



PER DIEM, TRAVEL AND TRANSPORTATION ALLOWANCE COMMITTEE

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PDTATAC/hm

29 June 2012

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: UTD/CTD for MAP 97-12(I)/CAP 84-12(I) -- Evacuation Allowance References Updates

1. **SYNOPSIS:** Evacuation references in JFTR/JTR, Ch 6 (Part A) actions - (1) inserted hyperlinks to the reference sources; (2) updates JFTR, Ch 6 TOC; (3) [Title 37, USC §475a](#) replaces [Title 37, USC §405a](#); (4) refers to the current issuances of [DoDD 3025.14](#) and DoD/DoS [Memorandum of Agreement](#).

2. The attached revision is forwarded for information purposes only. No coordination or comments are required.

3. This revision was initiated by Staff.

4. These changes are scheduled to appear in JFTR change 309, and JTR change 563, dated 1 September 2012.

5. Revisions in this information item are *effective 29 June 2012*.

//approved//

W. B. TIRRELL, SR.

Chief, Policy and Regulations Branch

Attachment:

Rev 1

Uniformed E-Mail Distribution:

MAP Members T&T Branch PMO-DTS GSA-3FT GSA-OGP(MTT) DTMO PPC

Civilian E-Mail Distribution:

CAP Members T&T Branch PMO-DTS GSA-3FT GSA-OGP(MTT) DTMO CBCA Judges

JFTR REVISIONS

Chapter 6 TOC, Section A1:

CHAPTER 6

EVACUATION ALLOWANCES

Paragraph Title/Contents

PART A: AUTHORIZED/ORDERED OCONUS MOVEMENTS

SECTION A1: GENERAL

U6000 REFERENCES

- A. * [Title 37, USC §475a](#)
- B. [DoDD 3025.14](#), "Protection and Evacuation of U.S. Citizens and Designated Aliens in Danger Areas Abroad (Short Title: Noncombatant Evacuation Operations)," 8 December 2003
- C. DoD Services, [DoD 7000.14-R](#) "Military Pay, Policy, and Procedures," Volume 7, Part A *(DoD Military Pay and Allowances Entitlements (DoDFMR, Vol. 7A))
- D. *Coast Guard, [COMDTINST M7220.29](#) (series), "U. S. Coast Guard Pay Manual."

U6001 *****

Par. U6000:

A. [Title 37, USC §475a](#).

*B. [DoDD 3025.14](#), "Protection and Evacuation of U.S. Citizens and Designated Aliens in Danger Areas Abroad (Short Title: Noncombatant Evacuation Operations)," 8 December 2003.

*C. DoD Services: see [DoD 7000.14-R](#) "Military Pay, Policy, and Procedures," Volume 7, Part A (DoD Military Pay and Allowances Entitlements (DoDFMR, Vol. 7A)).

*D. Coast Guard: see [COMDTINST M7220.29](#) (series), "U. S. Coast Guard Pay Manual."

Par. U6003:

A. Authorizing/Ordering an Evacuation

*1. Foreign Areas. The decision to evacuate a dependent from an OCONUS foreign area rests with the DoS. In appropriate circumstances, such as Presidential declaration of national emergency or directed reinforcement of U.S. Armed Forces in a theatre, or to accommodate force protection or anti-terrorism considerations, the SECDEF, after consultation with the Secretary of State, may authorize the evacuation of all DoD non-combatants ***NOTE: The SECDEF's authority does not apply to non-combatants attached to Defense Attaché Offices, Marine Security Guard Detachments, DoD elements or personnel that form an integral part of the U.S. Country Team, and others as determined between the Combatant Commander and the Chief of Mission.*** See [Memorandum of Agreement](#) between DOS and DoD, 13 April 2012 revision. If timely communication

with the DoS is not possible or there is no DoS presence in the area concerned, the Combatant command Commander or the senior commander in the country concerned or the Defense Attaché is responsible for authorizing/ordering an evacuation of the area. The DoD (USD (P&R) DSN: (312) 224-2798, COML: (703) 614-2798) is primarily responsible for a dependent's evacuation at the U.S. Naval Base, Guantanamo, Cuba ([DoDD 3025.14, 8 December 2003](#)).

*2. Non-foreign OCONUS Areas. The following officials are responsible for authorizing/ordering an evacuation of the dependents of uniformed service personnel from non-foreign OCONUS areas:

*a. DoD Services. Per [DSSR 614](#), DoS (Under Secretary of State for Management Office) authority is required for designation of an alternate foreign OCONUS safe haven. Following Secretary of State authority, the Principal Deputy Under Secretary of Defense (Personnel and Readiness) (PDUSD (P&R)) may authorize/approve requests for reimbursement of travel and transportation expenses to an alternate foreign OCONUS safe haven location for an evacuated dependent. The PDUSD (P&R) must also authorize/approve all requests for evacuees to move from one safe haven location to another when circumstances warrant for the travel expenses to be reimbursed. While determinations are made on a case-by-case basis, justification must consider family support at the requested designation, collocation with the service member at an alternate work site, or similar rationale to attest that relocation is in the GOV'T's best interest. Secretary of State authority is not required for an alternate safe haven in a non-foreign OCONUS area (APP A1).

