

JOINT TRAVEL REGULATIONS**UNIFORMED SERVICE MEMBERS AND DOD CIVILIAN EMPLOYEES****1 JANUARY 2016**

A. Authorized Personnel. These regulation changes are issued for all Uniformed Service Members and DoD Civilian Employees.

B. New Regulation Changes. Material new to this change is indicated by an asterisk (*) and is effective IAW the date of this change unless otherwise indicated.

C. Uniformed Service Principals. The following are the current Service Principals:

ANTHONY J. STAMILIO
Deputy Assistant Secretary of the Army
(Military Personnel)

JAMES M. HEINZ
RDML, USCG
Acting Director, Reserve and Military Personnel

DR. RUSSELL BELAND
Deputy Assistant Secretary of the Navy (MPP)
(Manpower and Reserve Affairs)

DAVID A. SCORE
RADM, NOAA
Director, NOAA Corps

JEFFREY R. MAYO
Deputy Assistant Secretary of the Air Force
(Force Management Integration)

SYLVIA TRENT-ADAMS, PHD, RN
RADM, USPHS
Deputy Surgeon General.
Office of the Surgeon General, DCCPR

D. Applicable MAP and/or CAP Items and Brief of Revisions. This change includes all material and revisions written in the following MAP and/or CAP Items:

MAP/CAP 59-15(R) -- Establish an Exemption to Flat Rate Per Diem M&IE. Adds an exception to the flat rate per diem policy for meals and incidental expenses (M&IE) in foreign OCONUS locations. It allows travelers to receive the full per diem rate for M&IE when conditions seriously affecting the mission, health, welfare, and safety of the traveler would result in extreme personal hardship. Affects par. 4250-B3.

MAP 84-15 -- POV Storage when Home Port Change over 30 Days. Allows POV storage when a member ships a POV to a ship's new home port, but due to the ship's deployment, is unable to pick up the POV within the 30 day limit from delivery date imposed by the Vehicle Processing Center (VPC). Affects par. 5378-A- and A4.

MAP 107-15(I) -- Authority for Early Return of Dependents (ERD) in National Interest. This item was erroneously published in the 1 October 2015 JTR publication. It changed the authority to authorize early return of dependents for national interest from Secretary Concerned to Combatant Commander. This item is rescinded and previous wording is restored in par. 5100-A.

MAP 124-15(E) -- OCONUS Newborn Infant Patient Allowances. Clarifies newborn infant status as a patient for OCONUS medical travel and transportation allowances. Newborn dependent reimbursement is limited to actual expense NTE the one-half of the applicable daily locality M&IE rate. Affects par. 7105-G.

MAP/CAP 139-15(I) -- National Disaster Changes. The term 'national disaster' replaces the outdated gender specific term 'man made disaster' aligning the JTR references. Affects pars. 4320-A2f and 9195-A6.

MAP 146-15(I) -- Dependents Cannot Move Again Until New PCS Orders. Clarifies the statement that dependents cannot move again until a subsequent PCS order is issued or the member serves an IPCOT applies to all unaccompanied tours and not just when the dependents move to an OCONUS PDS the member is PCSing to after the unaccompanied tour. Affects par. 5114-D3.

Par. 4910-E. Cross reference correction.

Chapter 9. Miscellaneous format and wording changes.

JOINT TRAVEL REGULATIONS

UNIFORMED SERVICE MEMBERS AND DOD CIVILIAN EMPLOYEES

1 JANUARY 2016

The following Record-of-Changes chart reflects the Joint Travel Regulations changes by Part or Section. It is designed to assist readers in verifying the currency of the volume.

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Part A1d	07-15	07-15	07-15	07-15	07-15	07-15	07-15	10-14	10-14	10-14
Part A1e	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
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Part A2b	07-15	07-15	07-15	07-15	07-15	07-15	07-15	10-14	10-14	10-14
Part A2c	04-15	04-15	04-15	04-15	04-15	04-15	04-15	04-15	04-15	04-15
Part A2d	07-15	07-15	07-15	07-15	07-15	07-15	07-15	10-14	10-14	10-14
Part A2e	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part A2f	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14

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Part A6	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part A7	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part A8	04-15	04-15	04-15	04-15	04-15	04-15	04-15	04-15	04-15	04-15
Part A9	02-15	02-15	02-15	02-15	02-15	02-15	02-15	02-15	02-15	02-15
Part A10	07-15	07-15	07-15	07-15	07-15	07-15	07-15	10-14	10-14	10-14
Part A11	08-15	08-15	08-15	08-15	08-15	08-15	10-14	10-14	10-14	10-14
Part B1	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part B2	08-15	08-15	08-15	08-15	08-15	08-15	12-14	12-14	12-14	12-14
Part B3	01-16	11-15	11-15	05-15	05-15	05-15	05-15	05-15	05-15	10-14
Part B4	12-15	12-15	01-15	01-15	01-15	01-15	01-15	01-15	01-15	01-15
Part C1	08-15	08-15	08-15	08-15	08-15	08-15	10-14	10-14	10-14	10-14
Part C2	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part D1	08-15	08-15	08-15	08-15	08-15	08-15	10-14	10-14	10-14	10-14
Part D2	12-15	12-15	03-15	03-15	03-15	03-15	03-15	03-15	03-15	03-15
Part D3	08-15	08-15	08-15	08-15	08-15	08-15	02-15	02-15	02-15	02-15
Part E	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part F1	03-15	03-15	03-15	03-15	03-15	03-15	03-15	03-15	03-15	03-15
Part F2	03-15	03-15	03-15	03-15	03-15	03-15	03-15	03-15	03-15	03-15
Part G	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part H1	12-15	12-15	02-15	02-15	02-15	02-15	02-15	02-15	02-15	02-15
Part H2	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part I	12-15	12-15	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part J	12-15	12-15	12-14	12-14	12-14	12-14	12-14	12-14	12-14	12-14
Part K	11-15	11-15	11-15	07-15	07-15	07-15	07-15	05-15	05-15	04-15
Part L1	08-15	08-15	08-15	08-15	08-15	08-15	10-14	10-14	10-14	10-14
Part L2	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part M1	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part M2	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part X	06-15	06-15	06-15	06-15	06-15	06-15	06-15	06-15	04-15	04-15
Chapter 8										
TOC	12-14	12-14	12-14	12-14	12-14	12-14	12-14	12-14	12-14	12-14
Ch 8	11-15	11-15	11-15	12-14	12-14	12-14	12-14	12-14	12-14	12-14
Chapter 9										
TOC	01-16	05-15	05-15	05-15	05-15	05-15	05-15	05-15	05-15	12-14
Part A	01-16	08-15	08-15	08-15	08-15	08-15	10-14	10-14	10-14	10-14

JTR	01-16	12-15	11-15	10-15	09-15	08-15	07-15	06-15	05-15	04-15
Part B	01-16	08-15	08-15	08-15	08-15	08-15	11-14	11-14	11-14	11-14
Part C1	01-16	11-15	11-15	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part C2	01-16	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part C3	01-16	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part C4	01-16	07-15	07-15	07-15	07-15	07-15	07-15	10-14	10-14	10-14
Part C5	01-16	12-14	12-14	12-14	12-14	12-14	12-14	12-14	12-14	12-14
Part C6	01-16	11-15	11-15	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part C7	01-16	03-15	03-15	03-15	03-15	03-15	03-15	03-15	03-15	03-15
Part D	01-16	10-15	10-15	10-15	08-15	08-15	05-15	05-15	05-15	12-14
Chapter 10										
TOC	11-15	11-15	11-15	09-15	09-15	12-14	12-14	12-14	12-14	12-14
Part A	09-15	09-15	09-15	09-15	09-15	02-15	02-15	02-15	02-15	02-15
Part B	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part C	12-14	12-14	12-14	12-14	12-14	12-14	12-14	12-14	12-14	12-14
Part D	12-14	12-14	12-14	12-14	12-14	12-14	12-14	12-14	12-14	12-14
Part E1	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part E2	12-14	12-14	12-14	12-14	12-14	12-14	12-14	12-14	12-14	12-14
Part E3	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part E4	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part E5	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part E6	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part E7	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part E8	10-15	10-15	10-15	10-15	12-14	12-14	12-14	12-14	12-14	12-14
Part E9	07-15	07-15	07-15	07-15	07-15	07-15	07-15	12-14	12-14	12-14
Part E10	12-14	12-14	12-14	12-14	12-14	12-14	12-14	12-14	12-14	12-14
Part E11	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part E12	12-14	12-14	12-14	12-14	12-14	12-14	12-14	12-14	12-14	12-14
Part E13	10-15	10-15	10-15	10-15	09-15	10-14	10-14	10-14	10-14	10-14
Appendix A										
Part 1	12-15	12-15	10-15	10-15	09-15	08-15	07-15	06-15	05-15	04-15
Part 2	09-15	09-15	09-15	09-15	09-15	07-15	07-15	12-14	12-14	12-14
Appendix E										
Part 1	08-15	08-15	08-15	08-15	08-15	08-15	03-15	03-15	03-15	03-15
Part 2	09-15	09-15	09-15	09-15	09-15	04-15	04-15	04-15	04-15	04-15
Part 3	03-15	03-15	03-15	03-15	03-15	03-15	03-15	03-15	03-15	03-15
Appendix F										
Part 1	09-15	09-15	09-15	09-15	09-15	10-14	10-14	10-14	10-14	10-14
Part 2	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Appendix G										
App G	12-15	12-15	08-15	08-15	08-15	08-15	04-15	04-15	04-15	04-15
Appendix H										
Part 1	09-15	09-15	09-15	09-15	09-15	10-14	10-14	10-14	10-14	10-14
Part 2A	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part 2B	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part 2C	07-15	07-15	07-15	07-15	07-15	07-15	07-15	10-14	10-14	10-14
Part 3A	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part 3B	07-15	07-15	07-15	07-15	07-15	07-15	07-15	10-14	10-14	10-14
Part 3C	09-15	09-15	09-15	09-15	09-15	10-14	10-14	10-14	10-14	10-14
Part 4A	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part 4B	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part 4C	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14

JTR	01-16	12-15	11-15	10-15	09-15	08-15	07-15	06-15	05-15	04-15
Part 5A	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part 5B	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Appendix I										
Part 1	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part 2	07-15	07-15	07-15	07-15	07-15	07-15	07-15	04-15	04-15	04-15
Part 3	08-15	08-15	08-15	08-15	08-15	08-15	07-15	06-15	05-15	12-14
Part 4	12-15	12-15	08-15	08-15	08-15	08-15	07-15	01-15	01-15	01-15
Appendix J										
TOC	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part 1	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part 2	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part 3	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Appendix K										
TOC	09-15	09-15	09-15	09-15	09-15	10-14	10-14	10-14	10-14	10-14
Part 1	09-15	09-15	09-15	09-15	09-15	10-14	10-14	10-14	10-14	10-14
Part 2	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part 3	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part 4	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Appendix M										
App M	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Appendix N										
TOC	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part 1	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part 2	11-15	11-15	11-15	06-15	06-15	06-15	06-15	06-15	11-14	11-14
Appendix O										
TOC	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
App O	10-15	10-15	10-15	10-15	09-15	08-15	04-15	04-15	04-15	04-15
Appendix P										
Part 1	08-15	08-15	08-15	08-15	08-15	08-15	06-15	06-15	10-14	10-14
Part 2	11-15	11-15	11-15	08-15	08-15	08-15	01-15	01-15	01-15	01-15
Appendix Q										
Part 1	09-15	09-15	09-15	09-15	09-15	08-15	07-15	03-15	03-15	03-15
Part 2	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part 3	08-15	08-15	08-15	08-15	08-15	08-15	11-14	11-14	11-14	11-14
Part 4	01-15	01-15	01-15	01-15	01-15	01-15	01-15	01-15	01-15	01-15
Appendix R										
Part 1	12-15	12-15	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Part 2	12-15	12-15	02-15	02-15	02-15	02-15	02-15	02-15	02-15	02-15
Appendix S										
App S	06-15	06-15	06-15	06-15	06-15	06-15	06-15	06-15	04-15	04-15
Appendix T										
TOC	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
App T	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
Appendix U										
App U	09-15	09-15	09-15	09-15	09-15	11-14	11-14	11-14	11-14	11-14
Appendix W										
App W	09-15	09-15	09-15	09-15	09-15	08-15	07-15	06-15	12-14	12-14

CHAPTER 4: TDY

PART B: PER DIEM

SECTION 4: LONG TERM TDY FLAT RATE PER DIEM

Effective for travel beginning or orders amended on or after 1 November 2014.

4250 LONG TERM TDY FLAT RATE PER DIEM

A. General

1. A reduced flat rate per diem applies when a traveler is assigned long term TDY (more than 30 days at one location) except as indicated in par. 4250-B.
 - a. Long term TDY for a duration of 31-180 days at a single location is authorized at a flat rate of 75% of the locality rate, payable for each full day of TDY at that location.
 - b. Long term TDY for a duration of 181 days or more at a single location is authorized at a flat rate of 55% of the locality rate, payable for each full day of TDY at that location. TDY in excess of 180 days must be authorized/approved IAW par. 2230-C.
2. If a travel order/authorization is later amended and the TDY will end 31 (or 181) days or more from the amendment date, the reduced flat rate per diem applies beginning the day after the amendment is issued.
3. The applicable percentage reduction is applied to the locality per diem rate in effect on the TDY days. If the locality rate changes during the per diem period, the flat rate per diem is increased or decreased accordingly unless the traveler has entered into a long term lease and the fixed rate per diem no longer covers the cost of lodging. See par. 4250-B3.

B. Exceptions and Additional Factors. The following circumstances may affect per diem reimbursement:

1. The lodging portion of flat rate per diem does not apply when Gov't Qtrs are available or provided or when suitable commercial lodgings are provided at no cost. If the traveler is provided one or more meals, or all meals at no cost, the GMR or PMR is applicable and flat rate per diem is not applicable.
2. The lodging portion of flat rate per diem only applies when a traveler actually incurs a cost for suitable commercial lodging. Flat rate per diem is not authorized when staying with friends, relatives, or in a home owned or being purchased by the traveler, when otherwise incurring no lodging cost or lodging on a Gov't Installation. If no lodging costs are incurred, the traveler is authorized the M&IE portion of per diem at the locality rate subject to the applicable percentages (75% or 55%) IAW pars. 4250-A1 and 4250-A2. See par. 4250-B1 for proper payment of M&IE if any meals are provided.
3. If a traveler is unable to arrange suitable commercial lodging (e.g., safe, secure, clean and within a reasonable proximity to the TDY duty location) on their own, the CTO must be contacted for assistance. If the CTO is unable to arrange suitable lodging at the reduced per diem rate, then the AO may authorize actual lodging, NTE the locality per diem rate, IAW pars. 4130 and 4155, but the M&IE is still paid at the 75% or 55% rate, as applicable. The AO may determine that lodging is not suitable due to force protection/security concerns in foreign locations and authorize actual lodging, NTE the locality per diem rate, but the M&IE is still paid at the 75% or 55% rate, as applicable.
4. Long term TDY flat rate per diem applies to TDY at the specified location. If a traveler is sent TDY to another location, per diem computed using the Lodging Plus method, for that area, applies. If the additional TDY period is considered a second long term TDY period, then the rules in par. 4250-A1 apply to the second TDY.

5. Dual lodging is authorized when TDY to another location for less than 30 days. See par. 4250-C.
6. Lodging receipts are not required, but proof that lodging costs were incurred shall be required. The fixed rate per diem may not be reduced further even if the actual lodging costs incurred are less than the lodging portion of the reduced per diem.
7. Lodging taxes may be reimbursed in CONUS and non-foreign OCONUS (App G). It is not reimbursed when actual lodging costs incurred (including taxes) are less than the lodging portion of the reduced per diem rate.
- *8. The M&IE portion of flat rate per diem may be waived in advance when the mission, health, welfare, or safety of the traveler, TDY to a foreign location, would result in extreme personal hardship if the M&IE were reduced. The COCOM/JTF Commander may authorize payment of the full locality rate M&IE when the reduced flat rate M&IE is not sufficient. Authority may not be delegated below the three-star GO/FO deputy/vice commander level. The Secretarial Process for each Service may authorize full per diem M&IE for a traveler who is not located in or part of the COCOM's/JTF's AOR, but is operating in a support capacity or located in the COCOM/JTF AOR. Full per diem M&IE requests may be authorized, only in advance of the dates required. All authorizations for payment of full M&IE for TDYs over 30 days must be reported to the PDTATAC, Chief.

*a. Requirements. *Commands must approve requests in advance (i.e., before the days on which the higher rate is needed)*. Before approval is granted, all requests must first be supported by substantiating documentation (e.g., from local Embassy Security Officer or Medical Officer) explaining how the mission, health, welfare, or safety of the traveler TDY to a foreign location would result in extreme personal hardship if the M&IE were reduced.

*b. Actual Expense Reimbursement. In the event that conditions necessitating full locality M&IE are not known in advance and advance authorization is not possible, authorizations for payment of full locality M&IE may include approval for payment of actual expenses for meals and incidental expenses, up to the locality rate, for days prior to the authorization for payment of the locality M&IE per diem.

*c. Submission Process. The authorizing COCOM or Service shall report each exception, to include the TDY dates for which a full per diem M&IE is required, unclassified site locations, average cost of meals and incidental expenses, and number of personnel affected to the PDTATAC, Chief. Three submission options are available:

*(1) Email: From the command to dodhra.mc-alex.dtmo.mbx.pdtatac-staff@mail.mil

*(2) Mail:

*Per Diem, Travel and Transportation Allowance Committee
ATTN: Policy & Regulations Branch
4800 Mark Center Drive
Suite 04J25-01
Alexandria, VA 22350-9000 or,

*(3) FAX: From the command to (571) 372-1301.

C. Retained Lodging Expenses. Retained lodging expenses during a traveler's authorized absence are reimbursed as a miscellaneous reimbursable expense not to exceed the lodging portion of the reduced per diem rate.

1. Out of Pocket Expense Reimbursement. The traveler is authorized out of pocket expense reimbursement. See App G.
2. Reimbursable Lodging Expenses. Reimbursable lodging expenses (App G) may not be more than what the traveler would have received if the authorized absence had not been taken.

3. Example

- a. A traveler is on a long term TDY over 180 days to a location with a per diem rate of \$142 (\$91/\$51). Traveler is paid 55% per diem (IAW par. 4155) and renting an apartment (\$1,200/month).
- b. The authorized per diem rate is \$78.10 (i.e., 55% of the locality rate of \$142). The lodging portion of per diem is \$50.05 (55% x \$91).
- c. Because the actual amount of lodging, \$40/day (i.e., \$1,200/30 days) is less than the lodging portion of per diem, the traveler is reimbursed \$40/day for retained lodging during an authorized absence.

D. Long Term TDY Flat Rate Per Diem Examples

1. Without Long Term Lodging Taxes

A member is ordered TDY to a CONUS location for nine months. The traveler is authorized 55% flat rate per diem in the TDY order. The locality per diem rate for the location is \$259 (\$198/\$61). The flat rate per diem for each full day of TDY is \$142.45 (\$259 x 55%). On the day of arrival (travel day), the traveler stays in a hotel and pays \$180 for lodging and \$15 for lodging taxes, a reimbursable expense (App G and Ch 2, Part M). The long term lodging cost is \$95/night for each full day of TDY (on a monthly/yearly lease) and the daily lodging tax is \$0.

	<u>Lodging</u>	<u>M&IE</u>	<u>Total Per Diem</u>	<u>Reimbursable Expenses</u>
Pay the arrival day (travel day) Lodging: \$180 M&IE: \$45.75 (\$61 x 75% = \$45.75) Lodging tax: \$15	\$180	\$45.75	\$225.75	\$15
Pay the first full TDY day up to the day before departure from the TDY location: \$142.45/day	\$142.45 Flat Rate or		\$142.45	
	(\$198 x 55%) = \$108.90	(\$61 x 55%) = \$33.55		
Pay the departure TDY day (travel day) to the PDS: \$45.75 (\$61 x 75% = \$45.75).	\$0	\$45.75	\$45.75	

2. With Long Term Lodging Taxes

A member is ordered TDY to a CONUS/Non-Foreign OCONUS location for two months. The traveler is authorized 75% flat rate per diem in the TDY order. The locality per diem rate for the location is \$259 (\$198/\$61). The flat rate per diem for each full day of TDY is \$194.25 (\$259 x 75%). On the day of arrival (travel day), the traveler stays in a hotel and pays \$180 for lodging and \$15 for lodging taxes, a reimbursable expense (App G and Ch 2, Part M). The long term lodging cost is \$145/night for each full day of TDY and the daily lodging tax is \$12. When the computed lodging portion of flat rate per diem plus taxes (based on the computed lodging portion of flat rate per diem) exceeds the computed lodging portion of flat rate per diem, the taxes are a reimbursable expense. The computed lodging portion of flat rate per diem is \$148.50 (\$198 x 75%). The traveler is paying \$145/night plus \$12/day for taxes, totaling \$157. \$8.50 is the reimbursable excess amount (\$157-148.50 = \$8.50).

	<u>Lodging</u>	<u>M&IE</u>	<u>Total Per Diem</u>	<u>Reimbursable Expenses</u>
Pay the arrival day (travel day) Lodging: \$180 M&IE: \$45.75 (\$61 x 75% = \$45.75) Lodging tax: \$15	\$180	\$45.75	\$225.75	\$15
Pay the first full TDY day up to the day before departure from the TDY location: 194.25/day plus \$8.50 lodging tax.	\$194.25 Flat Rate or		\$194.25	\$8.50
	\$198 x 75% = \$148.50	\$61 x 75% = \$45.75		
Pay the departure TDY day (travel day) to the PDS: \$45.75 (\$61 x 75% = \$45.75).	\$0	\$45.75	\$45.75	

CHAPTER 4: TDY

PART C: AEA

4300 GENERAL

An AEA allows a traveler to be reimbursed, in unusual circumstances, for actual and necessary expenses that exceed the maximum locality per diem rate. When authorized/approved, AEA is in lieu of per diem, or the prescribed [per diem rates](#). *An AEA is not authorized for an expert or consultant appointed under Section 710, Defense Production Act of 1950.*

4305 JUSTIFICATION

A. Authorization/Approval. An AEA may be authorized/approved for travel when the [per diem rate](#) is insufficient for part, or all, of a travel assignment.

B. Reasons for Authorizing/Approving AEA

1. Actual and necessary expenses (especially lodging) exceed the maximum per diem,
2. Special duties, or
3. Costs for items normally covered by per diem have escalated temporarily due to special/unforeseen events.

4310 AUTHORITY/APPROVAL

A. General. The AO may authorize AEA up to 300% of the locality per diem rate (rounded to the next higher dollar).

B. AEA:

1. May be authorized before travel begins, or approved after travel is performed; (*except for an AEA under par. 4335, for members only, which may be authorized only in advance of travel*);
2. Should be stated in the travel order when authorized in advance of travel;
3. May be authorized/approved for the entire trip (including travel time) or may be authorized/approved for trip portions (with per diem automatically covering the other trip portions);
4. Should be uniform (if possible) among travelers traveling at Gov't expense when they travel together and/ or to the same place at which an AEA is warranted.

4315 LIMITATIONS

A. Conditions

1. Blanket authority, prescribing an AEA for all travel to an area, is prohibited. *Exception: In the event of a Presidentially Declared Disaster only, the DoD Component, using Secretarial Process, has the authority to issue a blanket authorization for AEA for the period of the Presidentially Declared Disaster for all travelers within that area.*
2. AEA is prescribed only on an individual trip basis, and only after consideration of the facts existing in each case. AEA *must not* be authorized as part of a 'blanket' travel order.
3. If it is necessary to exercise this authority repetitively or on a continuing basis in a particular area, the

Service/DoD Component concerned should submit a request for a per diem rate review IAW par. 4120.

4. The definitions and rules applicable to the per diem authorization under Ch 4, Part B apply to travel on an actual expense basis unless otherwise stated in this Part.

B. Personal Preference/Convenience. A traveler is financially responsible for excess costs and additional expenses incurred for personal preference/convenience.

4320 AEA DETERMINATION

A. Factors. TDY assignments that may warrant AEA authorization/approval include travel:

1. With a dignitary that requires use of the same hotel as the dignitary;
2. To an area where the costs have escalated for a short time period during a special function/event such as a:
 - a. Missile launch,
 - b. Summit Meeting,
 - c. Sports event,
 - d. World's fair,
 - e. Convention,
 - *f. National or natural disaster (including the disaster aftermath),
 - g. Presidentially Declared Disaster or
 - h. Similar event.
3. To a location at which:
 - a. Affordable lodging is not available within reasonable commuting distance of the TDY point, and
 - b. Transportation cost to commute to and from the less expensive lodging facility would be more expensive than using less expensive lodging;
4. Requiring the traveler (and accompanying official travelers) to incur unusually high expenses (e.g., the traveler must procure superior/extraordinary accommodations including a suite or other lodgings for which the charge is well above what ordinarily would have been paid for accommodations); and
5. In similar situations.

B. Travel with Certain Dignitaries. Without further demonstration of unusual/extraordinary requirements, AEA at and below 300% of per diem is authorized for a traveler who is directed to travel with any of the dignitaries listed below.

1. The U.S. President/Vice President, or members of their families;
2. U.S. Congress members;
3. U.S. Cabinet members;
4. Department Secretaries, Deputy Secretaries, Under Secretaries, or Assistant Secretaries;

5. Supreme Court Justices;
6. Chairman/Vice Chairman of the Joint Chiefs of Staff;
7. The Chief of Staff, U.S. Army; the Chief of Staff, U.S. Air Force; the Chief of Naval Operations; the Commandant, U.S. Marine Corps; the Commandant, U.S. Coast Guard; the Administrator, National Oceanic and Atmospheric Administration; the Surgeon General, U.S. Public Health Service; and the Chief, National Guard Bureau;
8. U.S. Ambassadors, Ministers, and Consuls to foreign countries;
9. U.S. Delegates to international conferences/meetings;
10. Very Important Persons (VIPs) as specified by the President/Vice President of the U.S.;
11. Candidates for the office of President and Vice President of the U.S. and their family members, including the persons elected to those offices; and
12. Other U.S./foreign dignitaries equivalent in rank to any of those mentioned above.

C. Air Crew Travel **(Members Only)**. Travel requirements when traveling with dignitaries do not ordinarily impose excess cost requirements on the aircrews of Special Air Missions, Air Mobility Command (AMC), or other Gov't aircraft that provide transportation, even when assigned exclusively to that duty. For this reason, AEA may be authorized/ approved for any aircrew member only when the official performing travel or the crew's commander specifically requests AEA for one or more of the air crew with an acceptable explanation of why an AEA is necessary.

