MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: UTD/CTD for MAP/CAP 005-18(I) – Miscellaneous Hyperlinks Corrections

1. SYNOPSIS: This item corrects miscellaneous hyperlinks and references in the JTR.

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

3. This revision was initiated by Policy Reform.

4. These changes are scheduled to appear in the JTR, dated 1 March 2018.

5. This determination is effective when printed in the JTR.

6. Action Officer: Lynn Wawrzyniak (tracie.l.wawrzyniak.civ@mail.mil).

VELDA A. POTTER
Regulations Lead, Policy & Regulations Branch

Attachment:
Rev 1

Uniformed E-Mail Distribution:
MAP Members  P&R Branch  PMO-DTS  GSA-3FT  GSA-OGP(MTT)  DTMO  PPC

Civilian E-Mail Distribution:
CAP Members  P&R Branch  PMO-DTS  GSA-3FT  GSA-OGP(MTT)  DTMO  CBCA Judges
Invitational travel authorizations (ITA), see Appendix A1, should be issued judiciously to ensure prudent use of Government funds. A statement must be included on the ITA specifying that alternate means, such as Secure Video-Teleconference or other Web-based communication are insufficient to accomplish travel objectives. A sample ITA is on the DTMO website.


The Service member is authorized dependent travel and transportation allowances from the old PDS, designated place, or safe haven to the new PDS, if the dependent returns to the old PDS, designated place, or safe haven and travels from there to the new PDS (B-195643, April 24, 1980).

The purpose of DLA is to partially reimburse a Service member for the expenses incurred while relocating his or her household under the circumstances specified in this section. This section includes rules when the Service member is considered to be with or without a dependent or is married to another Service member. It also includes situations when a secondary DLA or partial DLA (par. 050508) is warranted. DLA may be paid in advance.

B. Allowances. A Service member is authorized only one DLA payment during a fiscal year unless one of the following occurs ((37 USC §477)):

B. PCS Order Due to A Change in Service. A Service member is separated or relieved from active duty from one Service to continue on active duty in another Service without a break in service under the
authority of 10 USC §716, or any similar statutory provision is eligible for a DLA when the household move is due to a PCS order resulting from a change of Service. The service performed after such separation is a continuation of the prior period of service.

050816-A1
1. Formal Education (37 USC §490(f)). A formal education is:
   a. A secondary education, which is attendance at a public or private school offering instruction at grade levels 9 to 12, or equivalent.
   b. An undergraduate college education.
   c. A graduate education pursued on a full-time basis at an institution of higher education (see 20 USC §1001 for the meaning of institution of higher education).
   d. Vocational education pursued on a full-time basis at a postsecondary vocational institution (see 20 USC §1002(c) for the meaning of “postsecondary vocational institution”). Post-secondary education includes a full-time program accredited by an organization recognized by the Secretary of Defense (SecDef) at either of the following:

050816-B (Table 5-26)
● Child is eligible to attend a secondary school for dependents that is located at or in the Service member’s PDS vicinity and is operated under the Defense Dependents’ Education Act of 1978 (20 USC §921).

051002-J2 and J6
2. Placed on the Temporary Disability Retired List (TDRL) under 10 USC, Chapter 61, regardless of the length of time served.

051104-B1
1. A dependent of a Service member who dies while entitled to basic pay (37 USC §481f).

051104-B2c
c. Absent for a period of 30 or more days in a missing status (37 USC §484).

051205-C1b
b. Dependent Abuse Offense (10 USC §1059(c)). A “dependent abuse offense” is a criminal conduct by a Service member on active duty for 31 or more days that involves abuse of the spouse or
dependent child. This criminal offense is specified in regulation prescribed by the Secretary of Defense under 10 USC §1059(k).

051205-C4
4. Reimbursement. All monetary payments, except DLA—which is not authorized for dependents moving for personal safety—are paid directly to the dependent instead of to the Service member (37 USC §476(h)(4)(A)).

051903-A
A. Eligibility. A Service member authorized to relocate to or from Government quarters, privatized housing, or Government-controlled quarters by an appropriate authority may be eligible for a short-distance HHG move, except for short-distance moves due to separation or relief from active duty under honorable conditions or retirement.

10030
OCONUS commanders, or their designated representatives, must periodically furnish data required for authorizing, changing and terminating OHA for each OCONUS locality within their jurisdictions as required by Station Allowance Reporting Procedures and Responsibilities, or PDTATAC.