b. The Secretary of Homeland Security, or the Secretary's designated representative (Commandant (CG-12) COML (202) 475-5395), for the dependent of a Coast Guard member;

c. The Secretary of HHS, or the Secretary's designated representative (Director, Office of Commissioned Corps Force Management, COML (240) 453-6161), for the dependent of a PHS member;

d. The Secretary of Commerce, or the Secretary's designated representative (Commissioned Personnel Center, COML (301) 713-3444), for the dependent of NOAA Corps member;

e. The Secretary of the Army, Navy, or Air Force, or the Secretary's designated representative, for the dependent of a member of the respective Services (including the Coast Guard when operating under the DoN by agreement with the Secretary of Homeland Security);

f. The head of a DoD component (APP A1) or designated representative;

g. The commander of a U.S. INSTALLATION (APP A1) or Coast Guard District Commander (for the dependent of a Coast Guard member) or designated representative; and

h. The commander, director, head, chief or supervisor of an organization or office.

B. *****

C. *****

D. *****

JTR REVISIONS

Par. C6000:

A. Transportation Authority

- *1. Title [5 USC §5725](#) provides authority for GOV'T expense transportation for an employee's dependents and HHG to a safe haven location when an evacuation is authorized/ordered.
2. See Ch 6, Part C for foreign area evacuations.
3. See Ch 6, Part D for U.S. and non-foreign OCONUS area evacuations.

B. Pay and Allowances

- *1. Title [5 USC §5522](#) provides authority for advance pay, allowances, and differentials when an employee and/or a dependent(s) is authorized/ordered to evacuate the employee's PDS.
2. See Ch 6, Part C, DSSR, Section 615 for foreign area evacuations.
3. See Ch 6, Part D, OPM regulations, Section 550.404 for U.S. and non-foreign OCONUS area evacuations.

*C. Department of State (DoS) Standardized Regulations ([DSSR](#))

- *1. [DoDI 1400.25, Volume 1250](#) DoD Civilian Personnel Management System: Overseas Allowances and Differentials, adopted the provisions of the Department of State (DoS) Standardized Regulations (DSSR), Chapter 600, "Payments During an Ordered/Authorized Departure" .
2. See Ch 6, Part C for an annotated extract of DSSR, Chapter 600, modified to relate to a DoD civilian employee.
3. The DoS regulations apply for evacuations from, or within, any foreign area. See APP A for "foreign area".

*D. Memorandum of Agreement. [Memorandum of Agreement](#), dated 13 April 2012 revision, between DoS and DoD (USD (Policy)) on the protection and evacuation of U.S. citizens and nationals and designated other persons from threatened areas overseas addresses:

1. Policy objectives,
2. Interagency checklist and other related documents,
3. Responsibilities,
4. Authority to invoke an emergency evacuation plan,
5. Responsibility for military operations, and
- *6. Organization for emergency evacuation planning.

E. *****

Par. C6005:

A. *****

B. Authorizing/Ordering an Evacuation

1. DoS determines when an evacuation from a foreign area is necessary.
2. The SECDEF, after consultation with the Secretary of State, may authorize the evacuation of all DoD noncombatants, in appropriate circumstances, such as:

- a. A Presidential declaration of national emergency, or
- b. Directed reinforcement of U.S. Armed Forces in a theatre, or
- c. To accommodate force protection or anti-terrorism considerations,

*3. SECDEF authority does not apply to noncombatants attached to Defense Attaché Offices, Marine Security Guard Detachments, DoD elements or personnel that form an integral part of the U.S. Country Team, and others as determined between the Combatant Commander and the Chief of Mission. See [Memorandum of Agreement between DoS and DoD, 13 April 2012 revision](#).

4. A commander of a Combatant command or the senior commander in the country concerned or the Defense Attaché is responsible for authorizing/ordering an evacuation of the area when U.S. citizens are endangered but:

- a. Timely communication with the DoS is not possible,
- b. There is no DoS presence in the area concerned, and/or
- c. Time and communications do not permit the Commander to receive authorization from the SECDEF (USD (P&R)) without jeopardizing the U.S. citizens.

*5. The DoD (USD (P&R)) is primarily responsible for evacuations at the U.S. Naval Base, Guantanamo, Cuba ([DoDD 3025.14](#), 8 December 2003)..

*6. POC for DoD evacuations is the Civilian Advisory Panel (CAP) member for Army, Navy, Marine Corps, or Air Force, and the OSD for DoD agencies. The [directory](#) lists office symbols and phone numbers for CAP members.

C. *****

D. *****

E. *****

Par. C6010:

A. *****

B. Authorizing/Ordering an Evacuation. The following officials may authorize/order an evacuation:

*1. The SECDEF, or the Secretary's designated representative (USD (P&R)) for employees of a DoD COMPONENT and the employees' dependents (*PoC: The Civilian Advisory Panel member for Army, Navy, Marine Corps, or Air Force and the OSD Civilian Advisory Panel member for DoD agencies. The [directory](#) lists office symbols and phone numbers for Civilian Advisory Panel members.*);

2. The Secretary of the Army, Navy, or Air Force, or the Secretary's designated representative, for civilian employees of the respective Service and the employees' dependents;
3. The head of a DoD COMPONENT (see APP A) or designated representative;
4. The commander of a U.S. INSTALLATION (see APP A) or designated representative; and
5. The commander, director, head, chief or supervisor of an organization or office.

C. *****

D. *****

E. *****