4325 EXPENSES

- A. Expenses Allowed. An AEA includes expenses ordinarily covered by per diem (see App A1).
- B. Expenses Not Allowed. The following expenses are not allowed:
 1. Meals and/or lodging procured at personal expense in lieu of meals and/or lodging provided for in a Gov't paid registration fee;
 2. Meals procured at the traveler's PDS, residence, or at, or en route to/from, a nearby carrier terminal at which travel begins/ends ([B-189622, 24 March 1978](#)); or
 3. Meals purchased after leaving the carrier when meals are included in the carrier ticket price and are provided during the trip and there is no justifiable reason why the traveler did not eat the meal(s) served during the trip, or why an extra meal(s) was required. A meal furnished on the carrier that is not the quality and quantity that the traveler is accustomed to is a personal preference and is not a "justifiable reason". [B-193504, 9 August 1979](#) and [B-192246, 8 January 1979](#).

4330 PER DIEM AND AEA ON A SINGLE TRIP

A traveler performing TDY at more than one location on a per diem and actual expense basis for a single trip is authorized the allowances in par. 4345-E.

4335 OVER 300% MAXIMUM AEA (Members Only)

A. General. Under special/unusual circumstances or when a member has no alternative but to obtain OCONUS lodging that exceeds 300% of the applicable [rate](#) (par. 4340), an amount in excess of 300% may be authorized in advance only ([47 Comp. Gen. 127 \(1967\)](#)).

B. Authorization. An AEA in excess of 300% may only be issued by:

1. The PDTATAC Policy & Regulations Chief. These requests must be submitted IAW par. 4310 to the Per Diem, Travel and Transportation Allowance Committee by:

a. Mail: Per Diem, Travel and Transportation Allowance Committee
ATTN: Policy & Regulations Branch
4800 Mark Center Drive, Suite 04J25-01
Alexandria, VA 22350-9000

b. FAX: (571) 372-1301 or,

c. E-Mail: dodhra.mc-alex.dtmo.mbx.pdtatac-staff@mail.mil with "AEA REQUEST" in the subject line; or

2. The Secretary Concerned for specific OCONUS classified missions. *This authority must not be re-delegated.*

C. Restrictions. An AEA in excess of 300% must be:

1. Made in advance of travel,
2. For an OCONUS location, and
3. For a member.

This AEA type cannot be authorized for employees.

4340 REIMBURSEMENT

A. Limitations

1. General. The daily reimbursement limit is the lesser of the actual expenses incurred or the AEA maximum amount.

2. Expenses. Expenses incurred and claimed must be reviewed and allowed only when necessary and reasonable.

3. Reimbursement

a. **Members Only**. Depending on what AEA level is authorized/approved, reimbursement *for M&IE must not exceed the percentage of AEA authorized NTE 300% of the M&IE rate for the TDY location. For example, if AEA for 200% is authorized, AEA NTE 200% of the M&IE rate for the TDY location may be paid.*

b. **Employees Only**. Reimbursement for M&IE must not exceed the percentage of AEA authorized of the M&IE rate for the TDY location. For example, if AEA for 200% is authorized, AEA NTE 200% of the M&IE rate for the TDY location may be paid.

B. Incidental Expenses (IE)

1. CONUS. The maximum reimbursement for IE in CONUS is \$5.

2. OCONUS. The maximum reimbursement for IE OCONUS is:

a. **Members Only**

(1) \$3.50 OCONUS for all full TDY days (except interim travel days) when the member is TDY to a U.S. Installation and Gov't qtrs are available on that U.S. Installation, or

(2) The locality IE when member's TDY location is not a U.S. Installation, or

(3) The locality IE rate when the member is TDY to a U.S. Installation and Gov't qtrs are not available on the U.S. Installation or

(4) Exceptions. The AO may determine that \$3.50 is:

(a) Adequate when the member is not lodged on a U.S. Installation. The OCONUS IE rate of \$3.50 may be authorized and must be stated in the order.

(b) Not adequate when the member is lodged on a U.S. Installation. The locality IE rate may be authorized and must be stated in the order.

b. **Employees Only**

(1) \$3.50 OCONUS for all full TDY days (except interim travel days) when the employee is TDY to a U.S. Installation and stays in Gov't qtrs on that U.S. Installation, or

(2) The locality IE when the employee is not lodged in Gov't qtrs on the TDY U.S. Installation, or

(3) Exceptions. The AO may determine that \$3.50 is:

(a) Adequate when the employee is not lodged on a U.S. Installation. The OCONUS IE rate of \$3.50 may be authorized and must be stated in the order.

(b) Not adequate when the employee is lodged on a U.S. Installation. The locality IE rate may be authorized and must be stated in the order.

3. AEA

a. The AO may determine that the locality IE rate is insufficient if the traveler incurs exceptionally high expenses for ATM fees, GTCC advance fees, or laundry expenses that the AO determines were reasonable and unavoidable, and may authorize AEA above the maximums in par. 4340-B2.

b. AEA for M&IE must apply, by location, for the entire TDY period at that location.

C. M&IE Paid on a Per Diem Basis

1. M&IE may be reimbursed under the Lodgings Plus method,

2. Lodging is reimbursed on an actual expense basis.

3. The amount allowed for M&IE and the lodging cost is NTE the daily maximum authorized in the AEA for the locality.

4. Example

- a. A traveler is authorized/approved an AEA NTE 150% for lodging.
- b. The traveler is paid M&IE on a per diem basis. M&IE itemization is not required.
- c. The locality per diem rate is \$90 (lodging) + \$51 (M&IE) = \$141 (Total).
- d. The AEA must not exceed 150% of the **total** (\$141) locality per diem rate.
- e. The AEA for the maximum amount allowed for **lodging** is computed as follows:
 - (1) \$141 (Total Per Diem) x 150% = \$211.50 = \$212
 - (2) \$212 - \$51 (M&IE) = \$161 maximum allowed for lodging

NOTE: 'Unused' AEA lodging funds cannot be used to increase the AEA for M&IE above 150% or 300% (depending on which level is authorized/approved).

D. Lodging and/or Meals Obtained under Contract. When a contracting officer contracts for rooms (does not include federal lodging program rooms ICW par. 2005-A) and/or meals, and AEA reimbursement is authorized/approved, the total daily amount paid by the Gov't to the vendor(s) and/or reimbursed to the traveler for lodging, and M&IE is NTE the daily maximum authorized under pars. 4310 and 4340. See [60 Comp. Gen. 181 \(1981\)](#) and [62 Comp. Gen. 308 \(1983\)](#).

E. Itemization

1. Required. When an AEA includes M&IE, a detailed statement showing itemized expenses for each calendar day, excluding items claimed separately (e.g., taxicab fares and conference registration fees), must be submitted for AEA reimbursement.
2. Not Required. M&IE reimbursement on a per diem basis (AEA for lodging only), does not require M&IE itemization.

4345 AEA COMPUTATION

A. General. The daily amount is not prorated for fractions of a day; however, expenses incurred and claimed for a fraction of a day must be reviewed and approved by the AO. In no case may the amount reimbursed be more than the amount authorized/approved in an AEA authorization for the area concerned.

B. Meals Available under Special Arrangements. When TDY is a special mission, (e.g., deployment to foreign military bases, forest fire details, rescue and aircraft recovery missions, or TDY to remote areas) and nondeductible meals are available under special arrangements, actual expense reimbursement for such meals is limited to the charge for each meal, NTE the arranged charges for three meals per day.

C. Averaging Expenses. When an AEA includes M&IE, the daily amount of IE items that do not accrue on a daily basis are averaged over the days at the TDY location for which AEA is authorized/approved. These expenses include baggage tips, clothing laundry/dry cleaning/pressing, hotel maid tips, and similar expenses IAW the IE portion of the per diem (App A1). Averaging IE does not apply if an AEA is authorized for lodging only and M&IE is paid on a per diem basis.

D. Lodging Tax. See App G.

E. Mixed Travel Reimbursement (Per Diem and Actual Expense)

1. General

a. Mixed travel involves travel to multiple TDY locations with:

- (1) More than one daily maximum reimbursement rate during a single trip, and/or
- (2) Reimbursement on both a per diem and an actual expense basis on a single trip.

b. The applicable rate and/or reimbursement method for each calendar day (beginning at 0001) is determined by the traveler's status and TDY location at 2400 of that calendar day.

c. Only one reimbursement method is authorized for each TDY location except when reimbursement is authorized for occasional meals or lodging in par. 4230.

2. Reimbursement

a. Departure Day. The reimbursement method and daily maximum for the departure day from the PDS is the same as for the first location where lodging is required.

b. Return Day. On the return day to the PDS, the same method and daily maximum applicable to the previous calendar day applies. Par. 4080 applies for reimbursement when return travel to the home/PDS requires 2 or more days.

4350 COMPUTATION EXAMPLES

The following are computation examples when travel is authorized on an actual expense basis; and on an actual expense and per diem basis on the same trip:

A. Example 1: AEA Single TDY Location. AEA authorized for lodging and M&IE paid on a per diem basis.

<u>TDY Location Per Diem w/o AEA</u> Maximum Per Diem - \$150 Lodging - \$99 M&IE - \$51		<u>TDY Location Per Diem w/AEA</u> AEA authorized NTE \$450 (\$150 x 300%) Lodging NTE \$399 (\$450 - \$51) M&IE - \$51	
ITINERARY			
Date	Depart	Arrive	Lodging
10 Aug	Residence	TDY	\$330.00
11 & 12 Aug		At TDY Station Lodging - \$330/day x 2 days =	\$660.00
13 Aug	TDY	Residence	
REIMBURSEMENT (Denotes AEA computation)			
Date	Computation		Amount
10 Aug	$\$330 + [\$51 \times 75\%] = \$330 + \$38.25 =$		\$368.25
11 & 12 Aug	$\$330 + \$51 = \$381/\text{day} \times 2 \text{ days} =$		\$762.00
13 Aug	$\$51 \times 75\% = \38.25		\$38.25
Total Reimbursement			\$1,168.50

B. Example 2: AEA to multiple TDY locations A, B, and C

Location A – AEA authorized for lodging, M&IE paid on a per diem basis, \$332 (\$331.50 = \$332 = \$261/ \$71). Location B – Lodging and M&IE paid on a per diem basis, \$131 (\$85/ \$46). Location C – Lodging and M&IE paid on a per diem basis, \$136 (\$85/ \$51).			
<u>TDY Location 'A' Per Diem w/o AEA</u>		<u>TDY Location 'A' Per Diem Rate w/AEA</u>	
Maximum Per Diem - \$221		AEA authorized NTE \$332.00 (\$221 x 150% = \$331.50 = \$332)	
Lodging - \$150, M&IE - \$71		Lodging NTE \$261 (\$332 - \$71)M&IE - \$71	
ITINERARY			
Date	Depart	Arrive	Lodging
7 Sep	Residence	TDY, Location A	\$170.00
8 Sep		TDY, Location A	\$170.00
9 Sep	TDY, Location A	TDY, Location B	\$ 70.00
10 Sep		TDY, Location B	\$ 70.00
11 Sep	TDY, Location B	TDY, Location C	\$ 75.00
12 Sep	TDY, Location C	Residence	
REIMBURSEMENT (Denotes AEA Computation)			
Date	Computation		Amount
7 Sep	\$170 (AEA lodging) + [\$71 x 75%] = \$170 + \$53.25, TDY Location A =		\$223.25
8 Sep	\$170 (AEA lodging) + \$71 =		\$241.00
9 & 10 Sep	\$70 + \$46 = \$116/day x 2 days, TDY Location B =		\$232.00
11 Sep	\$75 + \$51 = TDY Location C =		\$126.00
12 Sep	\$51 x 75% =		\$ 38.25
Total Reimbursement			\$860.50

C. **Example 3:** AEA Single TDY Location. AEA authorized for lodging and M&IE. AO approves IE exceeding the locality rate (\$5.00/day CONUS) IAW par. 4340-B3.

When AEA for lodging and M&IE exceeds the maximum AEA locality per diem rate, decrease the AEA M&IE rate to the descending dollar and add the extra cents to the AEA lodging amount. The adjusted per diem AEA is \$219 (\$149/\$70). This applies when the individual AEA amounts exceed the maximum daily AEA rate IAW par.1410-A3.

<u>CONUS TDY Location Per Diem w/o AEA</u> Maximum Per Diem - \$146 Lodging - \$99, M&IE - \$47		<u>CONUS TDY Location Per Diem w/AEA</u> AEA authorized NTE \$219 (\$146/day x 150% = \$219/day) Lodging NTE \$149 (\$99/day x 150% = \$148.50 = \$149, add \$.50) M&IE - \$70 (\$47/day x 150% = \$70.50 = \$70, subtract \$.50)				
ITINERARY						
Date	Lodging	Breakfast	Lunch	Dinner	Total Meals	IE
10-01	\$149	\$12.60	\$23.40	\$27.17	\$63.17	\$13.00
10-02	\$149	\$15.00	\$17.19	\$23.24	\$55.43	\$8.00
10-03	\$149	\$11.00	\$24.25	\$25.26	\$60.51	\$0
10-04	\$149	\$9.25	\$25.19	\$27.82	\$62.26	\$40.00
10-05	\$149	\$13.20	\$18.16	\$26.62	\$57.98	\$0
10-06	\$149	\$9.74	\$15.64	\$27.89	\$53.27	\$15.00
10-07	\$149	\$12.13	\$25.46	\$37.89	\$75.48	\$0
10-08	\$149	\$10.13	\$15.25	\$26.64	\$52.02	\$10.13
10-09	\$149	\$14.26	\$23.33	\$30.01	\$67.60	\$0
10-10	\$149	\$13.25	\$16.58	\$31.15	\$60.98	\$5.00
					Total IE	\$91.13

IAW par. 4345-C, all IE must be averaged by the total number of days to determine a daily amount.
 $\$91.13/10 = \9.11

Reimbursement						
Date	Meals	IE	M&IE	M&IE Allowed	Lodging	Per Diem
10-01	\$63.17	\$9.11	\$72.28	\$70.00	\$149	\$219.00
10-02	\$55.43	\$9.11	\$64.54	\$64.54	\$149	\$213.54
10-03	\$60.51	\$9.11	\$69.62	\$69.62	\$149	\$218.62
10-04	\$62.26	\$9.11	\$71.37	\$70.00	\$149	\$219.00
10-05	\$57.98	\$9.11	\$67.09	\$67.09	\$149	\$216.09
10-06	\$53.27	\$9.11	\$62.38	\$62.38	\$149	\$211.38
10-07	\$75.48	\$9.11	\$84.59	\$70.00	\$149	\$219.00
10-08	\$52.02	\$9.11	\$61.13	\$61.13	\$149	\$210.13
10-09	\$67.60	\$9.11	\$76.71	\$70.00	\$149	\$219.00
10-10	\$60.98	\$9.11	\$70.09	\$70.00	\$149	\$219.00
Total Reimbursement					\$2164.76	
The Maximum M&IE payable per day is \$70.00.						

D. **Example 4:** AEA Single TDY Location. AEA authorized for lodging and M&IE. AO Approves IE Limited to the locality rate (\$5.00 CONUS) IAW par. 4340-B1.

When AEA for lodging and M&IE exceeds the maximum AEA locality per diem rate, decrease the AEA M&IE rate to the descending dollar and add the extra cents to the AEA lodging amount. The adjusted per diem AEA is \$219 (\$149/\$70). This applies when the individual AEA amounts exceed the maximum daily AEA rate IAW par.1410-A3.

<p><u>CONUS TDY Location Per Diem w/o AEA</u> Maximum Per Diem - \$146 Lodging - \$99, M&IE - \$47</p>	<p><u>CONUS TDY Location Per Diem w/AEA</u> AEA authorized NTE \$219 (\$146/day x 150% = \$219/day) Lodging NTE \$149 (\$99/day x 150% = \$148.50 = \$149, add \$.50) M&IE - \$70 (\$47/day x 150% = \$70.50 = \$70, subtract \$.50)</p>
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ITINERARY						
Date	Lodging	Breakfast	Lunch	Dinner	Total Meals	IE
10-01	\$149	\$12.60	\$23.40	\$27.17	\$63.17	\$13.00
10-02	\$149	\$15.00	\$17.19	\$23.24	\$55.43	\$8.00
10-03	\$149	\$11.00	\$24.25	\$25.26	\$60.51	\$0
10-04	\$149	\$9.25	\$25.19	\$27.82	\$62.26	\$40.00
10-05	\$149	\$13.20	\$18.16	\$26.62	\$57.98	\$0
10-06	\$149	\$9.74	\$15.64	\$27.89	\$53.27	\$15.00
10-07	\$149	\$12.13	\$25.46	\$37.89	\$75.48	\$0
10-08	\$149	\$10.13	\$15.25	\$26.64	\$52.02	\$10.13
10-09	\$149	\$14.26	\$23.33	\$30.01	\$67.60	\$0
10-10	\$149	\$13.25	\$16.58	\$31.15	\$60.98	\$5.00
					Total IE	\$91.13

IAW par.4345-C, all IE must be averaged by the total number of days to determine a daily amount.

$\$91.13/10 = \9.11

In this Example, the AO authorized IE not to exceed the locality rate IAW par. 4340-B1. The traveler is limited to an average of \$5.00 per day for IE.

Reimbursement						
Date	Meals	IE	M&IE	M&IE Allowed	Lodging	Per Diem
10-01	\$63.17	\$5.00	\$68.17	\$68.17	\$149	\$217.17
10-02	\$55.43	\$5.00	\$60.43	\$60.43	\$149	\$209.43
10-03	\$60.51	\$5.00	\$65.51	\$65.51	\$149	\$214.51
10-04	\$62.26	\$5.00	\$67.26	\$67.26	\$149	\$216.26
10-05	\$57.98	\$5.00	\$62.98	\$62.98	\$149	\$211.98
10-06	\$53.27	\$5.00	\$58.27	\$58.27	\$149	\$207.27
10-07	\$75.48	\$5.00	\$80.48	\$70.00	\$149	\$219.00
10-08	\$52.02	\$5.00	\$57.02	\$57.02	\$149	\$206.02
10-09	\$67.60	\$5.00	\$72.60	\$70.00	\$149	\$219.00
10-10	\$60.98	\$5.00	\$65.98	\$65.98	\$149	\$214.98
Total Reimbursement					\$2135.62	
The Maximum M&IE payable per day is \$70.00.						

CHAPTER 4: TDY

PART I: ITDY TRAVEL

MEMBERS ONLY

4900 GENERAL

A. Authority

*1. This Part prescribes dependent travel and transportation allowances when the member is assigned to ITDY IAW [37 USC 476](#).

2. ITDY travel by the member via the dependent alternate place may be authorized by the Secretarial Process *only* to assist in moving dependents from one location to another when the dependents have been or are being moved at Gov't expense.

B. Authorization/Approval. Only Service Headquarters can authorize/approve ITDY.

C. Allowances

1. DLA. DLA is payable to a member when dependents relocate under an ITDY order. See pars. 5450 and 5442-T.

2. Dependent Transportation. Dependent transportation is authorized under this Part the same as for PCS.

3. MALT

a. The MALT in par. 5156-A applies unless the dependent accompanies the member to the TDY location traveling in the same POC.

b. If the dependent travels as a passenger, no MALT is payable for the dependent since the member receives TDY mileage.

4. HHG Transportation. See par. 4550 for HHG transportation.

4905 TRAVEL TO/FROM THE OLD PDS/ALTERNATE PLACE EN ROUTE TO THE ITDY LOCATION

A. Authorized Travel and Transportation Allowances. The member is authorized PCS travel and transportation allowances to accompany the dependent to the alternate place, from the old PDS, *when authorized by the Secretarial Process*.

B. Member Accompanies Dependent to Alternate Place. The member may accompany the dependent to the alternate place:

1. While en route to the ITDY assignment, or

*2. As a separate PCS round trip between the old PDS and alternate place at Gov't expense before departure on the ITDY assignment. See [B-199354, 1 July 1981](#).

C. Limitations/Restrictions

1. The Secretarial Process must determine that the member's presence is needed to assist the dependent(s) and *not for personal convenience*.
2. Travel and transportation allowances are not authorized for travel performed prior to the official written ITDY order.
3. Gov't funded round trip transportation is not authorized between the ITDY station and the alternate place to assist dependents in relocating.

4910 MEMBER RETURNS TO OLD PDS OR TRAVELS VIA OLD PDS EN ROUTE TO THE NEW PDS

A. Authorized Travel and Transportation. The member is authorized PCS travel and transportation allowances from the ITDY location via the:

1. Alternate place the dependents were moved at Gov't expense, en route to the old/new PDS, or
2. Old PDS, to the alternate place the dependents were moved at Gov't expense, and to the new PDS. Return to the old PDS (prior to travel to the new PDS via the alternate place) must be:
 - a. Stated in the member's order, or
 - b. Authorized/approved through the Secretarial Process.

B. Travel to Alternate Place Dependents were Moved at Gov't Expense. The Secretarial Process must determine that it is necessary for the member to assist the dependent(s) in relocating to the PDS and not for personal convenience (e.g., a visit). Arranging a HHG/POV shipment is not an authorized reason.

C. Dependent Travel Reimbursement. Dependent travel reimbursement is limited to travel directly from the alternate location to the official destination (either old or new PDS).

D. Dependent(s) Remain at PDS. If the dependents were not relocated to an alternate place but remained at the PDS from which the member departed on ITDY, the member receives PCS travel and transportation allowances from the ITDY location via the old PDS to the new PDS if a new PDS is named.

*E. Constructed Cost. The member's PCS travel and transportation allowances between the ITDY location and alternate place/previous PDS at which the dependents are located is limited to the Gov't's constructed cost and POC travel is not ordinarily authorized to the alternate location or previous PDS from the ITDY location. For example, Gov't or common carrier transportation mode and necessary travel time between the authorized points (par. 3035) is cost effective and time efficient to perform the official travel in most situations.

F. Reimbursement Limitations. Travel and transportation reimbursement is not authorized when the member has reported to the new PDS on a subsequent PCS travel order prior to accompanying the dependent(s) from the alternate place or previous PDS where the dependents elected to remain at Gov't expense. The member is financially responsible for the travel and transportation expenses if performed. See par. 2150.

4915 MEMBER RETURNS TO THE OLD PDS

A. Authorized Travel and Transportation. After the dependent has been moved at Gov't expense to the ITDY station/alternate location; the member is authorized to travel via the alternate location to assist with dependent travel and transportation from the ITDY station/alternate location, to the old PDS when:

1. The member returns from ITDY on a subsequent order (or amendment/modification to the original ITDY order) to an activity at the old PDS, or
2. Returns to the old PDS from ITDY.

B. Transportation Limitation. Return transportation from CONUS to an OCONUS PDS must not be authorized/ approved unless at least 12 months remain in the member's tour of duty at that PDS on the date:

1. The dependent is scheduled to, or actually does, arrive at that PDS; or
2. Command sponsorship is granted again;

whichever is later.

4920 DEPENDENT TRAVEL

A. Dependent Travel and Transportation to the Alternate Place

1. Purpose. Travel and transportation authorized at Gov't expense is to enable the dependent to establish permanent a residence during the member's ITDY assignment.

2. Authorization. Dependent travel and transportation allowances to an alternate place may be authorized at Gov't expense IAW Agency/Service regulations when:

- a. ITDY applies;
- b. The member's TDY order does not provide for return to the PDS; and
- c. The TDY:

(1) Is contemplated to be for 20 or more weeks at any one location, except as in par. 2230-B; or

(2) Order does not specify/imply any limit to the period of absence from the PDS.

3. PDS and ITDY Stations Are Both in CONUS. Dependents' travel and transportation at Gov't expense is authorized to any location at a cost NTE the cost from the PDS to the ITDY station.

4. PDS and ITDY Stations Are Both OCONUS

a. Dependents' travel and transportation at Gov't expense is authorized to any location at a cost NTE the cost from the PDS to the ITDY station.

b. *If determined to be in the Gov't's best interest, the Secretarial Process may authorize dependent travel to an alternate CONUS location without any cost limitation.*

5. PDS is in CONUS and the ITDY Station is OCONUS

- a. Authorization/Approval. Only the Secretarial Process may authorize/approve dependents' travel and transportation at Gov't expense when the PDS is in CONUS and the ITDY station is OCONUS.
- b. Transportation. When authorized/approved, transportation may be authorized from the PDS to:
 - (1) The ITDY station;
 - (2) A CONUS location; or
 - (3) A non-foreign OCONUS location *if the non-foreign OCONUS location is the member's HOR, PLEAD or legal residence before entering active duty or was the spouse's legal resident at the time of marriage.*
- c. Limitations. Travel must not be authorized/approved to a foreign OCONUS location unless at least 12 months remain in the member's tour of duty at the OCONUS TDY station on the date the dependent is scheduled to, or actually does, arrive OCONUS.

6. PDS is OCONUS and the ITDY Station is in CONUS. The Secretarial Process may authorize/ approve dependent transportation at Gov't expense to the ITDY station, or other alternate location, NTE the cost from the PDS to the ITDY station. See par. 4915.

B. PCS Order Received at the ITDY Station. When a dependent is moved, at Gov't expense, to the ITDY station/ other alternate location and the member receives a PCS order at the ITDY station, dependent travel and transportation allowances at Gov't expense for travel performed to the new PDS must not exceed the cost from the ITDY station/alternate location to the new PDS.

C. Member Returns to the Old PDS

1. Authorized Travel and Transportation. After the dependent has been moved at Gov't expense to the ITDY station/alternate location; the member is authorized dependent travel and transportation from the ITDY station/ alternate location to the old PDS, when:
 - a. The member returns from ITDY on a subsequent order (or amendment/modification to the original ITDY order) to an activity at the old PDS, or
 - b. Returns to the old PDS from ITDY,
2. Transportation Limitation. Return transportation from CONUS to an OCONUS PDS must not be authorized/ approved unless at least 12 months remain in the member's tour of duty at that PDS on the date:
 - a. The dependent is scheduled to, or actually does, arrive at that PDS; or
 - b. Command sponsorship is granted again;whichever is later.

CHAPTER 5: PERMANENT DUTY TRAVEL**PART A: MEMBERS ONLY****SECTION 3: DEPENDENT TRAVEL AND TRANSPORTATION****SUBSECTION c: EARLY RETURN OF DEPENDENT(S) (ERD)****5096 GENERAL**

A. Scope. This par. covers situations in which dependent(s) return before the member's PCS, in the Gov't's best interest.