Appendix A (DESIGNATED PLACE)
A. Service Members Only

3. For the definition of "designated place" as used in Ch 6 (Evacuation Allowances), see par. 060103.

B. Acronyms

<table>
<thead>
<tr>
<th>_CA</th>
<th>Unrestricted capacity-controlled airfare (fare basis code). The unrestricted capacity controlled airfare, or “-CA”, differs from the unrestricted airfare (YCA) only in that the airline can limit the number of seats offered at the unrestricted capacity controlled airfare. See GSA City Pair Program.</th>
</tr>
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</tr>
</tbody>
</table>

Appendix J

Par. B
B. Surveys. The COLA surveys include the Living Pattern Survey (LPS) and the Retail Price Schedule (RPS). The LPS and the RPS are the two OCONUS surveys conducted which determine OCONUS prices. See Station Allowance Reporting Procedures and Responsibilities for more detailed information about the LPS and RPS data surveys. COLA indexes are determined using the data provided via these two surveys.

Par. B1a
a. Is required at least once every three years but may be submitted more frequently (see Station Allowance Reporting Procedures and Responsibilities);
**Par. B2a**

a. Is required annually but may be submitted more frequently (see [Station Allowance Reporting Procedures and Responsibilities](#)),

**Par. F4, F5, and F6**

4. Annual compensation.

5. Average annual spendable income, and

6. Member’s PDS and COLA index.

**Par G, Step 1, Step 2, and Step 3**

Step 1: Determine the member’s annual compensation based on grade, years of service, and dependency status.

Step 2: Determine the member’s average annual spendable income.

Step 3: Determine the member’s COLA index based on PDS.

**Par. H**

H. Foreign Currency Exchange Rates. PDTATAAC reviews and adjusts (when necessary) exchange rates for countries where members are assigned. For more currency adjustment information see [Station Allowance Reporting Procedures and Responsibilities](#). Based solely on the currency fluctuations, adjustments are made as frequently as twice monthly to COLA.

**Appendix K, par. D**

D. Move In Housing Allowance (MIHA)/Miscellaneous. The MIHA/Miscellaneous amount, on the locality tables, is based on average Service member reported expenses. This allowance is determined using expenses Service members typically incur associated when moving into privately leased or owned dwellings. MIHA/Miscellaneous is paid in a lump sum when housing is first occupied. Appendix K includes a list of reportable move in expenses. See par. 10026 for MIHA computation.

**Appendix K, par. I5c and d**

c. MIHA/Security is also an actual expense component that covers reasonable security-related expenses for a Service member assigned to an area in which a dwelling must be modified to minimize exposure to terrorist threat. Only items used to modify the actual physical dwelling are allowable. See [Move in Housing Allowances (MIHA)](#), on the DTMO website, for qualifying locations.

d. MIHA/Infectious Disease is an actual expense component that covers infectious disease prevention-related upgrades to the physical dwelling (i.e., window or door screens when the dwelling must be modified to minimize exposure to medical threats related to vector-borne diseases transmitted through mosquitoes). See [Move in Housing Allowances (MIHA)](#), on the DTMO website, for qualifying locations.
The following pages are the same policy preceding this page but showing tracked changes.
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Pet Quarantine Incident to a PCS

A Service member escort under this paragraph is authorized round-trip TDY travel and transportation allowances as specified in Chapter 2. A civilian employee escort, under this paragraph, is authorized the TDY travel and transportation allowances in regulations issued by the Agency or Department that is funding the travel. A person other than a Service member or civilian employee, designated to travel as an escort for a dependent, is issued an ITA (see Section 0305). This individual is authorized the same transportation and travel allowances as a civilian employee on TDY as specified in Chapter 2. See invitational travel order sample on the DTMO website.

The Service member is authorized dependent travel and transportation allowances from the old PDS, designated place, or safe haven to the new PDS, if the dependent returns to the old PDS, designated place, or safe haven and travels from there to the new PDS (B-195643, April 24, 1980).

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OCONUS commanders, or their designated representatives, must periodically furnish data required for authorizing, changing and terminating OHA for each OCONUS locality within their jurisdictions as required by Station Allowance Reporting Procedures and Responsibilities for more detailed

Appendix A (DESIGNATED PLACE)
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3. For the definition of "designated place" as used in Ch 6 (Evacuation Allowances), see pars. 6010-A and 6080-A par. 060103.

B. Acronyms

| _CA | Unrestricted capacity-controlled airfare (fare basis code). The unrestricted capacity controlled airfare, or “-CA”, differs from the unrestricted airfare (YCA) only in that the airline can limit the number of seats offered at the unrestricted capacity controlled airfare. See App P GSA City Pair Program. |
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5. Average annual spendable income—see this App, Part 3, Table II, and

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**Par G, Step 1, Step 2, and Step 3**

Step 1: Determine the member’s annual compensation based on grade, years of service, and dependency status (see this App, Part 3, Table I).

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**Appendix K, par. 15c and d**

c. MIHA/Security is also an actual expense component that covers reasonable security-related expenses for a Service member assigned to an area in which a dwelling must be modified to
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