B. Authorization. An order for dependent travel under this par. must cite the specific paragraph (par. 5098, 5100, or 5102) under which the travel is authorized.

C. Official Notice of PCS

*1. The dependent must begin travel under par. 5098, 5100, or 5102 before official notice of a PCS from the OCONUS PDS is given to the member ([DoDI 1315.18, par. E4.5.5](#)).

2. Discussion/negotiation between assignment personnel and the member about a member's assignment is not official notice of a PCS.

D. Evacuation Travel. See Ch 6 for dependent evacuation travel.

E. HHG Transportation ICW ERD. See Ch 5, Part A5i.

F. POV Transportation ICW ERD. See Ch 5, Part A6d.

G. Foreign National to Native Country. If approved by the Secretary concerned, return of dependents for foreign nationals may be authorized to any location within the country of the dependent's origin even when the member is stationed within the same country. The official authorizing the transportation determines the destination to which transportation is authorized and ensures that a reasonable relationship exists between that destination and the conditions and circumstances.

Example: Member is married to a foreign national whose country of origin is Germany. The member is assigned to Munich, Germany and the dependents' home town is Hamburg, Germany. If a circumstance under Ch 5, Part A5i occurs that causes the dependent to be returned to Hamburg, then travel and transportation allowances may be authorized, to include HHG, for the dependent(s).

5098 OFFICIAL SITUATIONS

A. Incidents. When a command sponsored dependent of a member stationed in a foreign country becomes involved in an incident that:

1. Is embarrassing to the U.S.; or
2. Is prejudicial to the command's order, morale, and discipline; or
3. Gives rise to conditions in which the dependent's safety can no longer be ensured because of adverse public feeling in the area or because of force protection and antiterrorism considerations.

B. Dependent Travel Authorized to a Designated Place

1. Dependent travel and transportation allowances may be authorized through the Secretarial Process to a designated place in CONUS/non-foreign OCONUS area, or, if the dependent is foreign born to a designated place in the dependent's native country.
2. While a member serves an OCONUS dependent restricted tour, the dependent who was command sponsored and remained at the member's old OCONUS PDS after the member's PCS, and any foreign born dependent who moved at Gov't expense to the spouse's native country (par. 5116-A4), are eligible for dependent travel and transportation allowances under par. 5098.
3. A reasonable relationship must exist between the conditions and circumstances and the travel destination, which is determined through the Secretarial Process.
4. Dependent return travel to the OCONUS PDS is not authorized except for a dependent described in par. 5098-A3.
5. A dependent in par. 5098-A1 and 5098-A2 may not move again at Gov't expense until the member is ordered on PCS from the OCONUS PDS, or serves an IPCOT.
6. If the dependent(s) returns at personal expense and is command sponsored, the member is authorized dependent travel and transportation allowances from the PDS on a subsequent PCS.
- *7. Dependent travel and transportation is in addition to, and has no effect on, the authority for dependent travel and transportation allowances the member may have on the next PCS order effective date ([40 Comp. Gen. 554 \(1961\)](#)).
8. The Secretary Concerned may delegate this authority to:
 - a. The headquarters that directs the Service's dependent transportation policies/procedures for travel to a foreign born dependent's native country, or
 - b. The installation commander (O-6 or higher) or the commanding officer of the unit to which the member is assigned for CONUS/non-foreign OCONUS designated places.

5100 NATIONAL INTEREST

- *A. Dependent Travel Authorized to a Designated Place. When the Secretary Concerned or more senior official determines that a dependent must return from an OCONUS area for reasons of national interest before termination of the member's OCONUS tour, the major commander/designated representative may authorize travel and transportation allowances for a command sponsored dependent(s) from the OCONUS area to a designated place, or, if the dependent(s) is foreign born, to a destination in the dependent's native country.
- B. Subsequent Authority. When the determining official in par. 5100-A later determines that the national interest no longer requires the absence of a dependent(s) from the OCONUS area, or a PCS order transfers the member to a PDS to which dependent travel is authorized, a member authorized dependent travel and transportation allowances under par. 5074-A is authorized dependent travel and transportation allowances from the designated place/foreign OCONUS location to the current PDS to which dependent travel is authorized.

5102 PERSONAL OCONUS SITUATIONS, INCLUDING DEPENDENT TRAVEL IN CONUS WHEN DISCIPLINARY ACTION IS TAKEN AGAINST A MEMBER STATIONED OCONUSA. General

1. Even though the member's PDS remains unchanged, at the request of a member permanently stationed OCONUS, travel and transportation allowances for a command sponsored dependent(s) may be authorized through the Secretarial Process under this par. to a designated place in the:
 - a. CONUS/non-foreign OCONUS area, or,
 - b. Dependent's native country, if the dependent is foreign born (see par. 5096-G).
2. A command sponsored dependent, of a member serving an OCONUS dependent restricted tour, is eligible for travel and transportation allowances under this par. if the dependent:
 - a. Remains at the member's old OCONUS PDS after the member's PCS, or
 - b. Is foreign born and moves at Gov't expense to the spouse's native country.
3. A member stationed OCONUS, whose dependent(s) resides in CONUS, is eligible for dependent travel and transportation allowances under this par. when the circumstances in par. 5102-B8 apply. A reasonable relationship must exist between the conditions and circumstances and the travel destination, which is determined through the Secretarial Process.
4. Travel under pars. 5102-B5 and 5102-B8, may be authorized upon request of a dependent/former dependent, if the member is not available or has declined to make such a request.
- *5. ERD may be approved, when return travel is for the reasons in pars. 5102-B2 and 5102-B5 ([B-195708, October 17, 1979](#)).
- *6. Except for travel for the reasons in pars. 5102-B2 and 5102-B5, when a dependent travels without an order under circumstances described in Ch 5, Part A5i, no reimbursement for such travel is authorized even though an order is later issued under par. 5276-C4 ([B-157765, 15 November, 1965](#)).

B. Circumstances. The circumstances under which dependent travel and transportation allowances may be authorized under this par. are limited to the following:

1. Essential medical treatment is neither available at the member's PDS nor readily available in the theater. The member's request must be supported by medical documentation, including a statement by the attending physician, indicating that the treatment is essential to the dependent's wellbeing;
2. The death, serious illness, or incapacitation of a dependent ordinarily caring for a member's minor dependent(s) requires, in the opinion of the authorizing/approving authority, that the minor dependent(s) be transported to a place at which proper care may be maintained;
- *3. Educational facilities or housing for dependent(s) is inadequate. A statement from the AO that the inadequacy of such educational facilities or housing was caused by conditions beyond the member's control and that knowledge of those conditions arose after dependent(s) began to travel to the member's OCONUS PDS is required. ([B-156558, 25 June 1965](#); [47 Comp. Gen. 151 \(1967\)](#); and [57 Comp. Gen. 343 \(1978\)](#));
4. Conditions in an OCONUS theater are such that, although the evacuation of a dependent(s) is neither warranted nor desired, the international situation is such that a member justifiably is concerned for the dependent's safety and wellbeing. Such determinations must be made by the COCOM Commander and considering the recommendation of the Service concerned major commander in the area. (Determination authority may be delegated no lower than general/flag officer rank in the respective COCOM Commander's

headquarters.);

5. This circumstance must be evidenced by the authorizing/approving official's statement and must not be used to authorize dependent student transportation to CONUS for the purpose of attending school ([57 Comp. Gen. 343 \(1978\)](#)). The best interests of a member, and/or the dependent(s), and/or the Gov't are served by the movement of one or more dependents because of:

a. Compelling personal reasons, such as financial difficulties, marital difficulties, unforeseen family problems, death or serious illness of a close relative, or for reasons of a humanitarian or compassionate nature; or

b. Other situations which have an adverse effect on the member's performance of duty.

6. A dependent receives an order from a Selective Service Board to report to the U.S. for induction into the U.S. Armed Forces;

7. Acceptable employment opportunities for a dependent child age 18 years or older at the foreign OCONUS PDS are lacking. The commanding officer of the activity concerned must determine that:

a. Because of the lack of employment opportunity at the PDS and the resulting idleness, the dependent child is likely to become involved in situations creating embarrassment to the U.S. that place additional administrative burdens on the commanding officer or have adverse effects on the member's performance; and

b. Such early return is in the best interest of the member, or dependent(s), and the U.S.;

8. A member is:

a. Sentenced by a court martial to be confined or to receive a punitive discharge (includes a bad conduct discharge, dishonorable discharge, and dismissal);

b. Sentenced to confinement in a foreign or U.S. civil confinement facility;

c. Discharged OCONUS under other than honorable conditions;

d. Returned to CONUS for discharge under other than honorable conditions;

e. Returned to CONUS to serve a sentence of confinement in civil or military confinement facilities;

f. Serving OCONUS and is dropped from the rolls, sent to prison under sentence, or transferred as a prisoner to a place of detention;

g. Serving OCONUS and is transferred to a different ship or station to await trial by court martial as a deserter or straggler;

h. Discharged under other than honorable conditions after surrendering to military authorities in CONUS following a period of absence without leave from the OCONUS PDS; or

*i. Convicted by a court martial and placed on leave involuntarily while awaiting completion of appellate review ([63 Comp. Gen. 135 \(1983\)](#)).

9. In each circumstance above, it must be shown that dependent travel is in the Gov't's best interest.

10. Dependent travel and transportation allowances may be provided only when there is a valid need for the dependent to move.

11. ICW early return of a dependent(s) from OCONUS, it must be determined that the problem/situation occurred after arrival at the OCONUS PDS and local resources cannot resolve the problem.
 12. Recommendations from religious, mental health, financial management, family counseling, and/or legal agencies should be obtained.
 13. If the member's situation does not meet the criteria, the request must be denied. Early return of a dependent(s) under par. 5102-B must be employed judiciously; it is a last resort.
 14. The Secretary Concerned may delegate the authority in par. 5102-B to:
 - a. The headquarters that directs the Service dependent transportation policies or procedures for travel to a foreign born dependent's native country, or
 - *b. An officer (O-5 or higher or civilian employee equivalent), who is the activity commander level, support group commander, or the unit commanding officer, to which the member is assigned for travel to CONUS/non-foreign OCONUS location. See [DoDI 1315.18](#), Procedures for Military Personnel Assignments.
 15. For dependent travel under par. 5102-B8, decision authority rests with the officer exercising special/general court martial jurisdiction over the member.
 16. Except for travel under par. 5102-B8, a dependent must begin travel before a PCS order is issued which relieves the member from the OCONUS PDS.
 17. The AO must cite, in the dependent's travel order, the specific item above that applies. Travel and transportation allowances provided under pars. 5102-B8a through 5102-B8h may not exceed the cost from the member's last/ former OCONUS PDS or the place to which dependent was last transported at Gov't expense, as applicable, to the designated place or, if the dependent is foreign born, to the dependent's native country. Under par. 5102-B8i, such allowances may not exceed the cost to the member's HOR or PLEAD. A copy of the appropriate statement and/or authorization/approval, required under this par., must support the transportation procurement documents for allowances under this par.
- C. Return of a Dependent to OCONUS Areas. A member may return a dependent at personal expense (at Gov't expense if the member serves an IPCOT) to the OCONUS location from which the dependent traveled. If that dependent is again command sponsored, the member is authorized dependent travel and transportation allowances from the PDS on the subsequent PCS.
- D. Subsequent Authority. Authority for dependent travel and transportation allowances:
- *1. Is in addition to, and has no effect on, the authority for such allowances the member may have on the next PCS order effective date ([40 Comp. Gen. 554 \(1961\)](#)).
 2. Under par. 5074-A, whose dependent was not returned to an OCONUS area under par. 5102-C, is authorized, upon reassignment from the OCONUS PDS, to dependent travel and transportation allowances from the place to which they were transported under Ch 5, Part A5i to the destination authorized in the reassignment order.

5104 DIVORCE OR ANNULMENTA. General

1. A member permanently stationed OCONUS whose marriage is terminated by divorce/annulment, may be authorized travel and transportation allowances for a former family member.

*2. The former family member must have been a formerly command sponsored dependent, as defined in App A1, residing with the member OCONUS as specified in this par. ([53 Comp. Gen. 960 \(1974\)](#)).

3. The member, who was the former sponsor, should request movement of a former family member(s). If the member is not available or declines to initiate such a request, the former spouse or former family member concerned may initiate the request.

B. Conditions. Movement of a former dependent(s) must be in the best interest of the:

1. U.S.,
2. Member, and
3. Former dependent(s) concerned.

C. Authorization. Movement of a former family member(s) must be specifically authorized through the Secretarial Process.

D. Points between which Transportation May Be Authorized. The official must determine that a reasonable relationship exists between the case's conditions and circumstances and the destination. Travel must originate at/in the vicinity of the member's present/former OCONUS PDS and must terminate in:

1. The U.S. or in a non-foreign OCONUS location, or
2. The native country if the former dependent is foreign born.

E. Allowances

1. If transportation is not provided by the Gov't/Gov't procured means, reimbursement for personally procured commercial transportation, and POC travel is IAW par. 5074-A.

2. Per diem is payable under par. 5094.

*3. The allowances authorized by this par. are payable to the member, but may be paid directly to the former spouse when the member authorizes direct payment ([B-193430, 21 February 1979](#)).

F. Time Limits

1. Travel must be completed:

- a. Within 1 year after the final divorce decree/annulment effective date, or
- b. 6 months after the date the member completes personal PCS travel from the OCONUS PDS,

*whichever occurs first ([53 Comp. Gen. 960 \(1974\)](#)).

2. Return travel must be accomplished as soon as reasonably possible after the member's travel is completed.

3. Six Month Time Limit

a. The 6 month time limit may be extended if authorized/approved for not more than 6 additional months by the commanding officer/designated representative at the duty station at/near which the dependent(s)/former dependent(s) is located.

b. Authorization/approval must be justified:

- (1) On an individual case basis, and
- (2) Only when the delay is not for personal preference.

c. The 6 month time limit extension may be granted for reasons such as:

- (1) Hospitalization,
- (2) Medical problems, and
- (3) School year completion

*that requires that a family member remain OCONUS past the 6 month limit ([61 Comp. Gen. 62 \(1981\)](#)).

d. If an extension to the 6 month time limit is authorized/approved, travel must be completed within 1 year of whichever occurs first:

- (1) Final divorce decree/annulment effective date; or
- (2) Date the member completes personal travel from the OCONUS PDS incident to a PCS.

G. Return of an OCONUS Dependent

1. Custody Agreement Change or other Legal Arrangements. If, in the event of a custody agreement change, or other legal arrangements, a former family member again becomes dependent on a member, the dependent's return to the member's OCONUS PDS may be authorized through the Secretarial Process provided the:

- a. Member has not received a PCS order, but otherwise would be authorized dependent travel and transportation allowances under par. 5074-A;
- b. Dependent's return is for the Gov't's convenience;
- c. Dependent is command sponsored before travel and the member has at least 12 months remaining on the tour at the OCONUS PDS on the date the dependent is scheduled to arrive there; and
- d. Travel and transportation allowances may not exceed those from the place to which the former family member was transported under par. 5104-D.

2. Remarriage

- a. If, in the event of remarriage, a former family member again becomes the former sponsor's dependent, dependent return to the member's OCONUS PDS at Gov't expense is not authorized.
- b. If the member returns the former dependent to the OCONUS PDS at personal expense and the former dependent is again command sponsored, the member is authorized dependent travel and transportation allowances from the PDS on a subsequent PCS.

*H. Subsequent Authority Not Affected. Travel of a former family member is in addition to, and has no effect on, the member's dependent travel and transportation allowances authority on the member's next PCS order effective date ([40 Comp. Gen. 554 \(1961\)](#)).

CHAPTER 5: PERMANENT DUTY TRAVEL**PART A: MEMBERS ONLY****SECTION 3: DEPENDENT TRAVEL AND TRANSPORTATION****SUBSECTION d: DEPENDENT TRAVEL AND TRANSPORTATION UNDER SPECIAL CIRCUMSTANCES****5108 GENERAL**

A. Scope. This Section covers dependent travel situations that are in:

1. Advance of the member's PCS, and
2. The Gov't's best interest.

B. Travel Order. An order authorizing dependent travel and transportation must cite the specific par. under which the travel is authorized.

5110 CALLED/ORDERED TO ACTIVE DUTY

A. TDY Station First Assignment. When a member is called/ordered to active duty, and is:

1. First assigned to a TDY station and then
2. Ordered on PCS,

the member is authorized dependent travel and transportation allowances for dependent travel to the PDS, NTE the travel allowances from the HOR/PLEAD to the first PDS.

B. Commissioned from Service Academies

1. When commissioned and ordered to active duty, a graduate of a Service academy is authorized dependent travel and transportation allowances for dependent travel, NTE the authority for travel to the PDS, regardless of the point designated in the PCS order (Service academy or HOR) from which the officer's travel is directed to be performed.
2. When a dependent is acquired after the officer's departure (detachment) date from a Service academy incident to an active duty PCS order, but on or before the PCS order effective date, the officer is authorized dependent travel and transportation allowances for dependent travel to the new PDS from one of the following:
 - a. HOR;
 - b. Service academy; or
 - c. Place at which the dependent is acquired.
3. If the dependent travels from the place acquired to the HOR or Service academy before the active duty order effective date, then the place named in par. 5110-B2a or 5110-B2b, as appropriate, applies.
4. This authority is without regard to whether TDY is directed or performed en route.

5112 ASSIGNED TO A FOREIGN SERVICE COLLEGE

- A. General. A member assigned to a Foreign Service college on a PCS for 20 or more weeks is authorized dependent travel and transportation allowances.
- B. Tour Length Restrictions. The tour length restrictions in pars. 5076-C5 and 5076-D do not apply.

5114 ORDERED TO AN OCONUS STATION TO WHICH DEPENDENT TRAVEL IS AUTHORIZED

A. General. When a member is ordered to PCS to an OCONUS station to which dependent travel is authorized, the member is authorized the dependent travel and transportation allowances in this par. if they travel.

B. Dependent Authorized Concurrent Travel with Member

1. When a dependent is authorized concurrent travel to the OCONUS PDS (whether or not travel is actually with the member), the member is authorized dependent travel allowances when performed from the dependent's location when the member receives the PCS order to the OCONUS PDS, NTE the travel allowances from the last place transported at Gov't expense to the new PDS.

2. Gov't transportation facilities for transoceanic travel should be used when available.

C. Concurrent Dependent Travel Denied

1. Anticipated Delay to Be for 20 or More Weeks from Member's Port Reporting Month

a. When concurrent dependent travel is denied by a competent authority for 20 or more weeks from the member's port reporting month, the member is authorized dependent travel and transportation allowances to a designated place in CONUS, or to a designated place in a non-foreign OCONUS area:

(1) If the member was a legal resident of that state, Commonwealth, territory or possession, before entering on active duty, or the member's spouse was a legal resident of that location at the time of marriage; or

(2) Provided the member was called to active duty from that place or it is the member's HOR.

b. A member is authorized dependent travel and transportation allowances from the designated place to the OCONUS PDS if authorized at a later date, provided the dependent is command sponsored before travel and the member has at least 12 months remaining on the OCONUS tour on the date the dependent is scheduled to arrive there.

2. Anticipated Delay to Be for Less than 20 Weeks from Member's Port Reporting Month

a. When the anticipated dependent travel delay is less than 20 weeks from the member's port reporting month, dependent total travel and transportation allowances must not exceed the allowances from the last place to which transported at Gov't expense to the new PDS.

b. Reimbursement for the authorized travel is made after travel to the OCONUS PDS is completed.

D. Member Elects to Serve an Unaccompanied Tour. A member who elects to serve an unaccompanied tour may leave the dependent at the current location, or move them to a designated place in:

1. CONUS,
2. A non-foreign OCONUS area; if:
 - a. The member was a legal resident of that area before entering on active duty;
 - b. The member's spouse was a legal resident of that area at the time of marriage;
 - c. The member was called to active duty from that area;
 - d. It is the member's HOR; or
 - e. Authorized/approved through the Secretarial Process;

*3. An OCONUS location the PCS order states the member is scheduled to serve an accompanied tour immediately after completing the unaccompanied tour. The member must have sufficient obligated service to complete the unaccompanied tour and the subsequent accompanied tour.

*4. In these situations:

*a. A dependent cannot be moved again at Gov't expense until a subsequent PCS order is issued or the member is selected to serve an IPCOT.

*b. A member moving a dependent to a designated place under par. 5114 may move the dependent to the OCONUS PDS at personal expense.

*c. If the dependent is command-sponsored at the OCONUS PDS after arrival, they may be moved from that PDS at Gov't expense when a subsequent PCS order is issued.

E. Reimbursement for Transoceanic Travel. Par. 5018-C4 also applies to reimbursement for authorized transoceanic travel performed by a dependent at personal expense.

5116 ORDERED ON A DEPENDENT-RESTRICTED TOUR, TO UNUSUALLY ARDUOUS SEA DUTY, OR TO DUTY UNDER UNUSUAL CIRCUMSTANCES

A. PCS on a Dependent-restricted Tour. When transferred by a PCS order on a dependent-restricted tour, a member may leave the dependent at the current location or move the dependent from the old PDS (or HOR/PLEAD based on the location if it is the member's first PCS on active duty) to a designated place in:

1. CONUS;
2. A non-foreign OCONUS area; if:
 - a. The member was a legal resident of that area before entering on active duty;
 - b. The member's spouse was a legal resident of that area at the time of marriage;
 - c. The member was called to active duty from that area;
 - d. It is the member's HOR; or
 - e. Authorized/approved through the Secretarial Process;

3. An OCONUS location at which the PCS order states the member is to serve an accompanied tour immediately after completing the dependent-restricted tour, or a tour falling under par. 5116-B or 5116-C below. The member must have sufficient obligated service to complete the dependent-restricted tour and either the tour falling under par. 5116-B or 5116-C below, or the subsequent accompanied tour; or
4. An OCONUS location justified under unusual conditions or circumstances and authorized/approved by the Secretary Concerned. See par. 5296-C second item for related HHG transportation;
 - a. This authority may not be delegated below the Service headquarters that directs dependent travel and transportation policy and procedures;
 - b. For an Armed Forces' member, this authority may be used only to return a foreign-born dependent to the spouse's native country per DoDI 1315.18, Procedures for Military Personnel Assignments. See par. 5096-G.
 - c. The Commandant of the Coast Guard (CG-13) may make an exception for a Coast Guard member; and
 - d. A dependent residing in the same country as the member cannot be command-sponsored, if moved there under this authority.

B. Assignment to Unusually Arduous Sea Duty on a Specified Ship, Afloat Staff, or Unit

1. When a member is transferred by a PCS order to a ship, afloat staff, or afloat unit specified in writing through the Secretarial Process as involving unusually arduous sea duty, dependent travel and transportation allowances are authorized from the old PDS to the new PDS (except for a dependent-restricted tour) or to a designated place as in par. 5116-A.
2. A member is authorized dependent travel and transportation allowances under par. 5116 when the old home port/PDS is identical to the new home port/PDS (57 Comp. Gen. 266 (1978)).

C. Assignment to a Ship or Afloat Staff Specified as Operating OCONUS for a Period of One Year or More. When a member:

1. Is permanently assigned to a ship/afloat staff specified through the Secretarial Process as in an OCONUS area for a contemplated continuous period of 1 year or more on the date the ship/afloat staff is so specified, or
2. Is transferred by a PCS order to a ship/afloat staff,

the member is authorized dependent travel and transportation allowances from the PDS to a designated place IAW par. 5116-A.

D. Subsequent Authority

1. When a member is:
 - a. Transferred from a dependent-restricted tour to an area that dependent travel is authorized;
 - b. Transferred from a specified ship, afloat staff, or afloat unit in 5116-B2 or 5116-C except when serving a dependent-restricted tour at the new PDS (see par. 5116-A) or another specified ship, afloat staff, or afloat unit (see par. 5116-B or 5116-C);
 - c. On permanent duty aboard a ship or on a staff in par. 5116-B or 5116-C when the ship/staff is relieved from unusually arduous sea duty or the specified continuous overseas duty of 1 year or more; or
 - d. On permanent duty on a dependent-restricted tour on the date the restriction against dependent travel to the member's PDS is removed;

2. Except as in par. 5088-E, dependent travel and transportation allowances are authorized from the dependent's location:
 - a. On receipt of the PCS order in par. 5116-D1a or 5116-D1b; or
 - b. On the date of change of conditions in par. 5116-D1c or 5116-D1d, or
 - c. From the place the dependent was moved at Gov't expense under par. 5116-A or 5116-C, whichever results in the least reimbursement,

to the member's PDS.

3. Dependent travel and transportation allowances are authorized from the:
 - a. Place the dependent was moved under par. 5116, or
 - b. Home port for a ship, afloat staff, or afloat unit if the dependent is there on receipt of the PCS order in 5116-D1b,

to the new PDS.

4. A member is authorized dependent travel and transportation allowances even though the home port of the old ship, afloat staff, or afloat unit specified under par. 5116-B or 5116-C and the new PDS are identical (57 Comp. Gen. 266 (1978)).

E. Home Port Change. When on duty with a unit specified as unusually arduous on the home port change effective date, a member is authorized dependent travel and transportation allowances:

1. From the old home port or designated place to the new home port if the home port change is incident to commencement of an overhaul to be performed at the new home port. If travel is from:
 - a. The old home port to a location other than the new home port, par. 5090 applies.
 - b. A designated place to a location other than the new home port, the authority is limited to that from the designated place to the new home port.
2. From the old home port to the new home port or to a designated place if the home port change is incident to completion of an overhaul. If travel is from:
 - a. A location other than the old home port to the new home port, par. 5090 applies.
 - b. A location other than the old home port to a designated place, the authority is limited to that from the old home port to a designated place.
3. From the old home port or from a designated place to the new home port or from the old home port to a designated place, if the home port change is not incident to an overhaul. Travel from one designated place to another is not authorized.

F. Home Port Change Announcement

1. When an official announcement has been made designating a home port change, travel and transportation allowances for a dependent may no longer be paid to the old home port ICW a PCS order to the unit at that old home port.

2. The home port change announcement is an order modification until such time as the PCS order is later amended, modified, canceled or revoked.
3. Provisions apply, but are not limited, to a member who has:
 - a. Delayed dependent travel or transportation to the old home port, or
 - b. Been issued a PCS order to the unit naming the old home port after the home port change has been announced.
4. **Exception:** A dependent transported after a PCS order is received and who is in a transit or in an otherwise irreversible transportation status on the date the announcement was made.
5. Authority for a member in par. 5050-H is not applicable to exception for dependents in pars. 5116-F.

5118 REASSIGNED OCONUS DUE TO BASE CLOSURE OR SIMILAR ACTION BEFORE THE PRESCRIBED OCONUS TOUR IS COMPLETED

- A. **General.** A member, accompanied by a command-sponsored dependent, who is involuntarily transferred on a PCS due to base closure or similar action between OCONUS PDSs, is authorized dependent travel and transportation allowances to the new PDS, if dependents are authorized at the new PDS, or IAW par. 5116, if the member is to serve an unaccompanied tour at the new PDS.
- B. **Subsequent PCS.** Upon subsequent PCS transfer from the new PDS, dependent travel and transportation allowances are authorized regardless of the length of time served at the PDS the member last departed.
- C. **Tour Length Restrictions.** If the move is within the same theater, the tour length restrictions in pars. 5174-C5 and 5174-D do not apply.

5120 CONSECUTIVE OVERSEAS TOUR (COT)

- A. **General.** A member stationed OCONUS who is selected to serve a COT is authorized dependent travel and transportation allowances (see par. 5150 for IPCOT allowances) under this par.
- B. **Unaccompanied to Unaccompanied Tour**
 1. The dependent may be moved from a designated place to another designated place if authorized/approved by the Secretary Concerned and it is shown that the dependent's movement is in the Gov't's best interest.
 2. *This authority may not be delegated.*
 3. This movement is authorized only on a PCS.
- C. **Unaccompanied to Accompanied Tour.** The dependent may be moved from a designated place to the member's new PDS, if the dependent is command sponsored prior to travel to the new PDS.
- D. **Accompanied to Unaccompanied Tour**
 1. **General.** When a member serves an unaccompanied tour par. 5114-D or 5116-A applies.
 2. **Dependent Stays at Old PDS**
 - a. A member may leave a command-sponsored dependent at the old PDS.
 - b. This location must be authorized/approved through the Secretarial Process.

- c. Delegation may not be below the headquarters that directs dependent transportation policies/procedures for the Service concerned).
- d. This location is then a designated place and the member may receive station allowances at the with-dependent rate (see par. 9205-A1).

3. Dependent Status. A dependent is no longer command-sponsored once the member departs PCS per [DoDI 1315.18, Procedures for Military Personnel Assignments](#).

E. Accompanied-to-Accompanied Tour

1. A dependent may be moved to the new PDS, if command sponsored there before travel, when a member serves an accompanied tour at the new PDS.
2. A member, assigned to a key billet and electing to serve without dependents, is authorized allowances for dependent travel and transportation to a designated place.

5122 CONSECUTIVE OCONUS TOURS FOR A MEMBER WITH A NON-COMMAND-SPONSORED DEPENDENT

A. General. A member:

1. Ordered on a PCS between OCONUS PDSs, who has a non-command-sponsored dependent at, or in the vicinity of, the old PDS, is authorized dependent travel and transportation allowances if the member is to serve an accompanied tour at the new OCONUS PDS.
2. Authorized dependent travel and transportation allowances at the time of transfer to the old OCONUS PDS, is authorized travel performed NTE the allowances from the place the dependent was last moved at Gov't expense.
3. Not authorized dependent travel and transportation allowances at the time of transfer to the old OCONUS PDS, cannot exceed the travel and transportation allowances from the CONUS POE serving the old PDS to the new PDS.

B. IPCOT. See par. 5150.

5124 TRANSFER TO, FROM, OR BETWEEN SEA DUTY ASSIGNMENTS NOT SPECIFIED AS UNUSUALLY ARDUOUS SEA DUTY

- A. Travel and Transportation Authorized. When a member is transferred between PDSs, neither of which is unusually arduous sea duty, dependent travel and transportation allowances are authorized from the old PDS to the new PDS.
- B. Travel and Transportation Not Authorized. *Except for assignments involving duty under par. 5116, dependent travel and transportation allowances are not authorized when the old and new PDS are the same (B-185099, 1 June 1976).*

5126 CHANGE OF HOME PORT FOR A SHIP, AFLOAT STAFF, OR AFLOAT UNIT NOT SPECIFIED AS INVOLVING UNUSUAL OR ARDUOUS SEA DUTY

- A. General. When a member is on duty with a ship, afloat staff, or an afloat unit on the home port change effective date, that home port change is a PCS for dependent travel and transportation purposes.
- B. Allowances. Dependent travel and transportation allowances are authorized from the old home port to the new home port.

C. Unusually Arduous Home Port Change Allowances. Home port change allowances involving units specified as unusually arduous are in par. 5116.

5128 ASSIGNED TO A MOBILE UNIT OR SHIP BASED STAFF

For determination of dependent travel and transportation allowances, a mobile unit or a ship-based staff with an assigned home port (as opposed to an assigned PDS location) has the same status as a ship with an assigned home port.

5130 MEMBER ORDERED TO A HOSPITAL IN CONUS

A. General

1. This par. does not apply to a member not authorized dependent travel and transportation allowances under par. 5076.
2. Except as provided in par. 5130-C, authority for dependent travel and transportation allowances incident to a member's hospitalization is contingent on a statement by the commanding officer of the receiving hospital that the case has been evaluated and that a prolonged treatment period of the member in that hospital is expected.

B. From Duty Stations or Hospitals in CONUS

1. A member on active duty, who is transferred within CONUS from a PDS/TDY station to a hospital for observation and treatment, is authorized dependent travel and transportation allowances (as for a PCS) from the last PDS, or the place the dependent was retained under par. 5074-A, to the hospital.
2. Upon later transfer from one hospital to another in CONUS for further observation and treatment, and when the dependent traveled at Gov't expense incident to the member's transfer to the initial hospital, a member is authorized dependent travel and transportation allowances between such hospitals.

C. From OCONUS Duty Stations or Hospitals

1. A member at an OCONUS PDS, who is transferred to a hospital in CONUS for observation and treatment, is authorized dependent travel and transportation allowances from the OCONUS PDS/designated place, to the first hospital the member is transferred for observation and treatment.
2. When the dependent travels incident to the member's initial hospital transfer from OCONUS, no statement of prolonged hospitalization is required.

D. Transportation Not Restricted to the Hospital. Subject to the maximum set forth in pars. 5130-B and 5130-C, a member is authorized dependent travel and transportation allowances to, from, and between other places (see par. 5090).

E. Completion of Hospitalization. A member who is released from observation and treatment and restored to duty, separated from the Service, relieved from active duty, placed on the TDRL, or retired (including transfer to the Fleet Reserve or Fleet Marine Corps Reserve), is authorized dependent travel and transportation allowances for travel to the PDS, HOR, PLEAD, or HOS, as follows:

1. When a dependent did not travel at Gov't expense incident to the member's hospitalization, from the place the dependent is located upon hospitalization completion, NTE the authority for travel from the last or any prior PDS or place the dependent was retained (see par. 5074-A) or from a designated place to which previously transported (see par. 5116), as applicable;
2. When a dependent traveled at Gov't expense incident to the member's hospitalization, from the place the dependent is located upon hospitalization completion, NTE the authority for travel from the hospital the member was transferred when the dependent traveled at Gov't expense.

5132 CONVICTED PERSONNEL AWAITING COMPLETION OF APPELLATE REVIEWA. General

1. A member stationed in CONUS, who is placed on involuntarily leave while awaiting completion of appellate review of a court-martial sentence to a punitive discharge/dismissal from the Service, may be provided dependent transportation.
2. Transportation is provided only if authorized/approved through the Secretarial Process. Par. 5138-F applies.

B. Member Restored to Duty. If restored to duty, the member is authorized dependent PCS travel and transportation allowances from the place travel was authorized when placed on appellate leave to the member's PDS.

C. Final Separation Travel. When a dependent travels at Gov't expense to the HOR/PLEAD, or to some other place under this par., such travel constitutes final separation travel unless the member is restored to duty (63 Comp. Gen. 135 (1983)).

5134 SHIP BEING CONSTRUCTED OR UNDERGOING OVERHAUL OR INACTIVATIONA. General

1. Per diem or reimbursement for meals and lodging may not be paid ICW travel in this par.
2. A dependent of a member on duty aboard a ship:
 - a. Being overhauled/inactivated at a place other than its home port, or
 - b. If the home port is changed to the port of overhaul or inactivation and the dependent is residing in the area of the home port or former home port,

may be provided transportation under par. 5134-D in lieu of the member's authority, to the overhaul or inactivation port, NTE the cost of Gov't-procured commercial round trip travel for the member.

3. Such dependent travel, in lieu of member's travel, may be provided on/after the 31st day, and every 60th day after the 31st day after the date the ship enters the overhaul/inactivation port or after the date the member becomes permanently assigned to the ship, whichever is later.
4. A dependent must not be provided transportation under this par. unless the member has been assigned to the ship for more than 30 consecutive days.
5. A dependent who becomes authorized to a round trip before using a prior authorization does not lose a previously earned authorization.
6. All travel authorized under this par. must begin before the ship departs from the overhaul/inactivation port.
7. The term "area" means places surrounding the home port from which personnel customarily commute daily to the home port.

B. Ship's Home Port Not Changed

1. When the ship's home port is not changed, dependent travel is authorized between the home port and the overhaul/inactivation port unless the member has elected personal travel under par. 7615, in which case dependent travel under this par. is not authorized.
2. The member has the option to alternate travel, i.e., member, dependent, member, each time the authority becomes available.
3. Dependent travel under this par. may not exceed the cost of Gov't-procured round trip travel for the member.

C. Ship's Home Port Changed. When the ship undergoes a home port change to the overhaul/inactivation port, the dependent is authorized travel between the ship's former home port and the overhaul/inactivation port in lieu of PCS allowances, if because of personal situations, the dependent is not relocated (e.g., dependent receiving medical care and no similar facility exists at the overhaul/inactivation port) to the overhaul/ inactivation port.

D. Dependent Travel while the Ship Is Being Constructed

1. When the conditions in this par. are met, the dependent of a member assigned to permanent duty in conjunction with the construction of a ship, at a location other than the:
 - a. Ship's designated future home port; or
 - b. Area at which the dependent is residingmay be provided transportation or an allowance for transportation for round trip travel to the construction port from one of the below.
2. The dependent above may be provided transportation or an allowance for transportation for round trip travel to the construction port from either the site of the:
 - a. Ship's future home port; or
 - b. Area at which the dependent is residing.
3. Exception: If the member has elected personal travel under par. 7615-D, dependent transportation under this par. is not authorized.
4. A member has the option to personally travel or substitute dependent travel each time the authority becomes available.
5. Authorization for transportation accrues on/after the 31st consecutive day and every 60th day after the 31st day after the date the member becomes permanently assigned to the ship.
6. A dependent that becomes authorized to a round trip before using a prior authorization does not lose a previously earned authorized round trip.
7. All travel under this par. must begin before the ship departs the construction port.

E. Transportation Allowances

1. A member whose dependent travel is covered by pars. 5134-A and 5134-D, is authorized one, or a combination, of the following for the authorized round trip travel:
 - a. Transportation-in-kind;
 - b. Reimbursement for the cost of personally-procured commercial transportation (*CTO/TMC use is still mandatory*);
 - c. The automobile mileage rate (see par. 2600) for the distance traveled by POC.
2. Gov't transportation must be used to the maximum extent practicable.
3. Reimbursement under par 5134-E1b is subject to:
 - a. Par. 5074-B2, for land travel; and
 - b. Par. 5082, for transoceanic travel.
4. When land travel is by mixed modes, reimbursement is for the actual travel NTE the cost of Gov't-procured commercial round trip air transportation for the member between the home port/former home port and the overhaul/inactivation port.
5. Reimbursement under par. 5134-E1b or the mileage under par. 5134-E1c must not exceed the cost of Gov't-procured commercial round trip air transportation for the member between the home port/former home port and the overhaul/inactivation port.

5136 ORDERED TO A CONUS PDS WHERE DEPENDENT TRAVEL IS DELAYED/RESTRICTED BY AN ORDERED EVACUATION/NATURAL DISASTERA. General

1. The Services have limited discretionary authority (see pars. 5136-A3 and 5136-A4) to request the designation of geographic areas within CONUS as "non-concurrent travel application areas" in the event of ordered evacuations and/or major disasters ([42 USC §5121 et seq](#)) subject to approval by PDUSD (P&R).
2. This authority is used when military installations and/or the surrounding geographic areas infrastructure cannot support the dependents at the duty station.
3. Service M&RAs must request non-concurrent travel restriction authority through the Joint Chiefs of Staff/J1 for further coordination with the Services concerned (including Coast Guard) prior to submitting a recommendation to the PDUSD (P&R) for concurrence, approval, and adjudication. See DoDI 1315.18 at <http://www.dtic.mil/whs/directives/corres/pdf/131518p.pdf>.
4. Non-DoD Services are not subject to the DoDI but should coordinate their policies with PDUSD (P&R) for transparency among members.
5. See pars. 5050 and 5052 when the member travels on a PCS order from the old PDS via the dependent's designated place prior to reporting to the new PDS.
6. The member's PCS travel is completed on the reporting date at the new PDS.
7. See par. 10406 and Tables 10E-4 and 10E-5 for housing allowance changes when a Service defers a dependent's travel.

B. Designation of a CONUS Area as a Non-concurrent Travel Application Area

1. A Service must modify/amend the PCS order to prescribe dependent travel authorization separately from the member's directed travel.
2. Upon designation of a CONUS area as a non-concurrent travel area, dependent travel to locations within the area is not authorized at Gov't expense until the authority designated by the Secretarial Process authorizes/approves the travel.
3. The member selects 'awaiting transportation' location for the dependent when par. 5136-C4, 5136-D2, or 5136-E3 applies.
4. See Ch 3, Part F, Ch 4, Part B, and Ch 5 for dependent travel and transportation allowances for the authorized delay en route and PCS travel and transportation allowances.
5. The member's new commanding officer may authorize/approve additional travel time when appropriate per Service policy (see par. 5012-C).
6. Pars. 5050 and 5052 are not applicable when the designated place has not been declared.
7. Par. 5136-B3 example: A dependent departs the old PDS en route to the new PDS when the Service declares the new PDS a non-concurrent travel area and directs the dependent to remain at a delay location. Dependent travel and transportation allowances authorized at the 'awaiting transportation' location are:
 - a. TDY allowances and local transportation reimbursement at the 'awaiting transportation' location; and/or
 - b. PCS allowances from that location to a designated place and/or the new PDS at Gov't expense.

C. Delayed Dependent Travel between CONUS PDSs**1. PCS Order**

- a. The member's PCS order must state that dependent travel to the new PDS is not authorized until authorized/approved by the authority designated by the Secretarial Process.
- b. When further travel is authorized/approved, the PCS order must be modified/amended to authorize/approve dependent travel.

2. Delay Anticipated to Be for Less than 20 Weeks from the Member's Reporting Date. When the anticipated dependent travel delay is less than 20 weeks from the member's reporting date, the dependent is expected to remain at the old PDS and movement to any other location at Gov't expense is not authorized.

3. Delay Anticipated to Be for 20 or More Weeks from the Member's Reporting Date

- a. When the authority designated by the Secretarial Process denies dependent travel for 20 or more weeks from the member's reporting date, the dependent is authorized to move from the old PDS to an authorized designated place at Gov't expense.
- b. A non-foreign OCONUS designated place may be authorized by the Secretarial Process when the domicile of the member/spouse before entering active duty (or marriage to the member) was at the non-foreign OCONUS location desired as the designated place and the person continues to be a domiciliary of that non-foreign OCONUS location.
- c. The PCS order must be modified to reflect the authorized designated place.

4. Travel Delayed while the Dependent Is En Route to the New PDS. When the dependent performs PCS travel en route to the new PDS within the designated non-concurrent travel area and a concurrent travel restriction is imposed on travel to the new PDS, the dependent enters into an awaiting further transportation status (See par. 2250-B1d).

D. Delayed Dependent Travel from an OCONUS PDS to a CONUS PDS

1. Delay Travel to New CONUS PDS

- a. When the old PDS is OCONUS and dependent travel is delayed, regardless of the duration, the dependent is authorized to move from the old OCONUS PDS to an authorized CONUS designated place.
- b. A non-foreign OCONUS designated place may be authorized by the Secretarial Process when the domicile of the member/spouse before entering active duty (or marriage to the member) was at the non-foreign OCONUS location desired as the designated place and the person continues to be a domiciliary of that non-foreign OCONUS location.
- c. The PCS order must state that dependent travel under that order to the new CONUS PDS at Gov't expense is not authorized until authorized/approved by the authority designated by the Secretarial Process.
- d. When travel to the new PDS is authorized/approved, the PCS order must be modified/amended to authorize/approve dependent travel at Gov't expense.

2. Travel Delayed while the Dependent Is En Route to the New PDS. When the dependent is performing PCS travel and is en route to the new PDS within the designated non-concurrent travel area and a concurrent travel restriction is imposed on travel to the new PDS, the dependent enters into an awaiting further transportation status (See par. 2250-B1d).

E. Delayed Dependent Travel within a Designated Non-concurrent Travel Area. This subpar. applies when the old and new CONUS PDSs are non-concurrent dependent travel locations because of an ordered evacuation or natural disaster.

1. Delay Anticipated to Be for Less than 20 Weeks from the Member's Reporting Date. When the anticipated dependent travel delay is less than 20 weeks from the member's reporting date, dependent movement to any other location at Gov't expense is not authorized.

2. Delay Anticipated to Be for 20 or More Weeks from the Member's Reporting Date

- a. When the Secretarial Process denies dependent travel for 20 or more weeks from the member's reporting date, the dependent is authorized to be moved from the old PDS to an authorized designated place.
- b. A non-foreign OCONUS designated place may be authorized by the Secretarial Process when the domicile of the member/spouse before entering active duty (or marriage to the member) was at that non-foreign OCONUS location desired as the designated place and the member or spouse continues to be a domiciliary of that non-foreign OCONUS location.
- c. The PCS order must reflect the authorized designated place.

3. Travel Delayed while the Dependent Is En Route to the New PDS

- a. When the dependent is performing PCS travel and is en route to the new PDS within the designated non-concurrent travel area and a concurrent travel restriction is imposed on travel to the new PDS, the dependent enters into an awaiting further transportation status. See par. 2250-B1d.

- b. The PCS order must state that the dependent travel to the new PDS under that order is not authorized until authorized/approved by the Secretarial Process.
- c. When further travel is authorized/approved, the PCS order must be modified/amended to authorize/approve dependent travel.

F. Dependent Travels to an Alternate Location other than the Authorized CONUS Designated Non-concurrent Travel Area

1. General

- a. This par. applies when dependent(s) travel to a dependent-selected location not authorized by a travel order or performs travel prior to the issuance of an amended/modified PCS order.
- b. Travel and transportation reimbursement for dependent travel is contingent on the issuance of a PCS order authorizing dependent travel to the new PDS.

2. Anticipated Delay in the U.S. or at a Non-foreign OCONUS PDS is Less than 20 Weeks from the Member's Reporting Date. This subpar. applies to a dependent (separately or as a family) who elects to travel from the U.S. or a non-foreign OCONUS PDS from which the member is ordered, to a location, prior to the issuance of an amended/modified PCS order authorizing dependent travel to the new PDS, instead of remaining at the old PDS.

3. Anticipated Delay at a Foreign OCONUS PDS for Less than 20 Weeks from the Member's Reporting Date

- a. This par. applies to a dependent (separately or as a family) who travels from the foreign OCONUS PDS from which the member is ordered, to a location other than the designated place.
- b. A non-foreign OCONUS designated place may be authorized by the Secretarial Process when the domicile of the member/spouse before entering active duty (or marriage to the member) was at the non-foreign OCONUS location desired as the designated place and the person continues to be a domiciliary of that non-foreign OCONUS location.

4. Anticipated Delay is 20 or More Weeks from the Member's Reporting Date

- a. This subpar. applies to a dependent (separately or as a family) who elects to travel, from the member's PDS from which the member is ordered, to a location other than the designated place.
- b. A non-foreign OCONUS designated place may be authorized by the Secretarial Process when the domicile of the member/spouse before entering active duty (or marriage to the member) was at a non-foreign OCONUS location desired as the designated place and the person continues to be a domiciliary of that non-foreign OCONUS location.
- c. Reimbursement for dependent travel to the dependent-selected location and then to the PDS is limited to the Gov't's travel and transportation cost directly from the last place the dependent was moved at Gov't expense to the new PDS.
- d. Pars. 5050 and 5052 are not applicable when the authorized dependent designated place is unknown.
- e. Excess travel costs involving the dependent-selected location are the member's financial responsibility.

5138 SEPARATION FROM THE SERVICE OR RELIEF FROM ACTIVE DUTY EXCEPT FOR DISCHARGE WITH SEVERANCE OR SEPARATION PAY**A. General**

1. A member on active duty, who is separated from the Service or relieved from active duty under conditions other than those in pars. 5138-B, 5138-C, 5138 D, 5138-E and 5140-A1, is authorized dependent travel and transportation allowances NTE the authorization for travel:

- a. From the PDS/place the dependent was last transported at Gov't expense,
- b. To the place the member elects to receive travel allowances under par. 5066.

2. See par. 5206-I for excess cost information and par. 5320-A for authorized HHG transportation.

B. Duty Station Erroneously Designated as HOR

1. An officer who upon:

- a. Being commissioned from an enlisted grade;
- b. Being commissioned in the regular establishment while on active duty as an RC member; or
- c. Accepting a new commission in an RC without a break in service;

and whose HOR was erroneously designated as the place where the member was then serving rather than the actual HOR, is authorized, upon relief from active duty dependent travel and transportation allowances to the correct HOR if the conditions in 4 and 5 below are met.:

2. Member certifies that the duty station or a nearby place was erroneously designated as the HOR, and that the member's home was, in fact, at the certified place; and
3. Certified place agrees with the member's residence of record in the Service concerned upon the member's enlistment or entry on active duty for the service period during which the member obtained the commission.

C. Separation from the Service or Relief from Active Duty to Continue in the Service. A member who is separated from the Service or relieved from active duty to continue on active duty in the same/another status or in the same/another Uniformed Service, is not authorized dependent travel and transportation allowances unless the member is transferred on a PCS in conjunction with re-entry into or continuance in the Service.

D. Separation from the Service or Relief from Active Duty upon Expiration of Enlistment or Prescribed Term of Service. A member who is separated from the Service or relieved from active duty by reason of expiration of enlistment or prescribed term of service and who, on the following day, reenters the Service at the station at which separated or relieved with no change of PDS, is not authorized dependent travel and transportation allowances.

E. Relief from Active Duty for an RC Member Called (or Ordered) to Active Duty for Less than 20 Weeks. An RC member who is ordered to:

1. Active duty (including active duty for training) for less than 20 weeks; or
2. Active duty training for 20 or more weeks, when the active duty is performed at more than one location, but is less than 20 weeks at any one location;

is not authorized dependent travel and transportation allowances ICW relief from that active duty.

F. Member Serves Less than the Initial Prescribed Period of Service

1. This subpar. applies to a member separated from the Service or relieved from active duty who has not served at least 90% of an initial active duty enlistment or other initial period of active duty otherwise agreed to.
2. A member may be provided dependent transportation, if otherwise authorized, but no per diem, by transportation-in-kind by the least expensive common carrier transportation mode available or by payment of an amount equal to the Gov't's cost of the least expensive common carrier transportation that would have been furnished.
3. This subpar. does not apply to a member who is:
 - a. Retired for physical disability or placed on the TDRL (without regard to length of service) under [Chapter 61, 10 USC](#) (see par. 5140-A1a(1));
 - b. Retired with pay for any other reason (including transfer to the Fleet Reserve or Fleet Marine Corps Reserve) immediately following at least 8 years of continuous active duty with no single break of more than 90 days (see par. 51940A1a(2));
 - c. Separated from the Service or released from active duty for a medical condition affecting the member, as determined by the Secretary concerned;
 - d. Separated from the Service or released from active duty because the time period the member initially enlisted or otherwise initially agreed to serve is reduced by the Secretary concerned and is separated or released under honorable conditions;
 - e. Discharged under [10 USC §1173](#) for hardship; or
 - f. Discharged incident to a court-martial sentence or administratively discharged under other than honorable conditions.

G. Time Limit

1. Except when additional time is authorized/approved, travel must begin before the 181st day following separation from the Service or relief from active duty for authorization under this par.
2. When travel before the 181st day would impose a hardship on the separated member, a time limit extension (see par. 5000-B6) may be authorized/approved for a specific additional period of time through the Secretarial Process.

H. Member Ordered to a Place to Await Results of Disability Proceedings

1. A member, who:
 - a. Is found by a physical evaluation board unfit to perform the duties of the member's grade, and
 - b. Is not authorized to select a home under par. 5068, but
 - c. For the Gov't's convenience, is ordered to a place to await the results of the disability proceedings,

is authorized dependent travel and transportation allowances to that place providing the member signs a release that the results of the initial physical evaluation board will not be contested.

2. Dependent travel under this subpar. must not preclude authorization for dependent travel when a disability separation order, or other order, ultimately is issued.

3. Authorization is subject to adjustment upon final disposition of physical disability proceedings NTE the authorization for the distance from the member's PDS at the time the member received an order to proceed in an awaiting-orders status to the point the member is authorized incident to release from active duty, etc., less any amount previously paid for dependent travel to the waiting point.

I. Member Ordered to a College. An enlisted member, who is selected for separation to pursue an undergraduate degree through the ROTC scholarship program is authorized dependent travel and transportation allowances to the college, the HOR, or PLEAD, as the member elects.

5140 RETIREMENT, PLACEMENT ON TDRL, DISCHARGE WITH SEVERANCE OR SEPARATION PAY, OR INVOLUNTARY RELEASE FROM ACTIVE DUTY WITH READJUSTMENT OR SEPARATION PAY

A. General

1. Travel to HOS Authorized

a. A member on active duty is authorized dependent's travel and transportation allowances to the member's HOS under par. 5068-A from the last PDS or place to which the dependent was last transported at Gov't expense when the member is:

- (1) Retired for physical disability or placed on the TDRL (without regard to length of service);
- (2) Retired with pay for any other reason (including transfer to the Fleet Reserve or Fleet Marine Corps Reserve) immediately following at least 8 years of continuous active duty with no single break of more than 90 days (B-160488, 14 February 1967);
- (3) Separated with severance/separation pay immediately following at least 8 years of continuous active duty with no single break of more than 90 days; or
- (4) Involuntarily released from active duty with readjustment/separation pay immediately following at least 8 years of continuous active duty with no single break of more than 90 days.

b. A member authorized travel to a HOS under par. 5068-A:

- (1) Who qualifies under par. 5068-B or 5068-C by traveling to the HOS within the specified time limits, and
- (2) Whose dependent travels to a home other than the member's HOS,

is authorized dependent travel and transportation allowances for travel performed NTE the authorization for travel from the PDS, or place to which the dependent was last transported at Gov't expense, to the member's HOS.

c. Except as in par. 5140B, travel to a HOS must begin within 1 year after the member's termination of active duty.

d. In the case of a member who has not moved the dependent at Gov't expense during the current tour of duty, travel and transportation allowances for dependent travel from the HOR is authorized.

e. A member who is authorized HOS travel under par. 5068-A, may elect dependent travel under par. 5140-A to the member's HOR/PLEAD outside the U.S. under par. 5138-A ([53 Comp. Gen. 963 \(1974\)](#); [54 id. 1042 \(1975\)](#)).

2. Travel to HOS Not Authorized. A member on active duty is authorized dependent travel and transportation allowances under par. 5138-A when the member:

- a. Is retired without pay;
- b. Has less than 8 years of continuous active duty immediately preceding retirement for any reason other than physical disability; or
- c. Has less than 8 years of continuous active duty immediately preceding discharge with severance or separation pay, or is involuntarily released to inactive duty with readjustment or separation pay.

B. Time Limits

1. Member Undergoing Hospitalization or Medical Treatment

a. On Date of Termination of Active Duty

(1) A member authorized dependent travel and transportation allowances to a HOS under par. 5140-A1a(1) or 5140-C, who is confined in or undergoing treatment at a hospital on the active service termination date, is authorized dependent travel and transportation allowances to the HOS provided the travel begins within 1 year after the date of termination of the hospitalization or treatment.

(2) A longer time limit may be authorized/approved through the Secretarial Process. See par. 5000-B6.

b. During 1-Year Period after Date of Termination of Active Duty

(1) A member authorized dependent travel and transportation allowances to a HOS under par. 5140-A1a(1) or 5140-C, who is confined in/undergoing treatment at a hospital for any period of time during the 1-year period after the date of termination of active service, is authorized dependent travel and transportation allowances to the HOS provided the travel begins within 1 year after the active service termination date, plus a period equal to the hospitalization or treatment period.

(2) A longer time limit may be authorized/approved through the Secretarial Process. See par. 5000-B6.

2. Member Undergoing Education or Training

a. Authorization. A member authorized dependent travel and transportation allowances under par. 5140-A1a(1) who:

(1) Is undergoing education/training to qualify for acceptable civilian employment on the active service termination date; or

(2) Begins such education/training during the 1-year period after active service termination, or during the longer period authorized/approved under par. 5140-B1 (if applicable);

is authorized dependent travel and transportation allowances to the HOS provided the conditions in subpar. b below are met.

b. Conditions. Dependent travel and transportation allowances to the HOS are authorized in subpar. a above, provided that:

(1) Travel begins within 1 year after completion of education/training, or 2 years after the active service termination date, whichever is earlier; and

(2) Transportation is authorized/approved through the Secretarial Process.

Further extension of this time limit may be authorized/approved by the Secretarial Process. See par. 5000-B6.

3. Other Deserving Cases

a. An extension of the 1-year time limit in par. 5140-B1 or 5140-B2 (if applicable), may be authorized/approved through the Secretarial Process in cases other than those described in pars. 5140-B1 and 5140-B2 when an unexpected event beyond the member's control occurs that prevents the member from moving to the HOS within the time limit.

b. A time limit extension also may be authorized/approved through the Secretarial Process if it is in the Service's best interest, financially or otherwise, or substantially to the benefit of the member and not more costly or otherwise adverse to the Service.

c. Extensions may be authorized/approved only for the specific period of time the member anticipates is needed to complete the move.

d. If additional time is required, the member may request a further extension through the Secretarial Process.

e. An additional specific authorization time period may be authorized/approved through the Secretarial Process (B-126158, 21 April 1976).

f. The delays authorized under par. 5140-B3 must be incident to separation of the member from the Service (B-207157, 2 February 1983).

g. See par. 5000-B6 for restrictions to time limit extensions.

C. Recalled to Active Duty before Choosing a HOS

1. A member recalled to active duty before choosing and traveling to a HOS is authorized travel and transportation allowances for dependent travel to the member's HOS at the time of the last release from active duty under honorable conditions to resume the same or a different status.

2. The time limits in pars. 5140-A and 5140-B apply from the date of last release from active duty.

3. If the member dies after the last release, par. 5140-F applies.

D. Recalled to Active Duty after Choosing a HOS. A member recalled to active duty after choosing and traveling to a HOS is, upon release from active duty under honorable conditions to resume the same/different status, authorized dependent travel and transportation allowances to that HOS/PLEAD, whichever the member elects.

E. Member on TDRL Discharged or Retired

1. A member who is:

a. On the TDRL at the time of discharge with severance pay, or

b. Retired for any reason (including transfer to the Fleet Reserve or Fleet Marine Corps Reserve),

is not authorized dependent travel and transportation allowances ICW discharge/retirement.

2. See par. 5140-A or 5140-B for authority ICW placement on the TDRL.

F. Member Dies after Retirement or Release

1. After Choosing a HOS. When a member in par. 5140-A dies after claiming personal travel allowances (under par. 5068) to a HOS and the dependent has not traveled to the HOS and the member has not shipped HHG there, the dependent is authorized travel and transportation allowances for travel to the member's HOS or to some other place selected by the dependent NTE the authorization for travel to the member's HOS from the place to which the dependent was last transported at Gov't expense.
2. Before Choosing a HOS. If a member, authorized to choose a HOS under par. 5140-A, dies before choosing a HOS or before submitting a claim for personal travel and transportation allowances to a HOS and the member has not shipped HHG there, the member's dependent is authorized travel and transportation allowances to a home of the dependent's selection at a place the member would have been authorized to select under par. 5068 from the place the dependent was last transported at Gov't expense.
3. Time Limitations. Time limitations are the same as in par. 5140-B.

G. Member Ordered to a Place to Await Disability Retirement

1. A member who has been found by a physical evaluation board unfit to perform the duties of the member's grade and who, for the Gov't's convenience, is ordered to a place to await a further order ICW disability retirement, is authorized dependent travel and transportation allowances to that place, in addition to any authorization for dependent travel and transportation allowances when retirement or another order later is issued.
2. Authorization upon final disposition of retirement proceedings is limited to the authorization for travel from the PDS at the time the member received the order directing the member to proceed in an awaiting-orders status to the point the member is authorized incident to retirement, release from active duty, etc., less any amount previously paid for dependent travel and transportation to the waiting point.

5142 PDS CHANGED TO A DEPENDENT RESTRICTED TOUR STATION, OR SEA DUTY CHANGED TO UNUSUALLY ARDUOUS SEA DUTYA. General

1. When a member receives a PCS order to a PDS to which dependent travel is authorized and that PDS is:
 - a. Later changed to a dependent restricted PDS, or
 - b. Change in the designation of the duty aboard a ship, afloat staff, or afloat unit from sea duty to unusually arduous sea duty,

authority for dependent travel and transportation allowances to a designated place under par. 5116-A3 is as prescribed in par. 5142.

2. In this subpar. "appropriate POE" is the port used for sea travel, if there is one; otherwise it is the aerial POE.

B. Restriction/Change in Designation Imposed after an Order Is Received. When the restriction or change in designation is imposed after the date the member first receives the PCS order but before the dependent begins travel from the member's old PDS, the authority for dependent travel and transportation allowances is determined under par. 5116-A.

C. Restriction or Change in Designation Imposed after a Dependent Begins Travel

1. When the restriction or change in the designation is imposed after a dependent begins travel, circuitously or otherwise, on or after the date the member first receives the PCS order, dependent travel and transportation allowances are authorized from the old PDS to the place at which notification was received of the restriction or change in designation and from that place to a designated place authorized in par. 5142-A.
2. However, the authority in such cases cannot exceed that accruing from the old PDS to the appropriate:
 - a. POE serving the member's OCONUS PDS and from the POE to a place authorized in par. 5142-A in the case of a change to a dependent restricted tour, or
 - b. Home port of the ship and from the home port to a place authorized in par. 5142-A in the case of a change in designation of the duty of a ship.

D. Restriction/Change in Designation Imposed while the Dependent Is at a Designated Location. If the dependent is at a designated place authorized in par. 5142-A where they were located under a prior order on the date they received notification of the restriction/change in designation, no dependent travel and transportation allowances are authorized.

E. Restriction/Change in Designation Imposed after a Dependent Leaves the Designated Location

1. When the restriction/change in designation is imposed after the dependent begins travel from a designated place authorized in par. 5142-A, circuitously or otherwise, on/after the date the member first receives the PCS order, dependent travel and transportation allowances are authorized from that designated place to the place they receive notification of the restriction/change in designation and from that place to the previous or a new designated place.
2. The authority cannot exceed that from the designated place at which travel began to the CONUS home port or the appropriate POE serving the member's OCONUS PDS and from that home port or that POE to the designated place last chosen.

F. Restriction/Change in Designation Imposed while En Route from Old PDS or Home Port. When the restriction or change in designation is imposed after the dependent begins travel, but before the dependent arrives at or in the vicinity of the member's OCONUS PDS or home port, dependent travel and transportation allowances are authorized from the old PDS or home port where travel begins, to the place at which they receive notification of the restriction or change in designation and from that place to a:

1. Designated place in CONUS;
2. Temporary OCONUS location authorized/approved through the Secretarial Process; or
3. Designated place in a non-foreign OCONUS area if authorized/approved through the Secretarial Process.

G. Restriction/Change in Designation Imposed after the Dependent Arrives at Member's Duty Station

1. When the restriction/change in designation is:
 - a. Imposed after the dependent arrives at the member's OCONUS PDS/home port, or
 - b. Not known to the dependent until arrival at/in the vicinity of that PDS,

dependent travel and transportation allowances under par. 5142 are authorized to the same locations and under the same conditions as in par. 5142-F.

2. If dependent evacuation is necessary, par. 6025 applies.

H. Subsequent Authority

1. A member, otherwise authorized dependent travel and transportation allowances under par. 5074-A:

- a. Whose duty station is again changed from one to which dependent transportation is not authorized or to one to which dependent transportation is authorized, or
- b. The duty of a ship, afloat staff, or afloat unit to which assigned is changed from unusually arduous sea duty, or
- c. Who is transferred to a station to which dependent transportation is authorized,

is authorized dependent travel and transportation allowances to the PDS/ship's home port, up to those for travel from the place they were transported under par. 5143 to the PDS/appropriate home port.

2. When the dependent is in CONUS, return transportation to the same/another OCONUS PDS or appropriate home port may be authorized only when at least 12 months remain in the member's OCONUS tour following the dependent's estimated date of arrival at the PDS/home port or on the date command sponsorship is granted, whichever is later.

3. If the member elects, the dependent may be retained at the place the dependent traveled under pars. 5142-A through 5142-G until further transportation is authorized.

4. A dependent may be retained at a temporary OCONUS location to which transported under pars. 5142-F and 6025 only when authorized/approved through the Secretarial Process.

5. Dependent travel when the member is not authorized travel and transportation allowances under par. 5076 is governed by par. 6025.

5144 DEPENDENT TRAVEL AND TRANSPORTATION INCIDENT TO AN ALERT NOTICE**A. General**

1. A member of certain units is authorized dependent travel and transportation allowances, as though assigned to a dependent restricted tour, under par. 5116 ([45 Comp. Gen. 208 \(1965\)](#)).
2. This applies to a member whose unit has been officially alerted for movement to an OCONUS PDS (within 90 days after the alert notice) to which dependent transportation is not authorized.
3. This also applies to a member who is transferred or assigned by a PCS order to a unit so alerted.

B. Member Not Transferred to a Dependent Restricted OCONUS Tour after Alert Notice Announcement

1. When a dependent travels to a designated place under par. 5144-A, but the member is not transferred to the OCONUS PDS contemplated in the alert notice, dependent travel and transportation allowances are authorized from the designated place to the new PDS.
2. This also applies to return transportation to that PDS if the member is continued on permanent duty at the station where the alert notice was officially announced.

5146 DEPENDENT TRAVEL AND TRANSPORTATION INCIDENT TO TOUR EXTENSION

A. General. A member on a tour of less than the prescribed tour length at a PDS, who used dependent travel and transportation allowances upon assignment to that PDS, is authorized dependent travel and transportation allowances from the place the dependent is located to that PDS.

B. Limitations. Authority in this par. is limited:

1. Up to that from the old to the current PDS.
2. To the situation in which a member's tour is extended due to:
 - a. Unusual circumstances, and
 - b. The needs of the Service.
3. To the situation where a member did not move a dependent to that PDS initially because of the anticipated short time of assignment ([B-208861, 10 November 1982](#)).

5148 DEPENDENT TRAVEL AND TRANSPORTATION INCIDENT TO A COURT MARTIAL SENTENCE/ADMINISTRATIVE DISCHARGE UNDER OTHER THAN HONORABLE CONDITIONS (FOR A MEMBER STATIONED IN CONUS)

A. Travel and Transportation Allowances. A member (with dependent) stationed in CONUS, is authorized dependent PCS travel and transportation allowances, if the member:

1. Is sentenced by a court martial to:
 - a. Confinement for more than 30 days,
 - b. Receive a dishonorable/bad conduct discharge, or
 - c. Dismissal from a Uniformed Service, or
2. Receives an administrative discharge under other than honorable conditions.

B. Authority. Dependent travel and transportation allowances (including the payment of per diem under par. 5194) are authorized by a Service-designated authority who determines:

1. The authorized destination, and
2. That a reasonable relationship exists between the conditions/circumstances in the specific case and the authorized destination.

C. Travel Request. Travel may be requested by:

1. The member,
2. The member's spouse, or
3. Another dependent (if the member has no spouse, or the spouse is not available).

D. Travel Destination. The dependent destination must be a designated place, except that a foreign-born dependent may be returned to the dependent's native country. See 5096-G, Note.

E. Travel and Transportation Reimbursement Payment. Travel reimbursement may be paid to the:

1. Member, or
2. Dependent/ex-spouse, when the member authorizes payment to either of them (B-193430, 21 February 1979).

F. Travel Time Limit. Except when additional time is authorized/approved by the Secretarial Process (see par. 5000-B6), dependent travel must start within 180 days from the date:

1. The court martial is completed, or
2. Of administrative discharge.

5150 DEPENDENT TRAVEL AND TRANSPORTATION INCIDENT TO AN IPCOT

A. General

1. This par. covers authorized dependent travel and transportation allowances for a member stationed OCONUS who is selected to serve an IPCOT.
2. An IPCOT is not an extension; it is another full tour.

B. Unaccompanied to Accompanied Tour

1. Dependent travel and transportation at Gov't expense from a designated place to the current PDS the IPCOT is to be served if the dependent is command sponsored prior to travel to the current PDS at which the IPCOT is to be served.
2. A member who acquires a dependent after the PCS order effective date, but before entering an IPCOT, is authorized dependent travel and transportation allowances to the current PDS the IPCOT is to be served if the dependent is command sponsored prior to travel to the current PDS at which the IPCOT is to be served. Travel and transportation allowances in this case are from the place the dependent is located to the current PDS.

C. Accompanied to Unaccompanied Tour. The provisions of par. 5114-D apply.

D. Accompanied to Accompanied Tour

1. A member who acquires a dependent after the PCS order effective date, but before entering an IPCOT, is authorized dependent travel and transportation allowances to the current PDS the IPCOT is to be served if the dependent is command sponsored prior to travel to the current PDS the IPCOT is to be served.
2. Travel and transportation allowances in this case are from the place the dependent is located to the current PDS.

5152 DEPENDENT TRAVEL WHEN MEMBER OFFICIALLY REPORTED AS DEAD, INJURED, ILL, OR ABSENT FOR MORE THAN 29 DAYS IN A MISSING STATUS, OR UPON DEATH

A. General. This par. applies to a dependent (without regard to command sponsorship ([B-158661](#), [22 December 1966](#))) whose sponsor is on active duty and who is officially reported as dead, injured, ill, or absent for a period of more than 29 days in a missing status ([37 USC §484](#)), or who dies while entitled to basic pay ([37 USC §476\(f\)](#)).

B. Definitions

1. Dependent. See App A1. When a member, entitled to basic pay, dies while on OCONUS duty, "dependent" includes an unmarried child who was transported at Gov't expense to that member's PDS, incident to the member's assignment, and became age 21 while the member was serving at that PDS (see par. 5088-B).
2. Transportation. "Transportation," as in this par., includes transportation in kind or reimbursement under par. 5074-B2, and/or MALT under par. 5154-A.

C. Limitations

1. Destination. Travel at Gov't expense may not be authorized/approved under this subpar. unless a reasonable relationship exists between the dependent's circumstances and the requested destination, as determined by the Service Concerned.
2. Dependent Travel when Member Officially Reported as Injured, Ill, or Absent for More than 29 Days in a Missing Status ([37 USC §484](#))
 - a. General. Authority ends for dependent travel and transportation allowances if the dependent does not begin travel to the final home within 1 year after the date of the official status report.
 - b. Exception. Travel at a later date may:
 - (1) Be authorized/approved through the Secretarial Process IAW [37 USC §484](#).
 - (2) *Not* be authorized/approved for escort travel for the dependent in par. 5152-F.
 - c. Delayed Travel. Gov't funded travel and transportation allowances are not authorized when travel is delayed and is not performed until after receipt of official notice that the member has returned to an active status.
 - d. Per Diem. *Per diem is not payable ICW dependent transportation authorized in this subpar.*
3. Dependent Travel and Transportation when Member Officially Reported as Dead ([37 USC §476](#))
 - a. Death Occurs On/After 6 January 2006. If a member on active duty dies on/after 6 January 2006, the dependent has 3 years, beginning on the member's date of death to choose a HOS. **Example:** Member died on 10 January 2006. Family had until 9 January 2009 (3 years) to make a HOS.
 - b. Per Diem. Per diem (see par. 5094) is authorized for a dependent authorized transportation in this par., ICW the death of a member entitled to basic pay ([37 USC §476\(f\)](#)).

D. When Authorized1. General

- a. A dependent may be furnished transportation to a member's HOR or to another location as authorized/approved by the official designated by the Secretarial Process when the dependent receives official notice that the member is:
 - (1) Dead; or
 - (2) Injured and/or ill and the anticipated period of hospitalization or treatment is expected to be prolonged as shown by a statement of the commanding officer at the receiving hospital; or
 - (3) Absent for a period of more than 29 days in a missing status.

b. When a dependent is residing OCONUS at the time the member on permanent duty OCONUS dies, the dependent may be transported to an interim location (within the limitation imposed in par. 5152-C2) to reside pending a decision by the dependent as to what location to exercise the authority to a final move at Gov't expense. That final move must be exercised within the time limit in par. 5152-C3.

2. Additional Moves

a. Status Change. A dependent moved under this par. may again be moved under this par. when official notice is received that the member's status has changed from one to another of those listed in par. 5152-D1.

b. No Status Change Member Reported as Missing for more than 1 Year. A dependent moved under this par. may be moved again under this par. when the member has been reported officially as absent for a period of more than 1 year in a missing status and the Secretarial Process determines that the circumstances justify an additional move.

3. Termination of Casualty Status. When the member's casualty status is terminated, authority for dependent travel and transportation allowances under par. 5074 is determined IAW this Part.

E. Administrative Instructions. Each Service must issue regulations/instructions necessary for the judicious administration of the authority in this par.

F. Dependent Escort Travel (10 USC §1036)

1. See Ch 7, Part D, for escort travel accompanying an eligible dependent under this par., when it is determined by the AO/Commanding Officer that:

a. Dependent travel is necessary; and

b. The dependent is incapable of traveling alone because of age, mental or physical incapacity, or other extraordinary circumstances IAW Service regulations.

2. Roundtrip travel and transportation allowances may be paid to any person for travel performed, or to be performed, under a competent order as an escort for the member's dependent, if the travel is performed not later than one year after the member:

a. Dies,

b. Is missing, or

c. Otherwise unable to accompany the dependents.

3. *Travel and transportation allowances extension beyond the stated time limit is not authorized regardless of the circumstances.*

4. Travel and transportation allowances may be paid in advance IAW Service regulations.

5153 TRAVEL AND TRANSPORTATION FOR A DEPENDENT RELOCATING FOR PERSONAL SAFETY**A. General**

1. The member's spouse or the parent/court appointed guardian of a dependent child may request relocation for personal safety and may be authorized travel and transportation under this par. if the Service designated official determines that:
 - a. The member has committed a dependent abuse offense against a member's dependent;
 - b. A safety plan and counseling have been provided to the dependent;
 - c. The dependent's safety is at risk; and
 - d. Dependent relocation is advisable.
2. Dependent(s) relocation must be in the best interest of the:
 - a. Member/member's dependent(s), and
 - b. U.S. Gov't.

B. Definitions

1. Dependent Child. For this par., the following is a member's dependent:
 - a. Dependent/acquired dependent as defined in App A1; and
 - b. A member's unmarried child who was transported to the member's PDS at Gov't expense and who, by reason of age or graduation from (or cessation of enrollment in) an institution of higher education, would otherwise cease to be the member's dependent while the member was serving at that station.
2. Dependent Abuse Offense. A dependent abuse offense is conducted by a member (as defined in [10 USC §1059\(c\)](#)) on active duty for more than 30 days that involves abuse of the spouse/dependent child.

C. Restriction. HHG/POV transportation may be authorized only if the member's written agreement, or an order of a court of competent jurisdiction, gives HHG/POV possession to the member's spouse/dependent.

D. Authority

1. When a PCS order has not been issued, or when it has been issued but cannot be used as authority for the transportation of the member's dependent(s), baggage, and HHG; transportation may be authorized for the member's dependent(s), baggage, and HHG from the PDS to the designated relocation site in the U.S., or its possessions, or if the dependent(s) is a foreign national to the dependent's native country.
2. Transportation in kind, transportation reimbursement, or 'MALT Plus', is authorized for the dependent(s).
3. If the member's PDS is OCONUS, transportation may be authorized for one POV that is owned/leased by the member/dependent and is for the member's dependent's personal use.
4. Transportation of HHG in NTS to the designated relocation site may be authorized.

E. Reimbursement. IAW [37 USC §476\(h\)\(4\)\(A\)](#), 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 member.

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CHAPTER 5: PERMANENT DUTY TRAVEL**PART A: MEMBERS ONLY****SECTION 6: POV TRANSPORTATION AND STORAGE****SUBSECTION c: POV STORAGE****5372 CARE AND STORAGE**

- A. Gov't Responsibility. The Gov't 's responsibility begins when the POV is accepted for storage and continues (including during continued storage at traveler's expense) until the POV is delivered to the traveler.
- B. Member Responsibility. See the [SDDC](#) website, and "[Storing Your POV](#)" for the traveler's responsibilities and other requirements related to POV storage.
- C. Limitations. Storage of more than one POV, and/or storage of a POV instead of authorized transportation, is not allowed.
- D. Additional POVs. A traveler is financially responsible for storage and/or transportation of additional POVs.

5374 DEFINITION

The following definition is used *only* for the purposes of this Section:

NON-FOREIGN OCONUS AREA. The states of Alaska and Hawaii , the Commonwealths of Puerto Rico and the Northern Mariana Islands, and any U.S. possession.

5376 GENERAL

- A. General. POV storage is in lieu of POV shipment.
- B. Scope
1. This Section prescribes POV storage allowances for eligible members:
 - a. Ordered to a foreign/non-foreign OCONUS (par. 5374) PDS to which a POV is not permitted to be transported, or
 - b. Sent TDY for more than 30 days to a contingency operation.
 2. This section also covers allowances associated with:
 - a. Travel to and from designated storage facilities,
 - b. POV storage preparation,
 - c. Actual storage costs,
 - d. POV preparation for removal from storage, and
 - e. Costs associated with delivery to the next authorized destination (par. 5344).
 3. See App A1 for the definition of a contingency operation.

5378 ELIGIBILITY

A. General. A member is eligible to have one POV stored at a storage facility if the member is:

1. Ordered to make a PCS to a foreign/non-foreign OCONUS area (par. 5374) PDS; and the
 - a. Laws, regulations, and/or other restrictions imposed by the foreign country, area, or the U.S. preclude shipment/entry of a POV at Gov't expense into that foreign/non-foreign OCONUS (par. 5374) PDS; or
 - b. POV would require extensive modification (other than normal maintenance servicing) as a condition to entry into the foreign/non-foreign OCONUS (par. 5374) PDS;
2. Sent TDY for more than 30 days to a contingency operation (App A1): or
 - *3. Sent TDY for more than 30 days in support of humanitarian assistance or other emergency operations, as declared by Executive Order or the Administering Secretary, and the Secretary Concerned authorizes POV storage; or
 - *4. Authorized POV transportation due to a change in a ship's home port and there is more than 30 days between the ship's departure from the old home port and arrival at the new home port.

B. Storage. The Services, through their Secretarial processes, may designate POV storage facilities.

1. Gov't procured Storage Available

- a. If a Service elects to store a member's POV, the member may personally arrange storage at a commercial storage facility.
- b. A member who personally arranges for storage at a facility other than the Service designated facility is reimbursed for the actual storage cost, NTE the Gov't's constructed storage cost.

2. Gov't procured Storage Not Available. The member arranges POV storage at a commercial storage facility and is reimbursed for the actual storage costs when:

- a. Gov't procured storage:
 - (1) Is not available, or
 - (2) Has not been designated, or
- b. The member is instructed by the shipping officer/TO to store the POV at personal expense,

C. PCS Order Effective Date. A member is eligible for POV storage:

1. ICW a contingency operation TDY start date or a PCS order effective date on/after 1 April 1997.
2. Upon entering an IPCOT if the IPCOT begins on/after 1 April 1997. The storage authority begins effective with the beginning of the IPCOT.

5380 STORAGE IN LIEU OF SHIPMENT

A. General. POV storage is in lieu of POV shipment both to and from the foreign OCONUS PDS to which POV shipment is prohibited.

B. Limitations. A member who stores a POV at Gov't expense:

1. Is not authorized POV shipment from the foreign OCONUS location upon subsequent PCS.
2. May ship the stored POV if ordered on a COT and POV transportation is permitted to the subsequent OCONUS PDS.
3. May not continue to store the POV, at Gov't expense, while shipping another POV to the subsequent OCONUS PDS. This is based on the shipping allowance to the subsequent OCONUS PDS.
 - a. Example 1: A member PCSs from CONUS to Japan (POV transportation not authorized) and the Gov't pays to store the member's POV. The member receives a PCS order to a CONUS PDS and wants to ship a POV from Japan to the new CONUS PDS. The member does not have POV shipping authority from Japan because the member stored a POV.
 - b. Example 2: A member PCSs to Japan (POV transportation not authorized) and the Gov't pays to store the member's POV. The member receives a PCS order to another OCONUS location where POV shipment is authorized. The member is authorized shipment of the POV from storage to the new OCONUS PDS.
4. May not ship a POV that is removed from storage before departing PCS/entering an IPCOT.
5. Who removes the POV from storage upon an IPCOT/COT may be authorized POV shipment upon subsequent PCS after the IPCOT/COT tour.

5382 TRANSPORTATION REIMBURSEMENT TO/FROM A STORAGE FACILITY

A. General. If a Service elects:

1. To transport the POV to and/or from the storage location, the member may elect to personally arrange POV transportation. This is the member's option.
2. *Not to transport the POV to and/or from the storage location*., the member personally arranges the transportation to and/or from the selected storage facility.

B. Gov't procured Transportation Available to and/or from Storage Facility

1. The member is reimbursed the automobile mileage rate for the official round trip distance between the old/new PDS (as appropriate) to and/or from the vehicle port/VPC or other point designated for turnover for transportation to and/or from storage.
2. When Gov't procured transportation to and/or from a storage facility is available but the member elects to personally arrange for POV delivery to and/or from a storage facility, the member is reimbursed for the actual transportation cost NTE the Gov't's constructed transportation cost. If the POV is driven, the member is reimbursed the automobile mileage rate for the official round trip distance NTE the Gov't's constructed transportation cost.
3. For an OCONUS Traveler, the member is reimbursed for one way transportation at the automobile mileage rate between the designated storage facility and the authorized location (i.e., PDS, VPC/ vehicle port) NTE the Gov't's constructed transportation cost of shipping/transporting the POV.

C. Gov't procured Transportation Not Available to and/or from Storage Facility. When Gov't procured transportation to and/or from storage is not available, or the member is instructed by the shipping officer/ TO to personally arrange POV transportation, the member is reimbursed for the actual transportation cost. If the POV is driven, the member is reimbursed the automobile mileage rate for the official round trip distance.

Travel time computed under par. 5012 is allowed for the round trips to deliver and/or pick up a POV under par. 5382-A.

D. Delivery/Pick Up

1. The Service concerned may elect to transport a member's POV to and/or from the storage facility.
2. ***Vehicle storage transportation reimbursement may only be paid as mileage (par. 2600) and is only for the round trip distance from the old PDS to the closest VPC/loading port servicing the old PDS.*** This limitation does not apply to a member who stored a vehicle commercially with Gov't reimbursement for storage expenses at a location other than the closest VPC/loading port servicing the old PDS before 1 June 2003.
3. A roundtrip is authorized to:
 - a. Deliver the POV to the storage facility, and
 - b. Pick up the POV from the storage facility.
4. These roundtrips are available only if POV delivery and/or pickup is:
 - a. Not concurrent with PCS travel, or
 - b. ICW TDY on a contingency operation.
5. For this Section, an RC member's PLEAD is the PDS. For POV delivery to storage upon the first PCS, the "old PDS" is the member's HOR/PLEAD. For POV pick up upon separation or retirement, the "new PDS" is the HOR/authorized HOS of the member under par. 5068-A1.

E. Delivery Accomplished Concurrently with Member's PCS Travel and No TDY En Route Is Involved

1. Delivery - Travel to Passenger Port via Storage Facility. An eligible member and/or dependent(s) who travel via the designated storage facility are authorized PCS allowances (including per diem) for direct travel from the old PDS to the designated storage facility and from the designated storage facility to the passenger POE.
2. Delivery - Travel to Storage Facility via Passenger Port. An eligible member, who travels from the old PDS to the passenger POE to drop off dependents, then to the designated storage facility, and then returns to the passenger port, is paid PCS allowances (including per diem) from the old PDS to the passenger POE for self and dependents, plus PCS allowances for self from the passenger port to the designated storage facility. ***Reimbursement for travel back to the passenger POE is not authorized.***

F. Pick Up Accomplished Concurrently with Member's PCS Travel and No TDY En Route Is Involved. An eligible member (and/or dependent(s)) who travels via the designated storage facility is authorized PCS allowances (including appropriate per diem) for direct travel from the passenger POD to the designated storage facility and then to the new PDS.

G. Delivery/Pick Up from a Designated Storage Facility Accomplished Concurrently with TDY En Route

1. Delivery to a Designated Storage Facility ICW TDY En Route. An eligible member who delivers a POV to a designated storage facility ICW a PCS to a foreign/non-foreign OCONUS (par. 5374) PDS with TDY en route, is authorized:
 - a. MALT for one authorized traveler for the official distance from the old PDS to the TDY station(s) en route plus a per diem (par. 5026);
 - b. MALT for one authorized traveler for the official distance from the TDY station to the designated storage facility; and
 - c. PCS allowances (including appropriate per diem) for direct travel from the designated storage facility to the passenger port.

2. Pick Up in ICW TDY En Route. An eligible member, who picks up a POV from a designated storage facility ICW PCS travel to/from an en route TDY station, is authorized:
 - a. PCS allowances (including appropriate per diem) for direct travel from the passenger port to the designated storage facility;
 - b. MALT for one authorized traveler for travel for the official distance from the designated storage facility to/from the TDY station; plus a per diem for the member at the rates prescribed in par. 5026; and
 - c. MALT for one authorized traveler for the official distance from/to the TDY station en route to the new PDS plus a per diem for the member at the rates prescribed in par. 5026.
3. Dependent Travel and Transportation Allowances. When a dependent(s):
 - a. Accompanies the member and/or delivers the POV to the designated storage facility, dependent travel and transportation allowances are computed using par. 5092.
 - b. Picks up the POV from the designated storage facility without traveling to the TDY en route location, dependent travel and transportation allowances are IAW par. 5382-F.

5384 STORAGE FACILITIES USED

- A. Designated Storage Facilities. The Services, through their Secretarial processes, may designate POV storage facilities (par. 5378).
- B. Personally Procured POV Storage
 1. Commercial Storage Facilities
 - a. General. Commercial storage facilities include storage facilities at which anyone may store a POV (i.e., not limited to the particular member/service members in general).
 - b. Storage Reimbursement. A member may be reimbursed for storing one POV at a commercial facility (par. 5378).
 - c. Travel Reimbursement. A member may be reimbursed for travel to/from a commercial storage facility NTE the cost of travel to the Service designated storage facility.

Example: A member stationed in Fort Bragg, NC, chooses to store a POV in a commercial storage facility in Raleigh, NC. The Service designated facility is in Goldsboro, NC. Member may be reimbursed for travel to/from the commercial facility NTE the cost of travel to/from Fort Bragg to Goldsboro.
 2. Non-commercial Storage Facility
 - a. General. *Storage in a private residence, garage, or on a private lot does not constitute storage at a commercial facility.*
 - b. Storage Reimbursement. A member who stores a POV at a non-commercial storage facility must not be reimbursed for the costs associated with the POV vehicle's storage.
 - c. Travel Reimbursement. A member who stores a POV at a non-commercial storage facility must not be reimbursed for the costs associated with or transportation to/from storage.

5386 FACTORS AFFECTING POV STORAGEA. Order Amended, Modified, Canceled, or Revoked.

1. A POV stored or shipped after PCS order receipt/notification of deployment on a contingency operation may be removed and shipped/transshipped to the proper destination, including the old or current PDS, at Gov't expense, if the PCS/contingency operation notification order is later amended, modified, canceled, or revoked.
2. If less than 12 months remain on an OCONUS tour, the POV may not be removed from storage for shipment. The exceptions for HHG transportation in par. 5194 apply to this subpar..

B. Storage before an Order is Issued. POV storage is permitted before a PCS order/contingency operation order/notification is issued to a member. A written statement must support the storage request:

1. From the PCS/contingency operation designating AO or the designated representative that the member was advised before such an order/notification was issued, that it would be issued, and
2. Signed by the shipping applicant agreeing to be financially responsible for:
 - a. The entire storage cost if the PCS order/contingency order/notification to authorize storage is not issued later, and
 - b. Any additional POV transshipment costs to another storage facility required because the PDS named in the order is different than the PDS named in the statement required in par. 5386-B1 (or return to the current PDS if the contingency order/notification is not issued).
3. The length of time before a PCS order/contingency operation notification is issued, during which a member may be advised that the PCS order/notification is to be issued, may not exceed the relatively short period between the time when a determination is made to order the member to make a PCS (or take part in the contingency operation) and the date the order/contingency operation notification is actually issued.
4. General information furnished to the member concerning PCS order/contingency operation notification issuance before the determination is made to actually issue the order/notification (e.g., eventual release date from active duty, expiration date of service term, retirement eligibility date, expected rotation date from foreign/non-foreign OCONUS (par. 5374) duty, anticipated contingency departure date, etc.) is not advice that the order/notification is to be issued ([52 Comp. Gen. 769 \(1973\)](#)).

C. Time Limitation. Unless otherwise prescribed in the JTR, POV storage for a member may be initiated any time while the order remains in effect and prior to receipt of the next PCS order, as long as the POV storage is incident to the member's PCS rather than for personal reasons ([45 Comp. Gen. 589 \(1966\)](#); [B-183436, 22 July 1975](#)).**5388 RESTRICTIONS**A. Vehicle Size

1. A member, who stores a POV that exceeds the SDDC storage contract maximum standard size, is financially responsible for any storage cost caused by the vehicle's excess size (pars. 1015-C2h, 2000-D and 2125).
2. The Secretarial Process may authorize/approve storage of an oversized POV (as the one POV for which storage may be authorized) if the member/dependents(s) require the oversized POV for medical reasons.
3. Excess costs are collected IAW Service regulations.

B. Combining POV Size Limitation when Member Married to Member

1. The size restriction in par. 5388-A may be ignored for storing one larger vehicle at Gov't expense in lieu of storing two POVs (one POV stored for each member) during an assignment when each member is authorized POV storage.
2. Payment for storing the vehicle may not exceed the Gov't's total cost if each member had stored a vehicle within the maximum standard size.

C. **Other Excess Storage Costs.** Excess storage costs, incurred due to the member's negligence or choice, are the member's financial responsibility (pars. 1015-C2h, 2000-D and 2125).

5390 CONTINUED POV STORAGE**A. Continued POV Storage for Active Duty Members.**

1. A POV may remain in storage at Gov't expense for up to 90 days after the member returns from:
 - a. An OCONUS PDS (par. 5374) to which the POV could not be shipped, or
 - b. TDY on a contingency operation.
2. Storage charges accrued after the 90 days are the member's financial responsibility, unless additional storage is authorized/approved through the Secretarial Process.

B. Continued POV Storage upon Separation from Service or Relief from Active Duty, Retirement, Placement on TDRL, Discharge with Severance or Separation Pay, or Involuntary Release from Active Duty with Readjustment or Separation Pay**1. Separation from Service or Relief from Active Duty**

- a. A member, separated from the Service/relieved from active duty who has a POV in storage under par. 5378, is authorized continued POV storage until the 180th day after the active duty termination date, ***unless specifically prohibited in par. 5320.***
- b. Storage charges, accrued on/after the 181st day, are the member's financial responsibility, unless additional storage is authorized/approved through the Secretarial Process.

2. Retirement, Placement on TDRL, Discharge with Severance or Separation Pay, or Involuntary Release from Active Duty with Readjustment or Separation Pay.

- a. A member, retired, placed on the TDRL, discharged with severance or separation pay, or involuntarily released from active duty with readjustment or separation pay, who has a POV in storage under par. 5378, is authorized continued POV storage for up to 1 year from the active duty termination date (including by a member's death).
- b. The authority and circumstances in par. 5318 apply for extending the 1 year storage limit.
- c. Storage charges, accrued on/after the 366th day, are the member's (or dependent's) financial responsibility, unless additional storage is authorized/approved through the Secretarial Process.

3. **Pickup/Delivery Out of Storage.** Pickup/delivery out of storage is authorized at Gov't expense, regardless of time in storage (as long as the member's order is valid). This includes storage that has been converted to storage at the member's expense.

5392 FUNDS ADVANCE

Authorized POV storage costs may be paid in advance.

CHAPTER 7: SPECIAL CIRCUMSTANCES TRAVEL AND TRANSPORTATION

PART B: MEDICAL RELATED TRAVEL

SECTION 3: OCONUS DEPENDENT MEDICAL CARE TRAVEL

MEMBERS ONLY

7105 OCONUS DEPENDENT MEDICAL CARE TRAVEL

A. Dependent Definition. As used in this par., a "dependent" is *any* dependent located OCONUS who has an active duty sponsor and who has been authorized, through the Secretarial Process, medical care in a Service medical facility without reimbursement.

B. Local Medical/Dental Care Not Available

1. Authorization/Approval. The commanding officer/other Service designee for a member on OCONUS active duty may authorize/approve dependent transportation if the dependent:

- a. Is accompanying the member and the member has been on active duty for more than 30 days; and
- b. Requires care not available in the member's OCONUS PDS area.

2. Medical/Dental Care. A dependent may be provided travel and transportation for medical/dental care to the nearest appropriate medical/dental facility where adequate medical/dental care is available, except as par. 7105-B3.

3. Exceptions. A dependent participating under a dental plan established under [10 USC §1076a](#) (currently TRICARE) may not be provided transportation to the nearest appropriate dental facility where adequate dental care is available *except for*:

- a. Emergency dental care,
- b. Dental care provided at an OCONUS location, or
- c. Dental care not covered by the dental plan.

C. Elective Surgery. *Travel and transportation reimbursement is not authorized for a dependent that travels for elective surgery.*

Effective 1 October 2014

D. Transportation to and from a Medical and/or Dental Facility. When practicable, Gov't transportation should be used for transportation authorized by this par. When Gov't transportation is not available or its use is not practicable, dependent patients must be transported by:

1. Gov't procured commercial transportation,
2. Personally procured commercial transportation, or
3. POC.

When personally procured commercial transportation is used, reimbursement for the actual cost of the transportation used is authorized. If a POC is used, the dependent is authorized the Other Mileage Rate (see par. 2600) for the official distance, and reimbursement for highway, bridge, and tunnel tolls; and reimbursement for parking fees.

However, reimbursement for the travel performed by personally procured commercial transportation or by POC is limited to what it would have cost had the transportation been furnished by the Gov't (i.e., Gov't or Gov't procured transportation). **NOTE: This limit does not apply when Gov't or Gov't procured transportation is not available.** If a dependent is transported by POC and an attendant is authorized a transportation allowance, no additional transportation expense on behalf of the dependent is authorized.

E. Return Transportation. Upon hospitalization/medical/dental care termination, the dependent's transportation is authorized to the member's PDS or to another place determined appropriate by the AO.

Effective 1 October 2014

F. Outpatient Transportation. Reimbursement is authorized for the actual expenses incurred for the dependent's transportation between transportation terminal, medical/dental facility, and lodging when the dependent is receiving outpatient care at a medical/dental facility outside the member's PDS area. Actual expenses incurred for transportation cost between medical/dental facility and lodging may be reimbursed for the number of trips the dependent must make between those two places. The transportation mode used should be the least costly mode available that adequately meets the patient's needs. When POC is the appropriate mode, the Other Mileage Rate (see par. 2600) is paid for the distance traveled based on odometer readings, in addition to reimbursement for highway, bridge, and tunnel tolls; and reimbursement for parking fees.

*G. Lodging and Meals. Eligible dependents may be authorized the following lodging and meals expense per the AO determination IAW Service/DoD agency policy. A dependent is not authorized meal expenses for roundtrip travel that is performed within 12 hours (see par. 4100-B). This includes travel time to/from the medical/dental facility and time at the medical/dental facility for outpatients.

*1. The actual cost of dependent's lodging (including tax (NOTE), tips, and service charges) and actual cost of meals (including tax and tips, but excluding alcoholic beverages) may be reimbursed NTE the locality per diem rate for the medical/dental facility location.

*2. A newborn infant is authorized actual expense NTE one-half of the applicable daily locality M&IE rate. The allowances eligibility applies to each infant if multiple dependents are involved. See pars. 3005-I and 7105-E for infant(s) return transportation upon termination of hospitalization/medical/dental termination care.

*For example, if the infant's formula and fluids cost for a 10-day TDY post-delivery period is \$50 and the applicable locality per diem M&IE rate is \$46; infant(s) daily limitation is \$23. The average daily M&IE incurred was \$5; therefore, pay the lesser amount of \$50 vice \$218.50 (\$23 @ 8 days (\$184) + \$34.50 (17.25 @ 2) (23 @ .75) first/last days)). The mother who is the member or eligible dependent spouse of a member claims the associated lodging, services charges, tips, transportation, and similar adult determined costs if applicable.

*3. The amount paid for lodging and meals may not exceed the maximum amount allowed for lodging and M&IE, respectively, authorized in the medical/ dental facility locality per diem rate.

NOTE: The locality per diem lodging ceiling in CONUS and in a non-foreign OCONUS area (App A1) does not include lodging tax. Lodging tax in CONUS and in a non-foreign OCONUS area is a reimbursable expense (App G). The locality per diem lodging ceiling in a foreign area (App A1) includes lodging tax. Lodging tax in a foreign OCONUS area is not a reimbursable expense.

Effective 1 October 2014

H. Reimbursable Expenses. The dependent is authorized reimbursement for the reimbursable expenses listed in App G. Receipt requirements are the same as those in par. 2710.

I. Attendants for a Dependent. If a dependent is unable to travel unattended, roundtrip travel and transportation allowances are authorized for necessary attendants as provided in Ch 7, Part D.

J. Advance. Funds may be advanced to cover expenses reimbursable under this par.

K. Administrative Provisions. An order authorizing/approving dependent travel for medical or surgical care must cite par. 7105 as authority. A statement by a competent medical official (military or civilian, as available) must support the order as to the seriousness of the condition and the absence of adequate military and civilian facilities for proper treatment. If a medical official is not available, the order must so indicate and the AO's statement in the order that proper medical facilities are not available then suffices. For non-emergency conditions, the receiving medical facility must agree to accept the patient before the order is issued.

L. Subsequent Travel and Transportation. A member otherwise authorized dependent travel and transportation allowances under par. 5074-A, whose dependent is transported to a place other than the member's PDS under this par., is authorized, upon reassignment, travel and transportation expenses for that dependent for direct PCS travel between that place and the destination authorized in the reassignment order.

M. Accompanying Dependent Who Is Not an Attendant/Escort. If authorized, the dependent is limited to round trip air transportation only (no per diem) between the OCONUS PDS and the medical facility stated in the patient's travel order.. Any further travel costs for the accompanying dependent are the personal financial responsibility of the member. See par. 7105 for eligibility.

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CHAPTER 9: STATION ALLOWANCES
***(OCONUS COLA AND TLA)**

PART A: DEFINITIONS

MEMBERS ONLY

9000 DEFINITION OF TERMS AS USED IN CHAPTER 9

A. Member with Dependents. In Ch 9, a member who:

1. Is authorized to have dependents reside at/in the member's OCONUS PDS vicinity, and whose dependents do so reside, or
2. Is joined by or who acquires dependents while serving outside CONUS, provided the dependents are command sponsored. The requirement to be command sponsored does not apply to a member whose PDS is in a non-foreign OCONUS areas if the dependents who join or are acquired by the member are bona fide residents of the respective non-foreign OCONUS area, or are officers or employees of the U.S. stationed in the non-foreign OCONUS area, as the case may be, or
3. On the PCS order effective date had a member spouse who was later released from active duty, or separated/retired from the Service, and remained in the vicinity of the first member's former PDS.

NOTE: A member is authorized COLA for all command sponsored dependents (including a Federal employee spouse/child who is eligible for a post allowance in his or her own right).

B. Member without Dependents. In Ch 9, a member without dependents means a member:

1. Who has no dependents, or
2. Whose dependents do not reside at/ in the PDS vicinity, or
3. Who is not a "member with dependents" under par. 9000-A, during the remainder of a tour in which dependents join or are acquired by the member, or
4. Who has non-command sponsored dependents residing at/in the PDS vicinity, or
5. Who does not have legal custody and control of the dependents ([*B-131142, June 3,1957](#)). ***NOTE: For COLA/TLA purposes a member paying child support is a member without dependents unless the member has command sponsored dependents at the PDS other than the dependents on whose behalf the member is paying child support.***

NOTE: A member assigned to an unaccompanied tour or unusually arduous sea duty whose dependent remains at the member's old OCONUS PDS or is at a designated place at an OCONUS location IAW par. 5116-A is a member without dependents at the member's unaccompanied/unusually arduous PDS for station allowance purposes and is eligible for station allowances at the with dependents rate for the dependent location. See par. 5116-A4 if a foreign born spouse is returned to a foreign country and par. 5120-D when a dependent is at a designated place. Other than a dependent described in par. 5116-A or 5120-D, a dependent must be command sponsored for the member to receive station allowances based on the dependent's presence.

C. Station Allowances

1. COLA authorized in Part B, and
2. TLA authorized in Part C.

D. Vicinity. In Ch 9, the country, state (when in Alaska or Hawaii), or U.S. territory or possession within which the member's PDS is located. When a member resides with the dependent and commutes to the PDS, the dependent is deemed to be residing at/in the PDS vicinity even if at a place in an adjacent country or state. If the member's new PDS is in the same country, state (when in Alaska or Hawaii), or U.S. territory or possession as the designated place, if the member is required to maintain two separate households (i.e., the member cannot commute daily from the dependent location to the PDS) a second station allowance may be authorized/approved through the Secretarial Process. In this case, the dependent is not at/in the vicinity of the member's PDS even though located in the same country, state or U.S. territory or possession.

E. Gov't Dining Facility/Mess and Gov't Qtrs

1. Gov't Meals. In addition to Gov't Dining Facility/Mess as defined in App A1, Gov't dining facility/mess, for COLA purposes, also includes a facility providing meals to members, with or without charge, under agreement with the Gov't.

2. Gov't Qtrs. In addition to Gov't Qtrs as defined in App A1, Gov't Qtrs include individual Qtrs furnished with or without charge under agreement with the Gov't.

F. Command sponsored Dependent. See [DoDI 1315.18](#), Procedures for Military Personnel Assignments, for DoD Services and/or Service regulations for dependent command sponsorship criteria. See par. 1015-C2o.

CHAPTER 9: STATION ALLOWANCES
***(OCONUS COLA AND TLA)**

PART B: COST OF LIVING ALLOWANCE (COLA)

MEMBERS ONLY

9100 COLA

A. Purpose. COLA is authorized to assist a member in maintaining the purchasing power of the discretionary portion of spendable income while assigned to an OCONUS PDS. COLA is derived by comparing the OCONUS cost of living with the CONUS cost of living. *An allowance to cover official entertainment expenses is not authorized by [*37 USC §405](#) and is not included in the JTR.*

B. Allowances Payable. The COLA index for each OCONUS location is shown in App J. COLA rates are based on the member's PDS except when the ship's home port is the PDS for COLA purposes, par. 9200; when a dependent resides at a location other than the PDS ICW an unaccompanied assignment, par. 9205; or when a dependent is evacuated, par. 9215.

C. COLA Calculation. COLA is prescribed as a daily rate. It is computed by using the member's annual income (as determined by the member's grade, years of service, and dependency status) to identify the member's annual spendable income (as determined by the number of command sponsored dependents) which, when multiplied by the authorized COLA index determines the annual COLA. See App J for detailed computation steps.

D. COLA Unique Expenses. In some OCONUS locations members incur expenses for items that are not incurred in CONUS. Under the procedures in App J2, reimbursement may be authorized for specific locations and specific types of expenses.

9105 COLA START/STOP

A. Start. COLA generally starts on the day a member reports to a new PDS or the day a dependent arrives prior to the sponsor, as specified in par. 9220. COLA starts on the day after the member's reporting day if, on the reporting day, a member is authorized MALT Plus per diem.

B. Stop. COLA stops:

1. The day before the member departs in compliance with a PCS order, or
2. The day before the home port change effective date (from OCONUS) of the ship or unit to which the member is assigned (item 3 below for the exception),

Unless:

1. An extension is authorized through the Secretarial Process under par. 9220,
2. COLA is authorized during a PCS between PDSs in close proximity under par. 9110, or

*3. Member without Dependent(s) Undergoing a Home Port Change. Ordinarily COLA based on the rate for the old home port stops on the day before the home port change effective date and COLA based on the rate for the new home port begins on the home port change effective date. However, if a member without dependent(s) is undergoing a home port change and the ship delays at the old home port after the home port change effective date (i.e., does not depart from the old home port before/on the home port change effective date) and Qtrs on board the ship are not available (e.g., ship dry docked) a member without dependent(s) is authorized COLA based on the old home port until the day the member moves back aboard the ship.

9110 COLA INCIDENT TO PCS BETWEEN PDSs IN CLOSE PROXIMITY

When a member is ordered on a PCS between PDSs located in close proximity (with no intervening PDS) and, at the new PDS, the member continues to commute from the residence occupied while at the old PDS, COLA continues for the time between the member's detachment from the old PDS and reporting to the new PDS, unless otherwise prohibited. A member ordered on PCS with TDY en route is paid COLA during that period. If the COLA rate differs between the old and new PDSs, the rate for the old PDS is paid through the day before the member reports to the new PDS.

*9115 COLA FOR A MEMBER WITHOUT DEPENDENT(S)

A. Reduced COLA. A reduced COLA is paid to a member when both Gov't Qtrs and a Gov't dining facility/mess are available. It is a reduced percentage rate (rounded to the closest penny) of the COLA rate computed IAW App J for a member with 0 dependents living in private sector housing. The rate for Reduced COLA is currently 63% of the without dependent rate.

B. Gov't Dining Facility/Mess Availability

NOTE 1: For COLA purposes – If the permanently assigned member purchases meals, or receives meals using a meal card provided for that purpose or receives meals at no cost at a Gov't dining facility/mess (par. 9000-E and App AI), then a Gov't dining facility/mess is available.

NOTE 2: The decision on COLA authority for a member with 0 dependents vs. the Reduced COLA rate in items 2 and 3 below is predicated on whether or not the:

- a. Dining facility/mess is actually available to the member,*
- b. Member is expected to purchase food for preparation in the Gov't Qtrs, and*
- c. Gov't Qtrs have facilities to keep and prepare food for meals.*

Gov't Qtrs are further defined within this Part as barracks which may be dormitory and shipboard Qtrs.

NOTE 3: If the commander authorizing COLA expects the member to cook and consume meals in the Gov't living Qtrs, then COLA for a member with 0 dependents is authorized. However, if the member continues, or is expected to continue, to eat the majority of meals in the Gov't dining facility/mess because meal preparation in the Gov't Qtrs is not expected or permitted, the Reduced COLA rate is authorized. A member, who routinely eats 2 or more meals a day in the dining facility/mess is only authorized to receive the Reduced COLA rate.

1. Member with Gov't Qtrs and Gov't Dining Facility/Mess Available. A member who has Gov't Qtrs available at the PDS (including aboard a ship) and a Gov't dining facility/mess available, is authorized the Reduced COLA rate. ***The presence of a non-command sponsored dependent at or near the PDS is not a reason for a member to receive COLA at the 0 dependent rate.*** In that situation, the member is still only authorized Reduced COLA rate.
2. Member with Gov't Qtrs Available but without a Gov't Dining Facility/Mess Available. A member who has Gov't Qtrs available but who does not have a Gov't dining facility/mess available for 3 meals a day at the PDS is authorized COLA at the rate specified in App J for a member with 0 dependents.
3. Member with Gov't Qtrs Available but for Whom Gov't Dining Facility/Mess Use is Impractical. A member who has Gov't Qtrs available, but whose commanding officer/installation commander, or delegated designee, furnishes a statement that Gov't dining facility/mess use is impractical due to mission or operational needs (not personal convenience), is authorized the COLA computed as indicated in App J for a member with 0 dependents. The responsible commanding officer/installation commander, or the delegated designee for dining facility/mess usage, cannot determine that Gov't dining facility/mess is unavailable for a member who eats 2 or more meals a day in a Gov't dining facility/mess. See par. 1035.

4. Enlisted Member Authorized to Mess Separately. An enlisted member for whom Gov't Qtrs are not available and who is authorized to mess separately (i.e., away from a Gov't dining facility/mess), is authorized COLA computed as indicated in App J for a member with 0 dependents.

5. Member Married to Member Couple Maintaining a Joint Residence. A member, who is authorized to mess separately and who maintains a joint residence with the spouse who also is a member, is authorized COLA computed as indicated in App J for a member with 0 dependents (par. 9210).

6. Member Authorized to Occupy Other than Gov't Qtrs. A member in grade E-7 or higher, who has no dependent, has elected to not occupy Gov't Qtrs, and who is occupying private sector housing is authorized the COLA computed as indicated in App J for a member with 0 dependents.

7. Member without Dependent Who Elects Not to Occupy Inadequate Gov't Qtrs. A member in grade E-6, who has no dependent, has elected to not occupy *inadequate* Gov't Qtrs, and who is occupying private sector housing is authorized the COLA computed as indicated in App J for a member with 0 dependents.

8. Member Who Has No Dependent and Is Assigned to a Ship. A member who:

- a. Has no dependent,
- b. Is assigned to permanent duty aboard a ship,
- c. Is in grade E-6 or above and elects not to occupy assigned shipboard Gov't Qtrs, or in the grade of E-4 or E-5 and is authorized to not occupy assigned shipboard Gov't Qtrs, and
- d. Occupies private sector housing,

is authorized COLA computed as indicated in App J for a member with 0 dependents.

9. Both Spouses below Grade E-6 Assigned to Sea Duty. Each member of a member married to member military couple (both below grade E-6) is authorized COLA as specified in App J for a member with 0 dependents if the spouses:

- *a. Have no other dependent(s),
- b. Are assigned to permanent duty aboard ship(s),
- c. Elect to not occupy assigned shipboard Qtrs, and
- d. Occupy a private sector housing.

*10. Member in Confinement. A member without dependent(s) is not authorized COLA while in a confinement status serving a sentence as a result of disciplinary action.

C. Leave Periods. If a member without dependent(s) takes leave away from the OCONUS PDS vicinity, COLA continues for the first 30 days and stops on day 31. If COLA is stopped, it starts again the day the member returns to the PDS from leave.

9120 NON-COMMAND SPONSORED DEPENDENT IN PDS VICINITY

*A member, who is serving an unaccompanied tour at an OCONUS PDS, but is accompanied or joined by a non-command sponsored dependent, is not authorized with dependent COLA even if the dependent's presence leads the member to choose not to use an available Gov't dining facility/mess. The member is authorized COLA the same as any other member without dependent(s) under par. 9115-A under the same conditions. If the member changes the tour election and agrees to serve the accompanied tour, with dependent COLA under par. 9130 starts on the date the dependent is command sponsored.

9125 FRACTIONAL COLA FOR A MEMBER WITHOUT DEPENDENT

A member without dependent:

1. On duty at a PDS where a Gov't dining facility/mess is available (member is receiving the reduced COLA rate), and
2. Whose duty, as distinguished from a travel status, requires the member's absence from the PDS (including a ship or other unit having an assigned home port (as opposed to an assigned permanent duty station) outside CONUS) during one or more meals,

is authorized a pro rata share of the without dependent COLA for each meal not furnished in a Gov't mess in addition to the reduced COLA authorized in par. 9115-A1. The commanding officer, or an officer designated by the commanding officer for that purpose, must validate that the meals are not furnished. The amount payable is obtained by applying the percentages indicated in the following table for the meals involved to the daily COLA rates computed IAW App J for a member with 0 dependents for the PDS, or in the case of a member assigned to a ship or other unit having an assigned OCONUS home port, the COLA for the place where the meals are taken.

1 October 2011	
<u>Meal Involved</u>	<u>Applicable Percentage</u>
Morning	7%
Noon	15%
Evening	15%

9130 COLA FOR A MEMBER WITH DEPENDENT(S)

A. General. A member with dependent(s) is authorized OCONUS COLA based on the number of command sponsored dependent(s) at the PDS vicinity (see par. 9210 for authority for member married to member couples) regardless of GOV'T dining facility/mess availability (including aboard ship), except:

1. When a member is on leave away from the OCONUS PDS vicinity for more than 30 days and is accompanied by all command sponsored dependents.;
2. When any command sponsored dependent departs the OCONUS PDS vicinity for a period of more than 30 consecutive calendar days, the COLA payment beginning on the 31st day is reduced to the rate specified in App J for the number of command sponsored dependents remaining at the PDS;
3. When a command sponsored dependent departs the PDS vicinity to attend school, the payment is reduced the day following the departure day to the rate specified in App J for the number of command sponsored dependents remaining at the PDS;
4. When one or more (but not all) command sponsored dependents depart the PDS vicinity for early/advance return to a location other than the OCONUS PDS, the OCONUS COLA payment is reduced the day following the command sponsored dependents' departure to the rate specified in App J for the number of command sponsored dependents remaining. If all the command sponsored dependents early/advance return to a location other than the OCONUS PDS, the member becomes a member without dependents (see par. 9000-B2) and the OCONUS COLA at the with dependent rate terminates the day before the command sponsored dependents

depart the member's PDS. See par. 9225 for early/advance return of foreign born command sponsored dependents authorized to travel to their native country; or

5. When in a confinement status as a result of disciplinary action, the member is authorized OCONUS COLA for command sponsored dependents only at the rate specified in App J for the number of command sponsored dependents who continue to reside in the PDS vicinity.

B. Home Port Change. If a member:

1. Is currently assigned to a ship or other fleet unit with an announced home port change, or
2. Is in receipt of a PCS order to a ship or other fleet unit with an announced home port change, and
3. The dependent is authorized to travel to the new home port,

the new home port is the member's PDS for COLA purposes (*[65 Comp. Gen. 888 \(1986\)](#)).

C. PCS Order Amendment Changes the PDS. When, before joining dependents who have arrived at or in the vicinity of a new PDS OCONUS and on whose behalf COLA has been authorized, a member receives a PCS order amendment naming a different PDS, COLA at the original PDS rate ends on the dependent's departure day for the newly designated PDS. COLA at the initial PDS can extend beyond 60 days after the amended order effective date only if specifically authorized/approved through the Secretarial Process. COLA at the new PDS rate based on the number of command sponsored dependents begins on the dependent's arrival day.

9135 GEOGRAPHIC COLA LOCATIONS

The PDS geographic location governs the [COLA index](#) payable unless otherwise specified. Geographic locations are determined as outlined in App J1, par. A.

9140 COLA REPORT SUBMISSION

See App M for COLA report submission.

9145 COLA FOR AN RC MEMBER

Effective for an RC member called/ordered/entering active duty on/after 6 January 2006.

NOTE: *New rules apply for an RC member called/ordered to active duty for more than 30 days and who began to serve on active duty on/after 6 January 2006. If the active duty began prior to 6 January 2006, the new rules do not apply even if the member's continuous service extends beyond 6 January 2006. A member whose service was extended on/after 6 January 2006, through an amended or modified order, and serves more than 30 days from the extension order, is authorized allowances under the new rules effective the date of the extension.*

A. General. An RC member, called/ordered from an OCONUS residence to active duty/ADT, is authorized COLA in the circumstances described in pars. 9145-B and 9145-C. When a member is authorized COLA at the with dependent rate for the PLEAD, there is no command sponsorship requirement. The member must reside permanently in the area concerned at the time called/ordered to active duty (*[55 Comp. Gen. 135 \(1975\)](#)).

B. Called/Ordered to Active Duty for More than 30 Days. An RC member called/ordered to active duty (TDY or PCS) from an OCONUS location for 31 or more days is authorized COLA for the primary OCONUS residence location at the time called/ ordered to active duty beginning on the first active duty day. This rate continues for the tour duration except as noted below.

1. Called/Ordered to Active Duty for Training for 140 or More Days. The initial rate terminates on the day before the day the member reports at the duty location prescribed in the active duty order. Authority for COLA for the PDS location begins on the day the member reports at that location. A member called/ordered to ADT from a CONUS location for 140 or more days at one location is authorized COLA in the same manner as a

member already on active duty.

2. Called/Ordered to Active Duty for Other than Training for More than 180 Days with PCS Allowances. Except as provided in par. 9145-B3, the initial primary OCONUS residence location rate terminates on the day before the member reports at the PDS duty location prescribed in the active duty order. PDS location COLA authority begins on the day the member reports at that location (e.g., Member reports on 30 June. Primary OCONUS residence location COLA is paid for 29 June and new PDS COLA commences on 30 June). A member called/ordered to active duty for other than training from a CONUS location for more than 180 days at one OCONUS PDS location is authorized COLA as of the day the member reports at that location (e.g., member departs CONUS home on 29 September and reports to the OCONUS PDS on 30 September. COLA for the OCONUS PDS begins on 30 September).

3. Called/Ordered to Active Duty for Other than Training for More than 180 Days but Not Authorized HHG Transportation. Except when HHG transportation is authorized, an RC member called/ordered to active duty for other than training for more than 180 days at one location, away from the member's OCONUS principal place of residence (at the time called/ordered to active duty) is:

- a. Assigned to duty at that residence, and
- b. Paid COLA at that location rate.

HHG transportation under a TDY order IAW Ch 4, Part E1, does not affect this authority. COLA authority begins on the first active duty day.

C. Called/Ordered to Active Duty for Less than 31 Days. An RC member called/ordered to active duty from an OCONUS location for less than 31 days is authorized COLA if the call/order to active duty is:

1. In support of a contingency operation (see App A1); or
2. Whenever there is no per diem authority.

The member is authorized COLA at the rate prescribed for the member's principal place of residence location at the time called/ordered to active duty (*[55 Comp. Gen. 135 \(1975\)](#)).

CHAPTER 9: STATION ALLOWANCES
***(OCONUS COLA AND TLA)**

PART C: TEMPORARY LODGING ALLOWANCE (TLA)

SECTION 1: GENERAL

MEMBERS ONLY

9150 GENERAL

A. **Purpose.** TLA is an allowance intended to *partially* pay members for the more than normal expenses incurred by a member/dependent(s) while occupying temporary lodging OCONUS:

1. Upon initial arrival (reporting) at an OCONUS PDS (includes reporting for TDY at an activity within the new OCONUS PDS limits (*[B-208740, 31 January 1983](#)) and waiting for a Gov't Qtrs assignment, or while completing arrangements for other private sector housing when Gov't Qtrs are not available;
2. When based on the OCONUS TLA Authority's written guidance, the appropriate official determines that for reasons beyond the member's control (does not include a ship entering any type of maintenance availability), it is necessary for a member, once established in permanent Gov't Qtrs/private sector housing/ privatized housing or waiting to reoccupy the vacated permanent Gov't Qtrs/private sector housing/privatized housing;
3. While seeking permanent Gov't Qtrs/private sector housing following a TDY period when a member without dependents vacated permanent Gov't Qtrs/private sector housing before a TDY assignment of 90 or more days (*[59 Comp. Gen. 486 \(1980\)](#));
4. While house-hunting after the member arrives at the new PDS and reports for duty ICW a PCS;
5. Immediately preceding PCS departure from an OCONUS PDS (includes reporting for TDY at a location within the old OCONUS PDS limits (*[B-208740, 31 January 1983](#)) after Gov't Qtrs/private sector housing is vacated ICW a PCS order; or
6. During a member's hospitalization period while en route between PDSs when dependents are required to use OCONUS temporary lodgings during the hospitalization period.

NOTE 1: A member who retires/separates, stays in the PDS area, and then moves at a later date, or moves to an OCONUS HOR/HOS location selected by the member, is not eligible for TLA.

NOTE 2: TLA is not intended, and must not be allowed to be used, for the personal enrichment of a member by providing TLA for other than the purpose intended. Disciplinary action addressed in par. 1035 applies when TLA is provided for inappropriate reasons.

NOTE 3: See par. 9220 regarding authorizing/approving TLA ICW dependents' advance arrival and/or delayed travel.

NOTE 4: A member may be paid COLA, BAH and/or OHA, if applicable, when paid TLA.

B. Implementation

1. In a country/area in which only one Service is represented, the senior commander (OCONUS TLA Authority) must issue written TLA guidance for the country/area.
2. In countries/areas where more than one Service is represented, the senior commander/designee (i.e., the OCONUS TLA Authority) must issue written guidance for all Services in the country/area. The OCONUS TLA Authority may delegate authority as determined appropriate to judiciously administer TLA.
3. A copy of the written material, and changes to/re-issuances of the written material implementing this authority, must be provided to the Per Diem, Travel and Transportation Allowance Committee by:
 - a. Mail: Per Diem, Travel and Transportation Allowance Committee
ATTN: Policy & Regulations Branch
4800 Mark Center Drive
Suite 04J25-01
Alexandria, VA 22350-9000, or
 - b. FAX: (571) 372-1301

for review IAW [*DoDD 5154.29](#) before implementation. This written material must be coordinated in the country/area with the Uniformed Services present there, must be consistent with par. 9150, and must be designed to uniformly authorize TLA to each member of each Uniformed Service.

C. OCONUS TLA Authority Responsibilities

1. TLA Determination

- a. The OCONUS TLA Authority causes the determination to be made whether or not it is necessary for the member and/or dependent(s) to occupy temporary lodgings when the first arrive at, or immediately before they leave, an OCONUS PDS.
- b. If temporary lodgings occupancy is necessary, the requirements in par. 9150-C1e(1) through (8) must be met before TLA payment.
- c. If Gov't Qtrs are not available, the member should be prepared to provide written certification to support any voucher documentation submitted if required by finance regulations.
- d. When Gov't Qtrs are available and other lodgings are used, lodging reimbursement is limited to the Gov't Qtrs' cost IAW Ch 2, Part H1.
- e. It is the OCONUS TLA Authority's responsibility to ensure that the member is advised:
 - (1) Upon arrival, of the responsibility to aggressively seek permanent Gov't Qtrs/private sector housing (not applicable when it is known that the member is to be assigned Gov't Qtrs), and to follow up and review (at intervals of 15 or fewer days as determined by the TLA Authority) the member's progress in obtaining permanent Gov't Qtrs/private sector housing;
 - (2) Upon arrival, of the requirement to register with an official and to keep that official periodically informed (at intervals of 15 or fewer days as determined by the TLA Authority) of progress in obtaining permanent Gov't Qtrs/private sector housing. ***NOTE: The member does not have to report progress in obtaining permanent private sector housing when it is known that the member is to be assigned to Gov't Qtrs.;***
 - (3) Of the responsibility to furnish a statement to the official described above in par. 9150-C1e(2) indicating TLA commencement and/or termination;

- (4) Of any limit on the number of authorized TLA days (for arrival or departure) and of any written justification requirement for a TLA extension to the maximum number of days in pars. 9160 and 9170;
- (5) Of the requirement to relocate to other permanent Gov't Qtrs/private sector housing or to reoccupy the Gov't Qtrs/private sector housing formerly occupied, as soon as practical if the conditions in par. 9150-A2 apply;
- (6) That TLA payment depends on the expenses incurred at the temporary lodgings (excluding lodging expenses when staying with friends or relatives) and of the need to obtain and keep receipts for lodging expenses to support TLA payment;
- (7) Of the list of recommended temporary lodgings and provided encouragement to use these recommended facilities; and
- (8) That lodging expenses are not allowed while staying with friends/relatives, but the M&IE is payable for the eligible TLA period.

If, using written guidance of the OCONUS TLA Authority, a determination is made that the member has not complied with the TLA requirements or has failed to submit acceptable reasons for noncompliance, TLA payment or further TLA authority must be denied.

2. Determining Additional TLA Periods

- a. In addition to the responsibilities in par. 9150-B1, before authorizing/approving additional TLA periods upon initial arrival (par. 9160-G), delayed departure (par. 9170-C), or early permanent Gov't Qtrs/private sector housing termination (par. 9170-D), the OCONUS TLA Authority's written guidance is used to determine whether or not an undue financial hardship can result if an additional TLA period is not authorized/approved.
- b. Personal inconvenience to a member/dependent(s) is never a determining factor.
- c. Applications for additional TLA periods must establish the need for continuance.
- d. In the written guidance regarding making the continuation determination, the OCONUS TLA Authority must direct consideration of the daily amount of:
 - (1) TLA the member has received or will receive;
 - (2) Current and estimated expenses for temporary lodgings occupancy;
 - (3) Housing allowance for a member who has one or more command sponsored dependents in the OCONUS PDS vicinity, on whose behalf the member is authorized TLA, and for those with no dependents; and

NOTE: Housing allowance is not a consideration when paid for a dependent(s) at a place other than the member's PDS, or at the with-dependent rate to a member receiving TLA for the member only.

 - (4) FSH.
- e. If a member is not expected to incur any excess costs or suffer undue financial hardship, the OCONUS TLA Authority's written guidance should require disapproval of any additional TLA period.

3. Economical TLA Administration

a. TLA costs should be minimized by effective OCONUS TLA Authority guidance and management attention at all levels to:

- (1) Preclude the need for TLA,
- (2) Shorten the authorized period, and
- (3) Reduce the amount payable.

b. The following duties should be emphasized in the OCONUS TLA Authority's written guidance to help the member locate permanent Qtrs. The guidance should ensure that:

- (1) Existing Gov't transient facilities are used to the fullest possible extent by a member and/or dependents upon PDS arrival and/or departure by usage policy that makes the Gov't transient facilities more available to a member in a TLA status and/or dependents;
- (2) Leased Qtrs furnished and equipped for housekeeping for temporary occupancy by families upon arrival/departure are used when practical;
- (3) Contact with the local private sector permanent housing market is maintained and incoming families are furnished with reliable, realistic, and current information concerning private sector permanent housing location, availability, description, and cost;
- (4) Use of temporary lodgings, with facilities for preparing and consuming meals, is promoted;
- (5) The member is aware of Gov't owned furniture, maintained for temporary loan to arriving and departing families to occupy permanent Gov't Qtrs and/or private sector housing before the HHG arrive and continue occupancy after the HHG have been picked up for shipment before the member and/or dependents depart;
- (6) Permanent Gov't Qtrs are/private sector housing is occupied as soon as possible upon arrival and not vacated sooner than necessary upon departure, and cause TLA termination on the day before the date permanent Gov't Qtrs/private sector housing could reasonably be occupied, when permanent Gov't Qtrs are/private sector housing is not occupied;
- (7) That requirements for dependent travel authorities contain advice to the member about appropriate items for inclusion UB (e.g., blankets, linens, kitchen utensils, dishes, and tableware); and
- (8) An up to date list of approved temporary lodgings is maintained, and that lodging inspections are provided at appropriate intervals.

9155 GENERAL TLA PAYMENT CONDITIONS

A. TLA Authority. TLA may be authorized when the TLA Authority determines it is necessary that a member and/or dependents occupy temporary lodgings at personal expense.

B. Non-Occupancy. Non-occupancy of accommodations during a portion of the authorized TLA period does not prevent authorized reimbursement for other days during the TLA period.

C. TLA Periods. An initial TLA period and an additional authorized TLA period do not have to be continuous.

D. Unaccompanied Tour. A member serving an unaccompanied tour is not authorized TLA when an available Gov't dining facility/mess is not used and/or available Gov't Qtrs are not occupied because a non-command sponsored dependent is in the PDS vicinity.

E. Multiple Allowances. TLA may be paid, in addition to TQSE or TQSA for a civilian employee, (see JTR, Ch 5, Part B9) as long as TLA and TQSE/TQSA payments cover different expenses. ***Duplicate payment for the same expenses is not authorized.*** The couple may not each receive PCS travel and transportation allowance payments for the same purpose or expense ([54 Comp. Gen. 892 \(1975\)](#)).

9157 ADVANCE PAYMENT

An advance may be paid for the number of authorized TLA days, after authority is provided based on the appropriate directive(s) issued under par. 9150.

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CHAPTER 9: STATION ALLOWANCES
*(OCONUS COLA AND TLA)

PART C: TEMPORARY LODGING ALLOWANCE (TLA)

SECTION 2: INITIAL ASSIGNMENT

MEMBERS ONLY

9160 INITIAL ASSIGNMENT

A. General

1. TLA authority for an OCONUS PDS assignment requiring a residence change ordinarily should not exceed 60 days. A period in addition to 60 days may be authorized/approved for the specific reasons in par. 9160-I. The initial 60-day period begins on the same date as COLA. TLA days do not have to be consecutive (e.g., TDY, hospitalization, or leave taken away from the PDS).
2. At the end of the first 15 or fewer day TLA period specified in par. 9150-C1e(1), or the longer period authorized under extenuating circumstances, the OCONUS TLA Authority's guidance should address review of the member's situation to determine the progress in obtaining permanent housing.
3. If the member's efforts appear deficient, the member must be reminded of responsibilities in the matter. Unexcused failure to comply with the diligent search requirement should result in TLA termination (not applicable when it is known the member is awaiting assignment to Gov't Qtrs).
4. The member's absence from the PDS due to TDY, maneuvers, being aboard ship, sickness, hospitalization, serious illness of dependents, or other acceptable reasons, excuses the member's failure to aggressively seek permanent housing during the absence, illness, etc., and postpones the date for submitting information required by par. 9150-C1. This applies when evaluating the member's progress toward obtaining permanent Gov't Qtrs /private sector housing and in determining TLA authorization/approval during each succeeding period.
5. TLA accrual provisions (par. 9185-E) are applied in computing TLA upon arrival.

B. TLA Start when Authorized MALT Plus Flat Per Diem. When MALT Plus flat per diem is payable on the reporting day to a new PDS, TLA for the member/dependent(s) is not authorized for that day.

C. TLA Start when Authorized Per Diem (Ch 4, Part B)

1. Reporting Day to PDS. When a member and/or dependents occupy temporary lodgings on the reporting day to the new PDS, the member may be authorized TLA for the member and/or dependents.
2. Period while Awaiting the Ship's Arrival
 - a. When a member is in a per diem status at the OCONUS home port awaiting arrival of the ship to which assigned, TLA on the member's behalf is not payable during the waiting period beginning the arrival day at the home port and extending through the day before the actual reporting day aboard the ship as the member is in a TDY status awaiting the ship's arrival and eligible for per diem. ***NOTE: This is because the ship is the member's PDS for personal travel and until reporting to the ship, the member has not reached the new PDS.***
 - b. Except on the reporting day to the ship (par. 9160-C1), lodging costs for lodging jointly occupied by the member and dependents are apportioned 50% for the member and 50% for dependents (regardless of the number of family members) when a member in a per diem status is receiving TLA for dependents while at the home port.

c. On the actual reporting day aboard the ship, the lodging cost for lodging jointly occupied by the member and dependent is not divided between the member and the dependent; the entire lodging cost (100%) is included as a TLA expense.

d. The number of dependents occupying temporary lodgings in the PDS area, or the home port when the new PDS is a ship, determines the TLA rate payable on behalf of dependents for days when a member is authorized per diem.

3. TDY/Deployment Period while Away from New PDS. A member receiving TLA who is ordered on TDY after arrival at a new PDS, or who is ordered on deployment from the home port or permanent duty location of the ship, staff or afloat unit, may continue to receive TLA on the member's behalf and may include the member's share of the temporary lodging cost as a TLA expense when, because of the member's military assignment, those temporary lodging must be retained at the new PDS or the home port or permanent duty location of the ship, staff, or afloat unit (*59 Comp. Gen. 58 (1979)). The member's order must be annotated with, or have attached to it, certification that retaining the TLA lodging was because of military necessity and not because of the member's personal choice/convenience.

D. TLA when a Member Arrives before a Dependent. When a member arrives at an OCONUS PDS before a dependent, the member may be authorized TLA if the conditions in par. 9155-A are met. Upon the dependent's arrival, TLA also may be authorized/approved for the member and/or dependent for the period the member/dependent is/are required to use temporary lodgings. If the dependent arrives after the initial 60-day period in par. 9160-A expires, an additional TLA period may be authorized under par. 9160-G whether or not TLA was paid during the initial 60-day period.

E. Dependent Arrives at or in the OCONUS PDS Vicinity before the Member. When a dependent arrives at or in the OCONUS PDS vicinity in advance of a member following Secretarial authority for/approval of advance dependent arrival under par. 10412, the dependent's TLA start date is the day TLA is authorized for the member provided the dependents are command-sponsored as indicated in par. 9000-A2.

F. Home Port Change. The new home port is the member's PDS for TLA purposes (*65 Comp. Gen. 888 (1986)) if a member is:

1. Currently assigned to a ship or other fleet unit with an announced home port change, or
2. In receipt of a PCS order to a ship or other fleet unit with an announced home port change,

and the dependent is authorized to travel to the new home port.

G. Dependent's Delayed Departure Authorized/Approved by the Secretarial Process. When a dependent departs the OCONUS PDS vicinity after the member, following Secretarial Process authorization/approval under par. 10412 of the delayed travel, TLA for the dependent is authorized under the same conditions as applicable to a member.

H. TLA during Hospitalization Period. A member receiving TLA, who is hospitalized after arrival at a new PDS, may continue to receive TLA on the member's behalf. When, despite the member's hospitalization, TLA lodging must be retained at the new PDS, the member's share of temporary lodging cost is included as a TLA expense. The member's order must be annotated, or have attached to it, certification that retaining the TLA lodging was because of military necessity (i.e., the member's hospitalization) and not because of the member's personal choice/convenience.

I. Additional TLA Period. The OCONUS TLA Authority's authorizing/approving official(s) (par. 9150) may authorize/approve a period in addition to the initial 60 day maximum which may follow immediately after the initial period or begin at some later date after expiration of the initial 60 day period. The additional period may be authorized/approved when any of the following reasons exist and the reason(s) is/are determined to be beyond the member's/dependents' control:

1. Non-arrival of HHG;
2. Delay in availability of/assignment to Gov't Qtrs due to Service requirements;
3. Acts of God, fire, flood, earthquake, riot, civil unrest, or other disturbances that make normally available or anticipated Gov't Qtrs or private sector housing temporarily or permanently uninhabitable or unavailable.
4. Withdrawal of private sector housing from the market by a landlord;
5. The member is unable to secure private sector housing that the housing officer considers suitable to the member's needs, in an acceptable location, and comparable to and within the price range of housing currently being used by other members in the area. ***NOTE: This does NOT mean the housing lease cost cannot exceed the OHA ceiling; it can.;*** or
6. The member is/dependent(s) are hospitalized or the member's duties require the member to be away from the PDS (home port, if attached to a ship) resulting in curtailment of opportunities to arrange for permanent Gov't Qtrs /private sector housing. The additional TLA period is authorized/approved in increments of 15 or fewer days.

J. TLA Stop. Unless TLA is terminated sooner for one of the reasons in par. 9150-C1e or elsewhere in this Part, TLA authority upon initial arrival stops on the day before the day a member occupies permanent Gov't Qtrs or private sector housing. With the exception of the extra lodging charges allowable (see pars. 9185-A2, 9185-C and 9185-D), no expenses incurred on the permanent Gov't Qtrs/private sector housing occupancy day are allowable in computing TLA. ***NOTE: In any case, TLA must stop the day HHG are delivered.***

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CHAPTER 9: STATION ALLOWANCES
***(OCONUS COLA AND TLA)**

PART C: TEMPORARY LODGING ALLOWANCE (TLA)

SECTION 3: TLA UNDER SPECIAL CONDITIONS

MEMBERS ONLY

9165 TLA UNDER SPECIAL CONDITIONS

A. Member Must Vacate Established Permanent Gov't Qtrs /Private Sector Housing/Privatized housing in the PDS Vicinity

1. The TLA period for situations in par. 9150-A2, is for the entire period the member is required to use temporary lodgings if authorized/approved by the OCONUS TLA Authority.
2. TLA begins the day temporary lodgings are first used and ends on the day before the day permanent Gov't Qtrs are/private sector housing/privatized housing is reoccupied or when the OCONUS TLA Authority determines TLA is no longer justified.
3. TLA computation does not include any expenses incurred before the TLA period begins or after it ends, except for extra lodging charges authorized in par. 9185-A2, 9185-C, or 9185-D.
4. TLA is to be terminated if the OCONUS TLA Authority determines that TLA is no longer necessary (i.e., no excess costs, or the member fails to accept adequate permanent Gov't Qtrs or the member stops diligently searching for permanent private sector housing.

B. Deployment Period while Away from PDS. A member receiving TLA who is ordered on deployment from the home port of the ship, staff or afloat unit, is authorized to continue to receive TLA on the member's behalf and may include the member's share of temporary lodging cost when, because of the member's assignment, the temporary lodging must be retained at the home port or permanent duty location of the ship, staff, or afloat unit (*[59 Comp. Gen. 58 \(1979\)](#)). The member's order must be annotated with, or have attached to it, certification that retaining the TLA lodging was because of military necessity and not because of the member's personal choice/convenience.

C. TLA when Tour Is Converted. A member whose tour is converted to an accompanied tour may be eligible for TLA for the member and command-sponsored dependents who were dependents on the PCS order effective date to the OCONUS PDS if par. 9150-C conditions are met. The member must make every reasonable effort to find suitable permanent Gov't Qtrs /private sector housing for the dependents before they arrive. TLA may be authorized/approved for the member and dependents only if the member, for reasons beyond the member's control, is unable to find suitable permanent Gov't Qtrs /private sector housing for the dependents before they arrive.

D. Member Acquires Dependent(s). A member serving an OCONUS tour who had no dependents on arrival but who acquires dependents during that tour is not eligible for TLA for those dependents upon arrival at the PDS because the member was without dependents on the effective date of the PCS order (*[B-186628, September 17, 1976](#)). A member may be authorized TLA for the member, when eligible, and/or for dependents acquired while serving at an OCONUS PDS if the dependents are command-sponsored at the PDS from which departing.

E. PCS Order Cancelled/Revoked. When the member's PCS order is cancelled/ revoked after the member occupies temporary lodgings, the member may receive TLA reimbursement up to the maximum number of days allowable.

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**CHAPTER 9: STATION ALLOWANCES
*(OCONUS COLA AND TLA)**

PART C: TEMPORARY LODGING ALLOWANCE (TLA)

SECTION 4: TLA UPON DEPARTURE

MEMBERS ONLY

9170 TLA UPON DEPARTURE

A. General

1. The TLA period upon departure should not exceed the last 10 days before the day the member departs the PDS in compliance with a PCS order, except when:
 - a. One or more dependents remain in the old PDS vicinity IAW par. 9205-A1 or 9220. TLA must not exceed the last 10 days preceding the day the last dependent departs, without regard to the effective date of the PCS order from that PDS;
 - b. A longer TLA period is authorized due to delayed departure (par. 9170-C) or early termination of permanent Gov't Qtrs/private sector housing (par. 9170-D);
 - c. The member/dependent(s) is hospitalized or the member's duties require the member to be away from the PDS (home port, if attached to a ship).
2. The PCS order effective date is defined in App A1.
3. The TLA accrual provisions (par. 9185-E) apply in computing TLA upon departure.
4. Expenses incurred on the departure day are not considered except that TLA for the preceding day may be increased under par. 9185-A2, 9185-C, or 9185-D as a result of lodging costs imposed for the temporary lodging vacating day.

B. Dependents Depart before the Member. When dependents depart an OCONUS PDS before the member, TLA may be authorized for the member and dependents when the conditions in par. 9155-A are met. TLA incident to the dependents' departure must not exceed the last 10 days before the last dependent departs, and must not begin earlier than the issue date of the PCS order, or official alert notice. Upon departure of the member at a later date, TLA may again be authorized/approved for the member as in par. 9170-A.

C. Delayed Departure. When the period authorized by par. 9170-A has begun and actual departure is delayed through no fault of the member or dependents (to include dependents' delay due to the member's death, see par. 10424), TLA may be authorized/approved by the authorizing/approving official (see par. 9150), in increments of 10 or fewer days, for the entire period that temporary lodging must be used.

D. Early Permanent Housing Termination. When, for reasons beyond the control of the member and/or dependents, permanent Gov't Qtrs/private sector housing must be relinquished more than 10 days before the estimated departure date, the authorizing/approving official (see par. 9150) may authorize/approve TLA beginning the day the permanent Gov't Qtrs/private sector housing is relinquished for reasons such as the following:

1. The TO determines it necessary to ship HHG, after considering anticipated leave, necessary travel time, HHG shipping transit times, compliance with requirements of local packing/crating/shipping agencies, meeting shipping schedules, and other requirements related to HHG shipments;

2. Expiration/termination of lease/rental agreement occurs after a member has the PCS order or alert notice;
3. The landlord withdraws private sector housing from the market;
4. The authorizing/approving official (see par. 9150) determines that an Act of God, fire, flood, earthquake, riot, civil unrest, or other disturbance makes occupancy of permanent Gov't Qtrs/private sector housing inadvisable;
5. The member is required by lease, custom, or law to vacate private sector housing in advance of the leases expiration to permit inspection, finalization of utility bills and deposits, redecoration, and/or adjudication of damage claims;
6. The lease, custom, or law requires that private sector housing be surrendered at a fix date more than 10 days before the scheduled departure;
7. Housing authorities require the member to vacate permanent Gov't Qtrs for the Gov't's convenience to permit its readying for, and/or assignment to, another member;
8. The OCONUS TLA Authority determines that permanent Gov't Qtrs/private sector housing must be relinquished under circumstances/reasons other than those stated in pars. 9170-D1, 9170-D2, 9170-D3, 9170-D4, 9170-D5, 9170-D6, and 9170-D7.

The principles in par. 9150-C2 must be applied in determining the need for TLA. TLA is authorized/approved only for the number of days needed to prevent undue financial hardship to the member during the period involved, as determined by the OCONUS TLA Authority.

E. Member Detaches from a Ship Away from Home Port. When a member detaches on a PCS from an OCONUS home ported ship while the ship is away from its home port and returns to the home port, the member may be authorized TLA on the member's behalf unless authorized per diem. If the member is authorized per diem at the home port, no TLA authority exists for the member and only the dependents occupying temporary lodging at the home port are considered in determining the rate payable under par. 9185-A.

F. Period of TDY/Deployment while Away from the Old PDS. A member receiving TLA preceding PCS departure, who is ordered on TDY away from the PDS, or who is ordered on deployment from the home port or permanent duty location of the ship, staff, or afloat unit, may continue to receive TLA on the member's behalf. The member's temporary lodging cost share is to be included as a TLA expense when, because of the member's military assignment, temporary lodging must be retained at the old PDS or the home port or permanent duty location of the ship, staff, or afloat unit (*[59 Comp. Gen. 58 \(1979\)](#)). The member's order must be annotated with, or have attached to it, certification that retaining the TLA lodging was because of military necessity and not because of the member's personal choice/convenience.

G. TLA before PCS Order Issuance

1. A member may be authorized TLA before a PCS order is issued based on a written statement from the PCS AO, or the designated representative, that the member was advised before the PCS order was issued that such an order would be issued. The member must be prepared to provide this statement if finance procedures require that the voucher be supported by the statement.
2. The length of time between when the PCS order is issued and the member receives written advice that the order is to be issued may not exceed the relatively short period between the time when a PCS order determination is made and the date when the order is actually issued.
3. General information concerning order issuance before the determination is made to actually issue the order, such as the date of eventual release from active duty, expiration of term of service, retirement eligibility, expected rotation from OCONUS duty, etc., is not advice that the order is to be issued (*[52 Comp. Gen. 769 \(1973\)](#)).

H. TLA during a Hospitalization Period. A member who is receiving TLA before PCS departure, and who is hospitalized, may continue to receive TLA on the member's behalf and may include the member's share of the temporary lodging cost as a TLA expense when because of the hospitalization, temporary lodging must be retained at the old PDS. The member's order must be annotated with, or have attached to it, certification that retaining the TLA lodging was because of the hospitalization and not because of the member's personal choice/ convenience.

CHAPTER 9: STATION ALLOWANCES
***(OCONUS COLA AND TLA)**

PART C: TEMPORARY LODGING ALLOWANCE (TLA)

SECTION 5: MISCELLANEOUS CONDITIONS

MEMBERS ONLY

9175 LEAVE/PERMISSIVE TRAVEL EFFECT ON TLA

A. Leave or Permissive Travel in the PDS Vicinity. TLA may be paid for any day a member is on leave or permissive travel in the PDS vicinity, after reporting for duty, while seeking private sector housing or awaiting Gov't Qtrs assignment. The provision enables a member to complete PCS travel and be placed on leave so that station allowance eligibility is established (by reporting in to the new PDS).

B. Leave or Permissive Travel Away from the PDS Vicinity. TLA is not payable for any day a member is on leave or permissive travel away from the PDS vicinity, unless one or more dependents remain(s) in the PDS vicinity to continue to seek private sector housing or while awaiting Gov't Qtrs assignment. In that case, the number of dependents who continue to occupy temporary lodgings determines the rate payable. In either case, postponement of TLA pending return is not authorized. This provision helps ensure that TLA is paid only ICW the PDS. See par. 9150-A4.

9180 OLD AND NEW PDS IN CLOSE PROXIMITY OR IN THE SAME COUNTRY

A. General. Except as provided in par. 9180-B, the fact that a member's old and new PDSs are in close proximity to each other or in the same country does not change the TLA authority.

B. New PDS within Commuting Distance. When a member's new PDS is within commuting distance of the Gov't Qtrs/private sector housing occupied while at the old PDS, the member may not be authorized TLA unless the member's commanding officer approves temporary lodgings occupancy based on a change of residence being necessary for reasons beyond the member's control.

9182 TLA FOR AN RC MEMBER

An RC member called/ordered to:

1. Active duty for other than training for more than 180 days, or
2. ADT for 140 or more days

and authorized PCS allowances with or without authorization for PCS HHG transportation is authorized TLA in the same manner as prescribed in this Ch. When a member is authorized TLA at the with dependent rate for the PLEAD, there are no command sponsorship requirements. The member must reside permanently in the area concerned at the time called/ordered to active duty (*[55 Comp. Gen. 135 \(1975\)](#)). COLA authorization begins on the first active duty day.

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CHAPTER 9: STATION ALLOWANCES
***(OCONUS COLA AND TLA)**

PART C: TEMPORARY LODGING ALLOWANCE (TLA)

SECTION 6: RATES PAYABLE, COMPUTATION PROCEDURES AND EXAMPLES

MEMBERS ONLY

9185 RATES PAYABLE, COMPUTATION PROCEDURES AND EXAMPLES

A. General

1. Determining the Number of Persons Occupying Temporary Lodgings. In determining the number of persons in the family occupying temporary lodgings, the member is not counted for any day when the member is not authorized TLA in the member's own behalf. See pars. 9160-B and 9160-C.

2. Extra Room Charge Payment. Except as provided in pars. 9185-C and 9185-D, when the member and/or dependents check into/out of temporary lodgings at a time of day which results in the payment of room charges for the calendar day before checking-in or for the checking-out calendar day, the rates of 65%, 100%, 35%, and 25% shown in par. 9185-E are 97.5%, 150%, 52.5%, and 37.5%, respectively, for the calendar day of checking-in or the calendar day preceding the checking-out day, but for lodging only. M&IE remains at the ordinary percentages.

3. TLA Authorized on the Reporting Day

a. Reimburse the traveler/dependent(s) 75% of the new OCONUS PDS per diem M&IE rate (par. 5030) when the PCS is performed by common carrier or transportation-in-kind if the TLA and reporting day are the same. See pars. 5014-A to C, 5014-D, 5074-B1, and 5074-B2. The reporting day lodging expense is reimbursed as TLA (par. 9150-C). See par. 9185-H, TLA computation Example 8.

b. TLA is not payable on the reporting day when MALT PLUS is payable, par. 9160-B.

B. Temporary Lodging Not Available at PDS. When Gov't/commercial temporary lodgings are not available at the PDS and the member must obtain Gov't/commercial temporary lodgings at a nearby place, the maximum daily TLA amount is determined by multiplying the accommodations location per diem rate by the percentage in par. 9185-E if the accommodations per diem rate is higher than that for the PDS. Otherwise, the PDS locality per diem rate is used. Finance regulations might require that payments made under par. 9185-B be supported by a statement of the member's commanding officer/or designee, that the accommodations used were the nearest suitable accommodations available to the member's PDS.

C. Temporary Lodgings Furnished by a Gov't Contractor. When a Gov't contractor furnishes temporary lodgings, TLA is computed under par. 9185-E. When the member and/or dependents check into/out of Gov't contractor temporary lodgings at a time of day that results in the payment of a lodging charge for the calendar day before checking-in or the checking-out calendar day, the daily amount of TLA for the check-in calendar day or the calendar day preceding the check-out day is to be increased by the extra amount of Qtrs charge paid.

D. Temporary Lodging Occupied in Facilities under Gov't Jurisdiction. When temporary lodgings are occupied in guest houses, exchange hotels, temporary lodgings facilities, or transient facilities such as visiting officer's Qtrs, under Gov't jurisdiction (operated with appropriated or non-appropriated funds), TLA is computed per par. 9185-E. When the member and/or dependents check into/out of this type of Qtrs at a time of day which results in the payment of a rental/service charge for the calendar day before checking-in or for the checking-out calendar day, the daily TLA amount for the *check-in calendar day or the calendar day preceding the check-out day is increased by the amount of the extra rental/service charge paid.

E. General TLA Computation

1. Except when more than one TLA rate applies within the computation period as in par. 9185-A or 9185-B, and except as in pars. 9185-F, and 9185-G, TLA computations are made in increments of 15, or fewer days when TLA ceases to exist before the end of a (15 or fewer days) period.
2. When determining the lodging expense ICW TLA, the International Transaction (currency conversion) Fees charged by the GTCC are added to the actual daily lodging cost along with any lodging tax or value added tax (VAT) certificate cost, and other authorized lodging costs.
3. ***When using a personal non-GTCC credit card and not formally exempt from having a GTCC, International Transaction (currency conversion) fees charged by your credit card company are not part of the computation.***
4. Computations are as follows:

Step 1: Determine the Daily M&IE and Lodging Ceiling. Multiply the percentage in the following table by the applicable locality [per diem M&IE and lodging rates](#).

Number of Eligible Persons Occupying Temporary Lodging	Percentage Applicable
Member or 1 dependent	65%
Member and 1 dependent, or 2 dependents only	100%
For each additional dependent age 12 and over, add	35%
For each additional dependent under age 12, add	25%

- a. Use the above applicable percentage for both lodging and M&IE unless:
 1. A TLA Special has been authorized for lodging. See par. 9195.
 2. Temporary lodgings are not available at the PDS. See par. 9185-B.
 3. Permanent Gov't Qtrs are being renovated, or lack adequate cooking and eating facilities. See par. 9185-F.
 4. Temporary Qtrs contain adequate cooking facilities. See par. 9185-G.
 5. A member, authorized a temporary lodging cost at the new PDS under par. 9160-C3 as a TLA expense during a TDY/deployment period, is included in the number of persons occupying the temporary lodgings for lodging but not M&IE. Determine the member's share of the meal allowance by dividing the M&IE amount determined in this step by the number of persons in the member's family, including the member, occupying the temporary lodgings. Deduct the member's share from the M&IE.
 6. The member/dependent(s) stay with friends/relatives; lodging cost reimbursement is not authorized but the TLA M&IE is paid.
- b. When computing the applicable percentage for a:
 1. Member and family including the member's spouse and dependent children, the applicable percentage is 100% for the member and spouse, 35% for each dependent age 12 and over, and 25% for each dependent under age 12. See Example 7;
 2. Family without the spouse, add the applicable percentage for the member and 1 (the oldest) dependent, plus the applicable percentage for each additional dependent. For example, the applicable percentage for a member with two dependents, one age 12 or older and one under age 12 is 125% (member plus dependent

age 12 or older is 100%, plus dependent under 12 is 25%);;

3. Member-married-to-member couple on active duty, with dependents occupying temporary lodging, claim the dependents for TLA reimbursement IAW the percentage factors in par. 9185-E, as shown in Examples 5 and 6.

c. Exception occurs when temporary lodgings are not available at the PDS, while renovating Gov't Qtrs, or when permanent Qtrs lack adequate cooking and eating facilities. See par. 9185-F.

Step 2: Determine the Payable Lodging Cost

a. Compare the actual daily lodging cost, including lodging tax or value added tax (VAT) certificate cost, International Transaction (Currency Conversion) Fees charged by the GTCC, and other lodging cost authorized IAW par. 9160-C3, with the Step 1 lodging cost ceiling. Select the lesser amount.

b. Itemized lodging vendor receipts, invoices, or statements are required for lodging expense verification. See par. 2710 for receipt requirements; and par. 9157 for TLA advances.

c. If the member is in a TDY status (regardless of the per diem amount received), reduce the lodging expense by the lodging cost used to determine the member's per diem rate.

d. When staying with friends/relatives, lodging cost is not allowed and is always zero.

Step 3: Determine Daily TLA Amount. Add the Step 2 result to the Step 1 M&IE rate. This is the daily TLA amount. For TLA computation examples see pars. 9185-H and 9195 (TLA Special).

F. TLA while Gov't Qtrs Are Being Renovated, or if Gov't Qtrs Lack/Private Sector Housing Lacks a Stove and/or Refrigerator

1. The member may be authorized TLA to cover restaurant meals cost, when a member and/or dependents:

a. Occupy Gov't Qtrs while the kitchen is being renovated, or

b. Occupy Gov't Qtrs/private sector housing during utility loss, or

c. Initially occupy permanent Gov't Qtrs/private sector housing without a stove and/or refrigerator and meals cannot be prepared.

2. Determine TLA by multiplying the par. 9185-E4, Step 1 percentage times the total meals amount in the locality M&IE per diem rate.

G. Temporary Qtrs Contain Facilities for Preparing and Consuming Meals

1. When temporary lodgings have facilities and space for preparing and eating meals, the daily TLA rate is computed using par. 9185-E, except that the M&IE amount is reduced by one-half.

2. The reduced (one-half) M&IE amount based on adequate cooking facilities does not apply when lodging is provided by a friend/relative, or to the first and last days of TLA.

3. The presence of a stove and oven, work area (table, counter, etc.), refrigerator, sink, water, table, chairs, and cooking and eating utensils (i.e., all of the foregoing items) is evidence of adequate cooking and eating facilities.

4. When the member shows, to the satisfaction of the official designated in the local TLA regulations (see par. 9150) that the facilities for preparing and consuming meals are inadequate or for other reasons may not be used for all or part of the period involved, the member may be authorized TLA per par. 9185-E, without the M&IE reduction. The member’s explanation for facilities non-use, endorsed by the OCONUS TLA Authority’s designated official supports TLA payment under these circumstances.

5. To facilitate TLA administration, the OCONUS TLA Authority’s designated official should ensure that a current list of available accommodations is maintained and make available to incoming and departing personnel.

H. TLA Computation Examples. *Per diem rates used in these examples may not be current, and are for illustrative purposes only. Refer to the paragraph references for clarification when computing TLA.*

1. Example 1 -- TDY/Deployment, POC Travel

A member, with command-sponsored spouse, is assigned to an OCONUS location (par. 9150-C). The member and spouse arrive at the new OCONUS PDS location on 1 April by POC and move into temporary lodgings the same day (par. 9160-B). TLA status is effective the following date, 4/2.	
The temporary accommodations do not have facilities for preparing and eating meals (par. 9185-G). The locality <u>per diem rate</u> is \$150 (\$76/ \$74). The actual lodging expense is \$114/night, including lodging tax and other authorized fees (par. 9185-E2) such as the GTCC currency conversion fee or valued added tax (VAT) certificate cost, if applicable. Itemized lodging receipts are provided as required.	
4/1 - TLA is not payable for 1 April since MALT PLUS per diem was paid for the official travel arrival date to the OCONUS new PDS location for the member and spouse IAW par. 9185-A3.	
4/2 – The member is advised upon reporting to aggressively seek permanent Gov’t Qtrs/private sector housing, keep an accurate lodging expense record (including lodging receipts), and register with and inform the OCONUS TLA Authority of progress in obtaining permanent Qtrs/housing at least every 10 days (par. 9150-C).	
4/11 – The member submits a lodging expense report of \$1,140 (\$114/day including lodging tax) for 4/2 thru 4/10. The member’s progress in obtaining permanent Qtrs/housing is reviewed for compliance with the JTR and OCONUS TLA Authority requirements. TLA is extended for another 10-day period by the OCONUS TLA Approving Official (par. 9150-C2).	
4/21 – The member submits a lodging expense report of \$1,140 (\$114/day including lodging tax) for 4/11 thru 4/20. The member was TDY and received per diem on 4/15 thru 4/18. Lodging costs at the PDS for 4/15, 4/16, and 4/17 were authorized for the member as a TLA expense under par. 9160-C3 (TDY/Deployment). TLA is authorized only for the number of days the member actually remained in TLA accommodations. The member and spouse moves into the same permanent Qtrs on 4/21.	
TLA COMPUTATION FOR 2-10 APRIL – MEMBER/DEPENDENT	
1. Determine the maximum rates (applicable percentage x locality rate). M&IE Lodging	100% x \$74 = \$74 100% x \$76 = \$76
2. Compare the actual daily lodging cost (including lodging tax) to the Step 1 maximum lodging rate. Use the lesser.	\$114 vs. \$76 \$76
3. Add the Step 1 M&IE to the selected Step 2 lodging amount. Pay \$150/day.	\$74 + \$76 = \$150 \$150/day x 4 days = \$600
TLA COMPUTATION FOR 11-14 APRIL – MEMBER/DEPENDENT	
1. Determine the maximum rates (applicable percentage x locality rate). M&IE Lodging	100% x \$74 = \$74 100% x \$76 = \$76
2. Compare the actual daily lodging cost (including lodging tax) to the Step 1 maximum lodging rate. Use the lesser.	\$114 vs. \$76 \$76
3. Add the Step 1 M&IE to the selected Step 2 lodging amount. Pay \$150/day.	\$74 + \$76 = \$150 \$150/day x 9 days = \$1,350

TLA COMPUTATION FOR 15-17 APRIL TDY/DEPLOYMENT	
1. Determine the maximum rates (applicable percentage x locality rate). M&IE Lodging	100% x \$74 = \$74 100% x \$76 = \$76
2. Determine the member's share of the M&IE. Divide the Step 1 M&IE result by the number of occupants (including the member), then subtract that amount from the Step 1 result (par. 9185-E4, Step 1a5).	\$74 divided by 2 = \$37 \$74 - \$37 = \$37
3. Compare the actual daily lodging cost (including lodging tax) to the Step 1 maximum lodging rate. Use the lesser.	\$114 vs. \$76 \$76
4. Add the Step 2 M&IE to the selected Step 3 lodging amount. Pay \$113/day.	\$37 + \$76 = \$113 \$113/day x 3 days = \$339
TLA COMPUTATION FOR 18-20 APRIL – MEMBER/DEPENDENT	
1. Determine the maximum rates (applicable percentage x locality rate). M&IE Lodging	100% x \$74 = \$74 100% x \$76 = \$76
2. Compare the actual daily lodging cost (including lodging tax) to the Step 1 maximum lodging rate. Use the lesser.	\$114 vs. \$76 \$76
3. Add the Step 1 M&IE to the selected Step 2 lodging amount. Pay \$150/day.	\$74 + \$76 = \$150 \$150/day x 3 days = \$450

2. Example 2 -- TDY Status, Vessel at Home Port and Underway

<p>A member, with spouse, is assigned to a ship with an OCONUS home port. The locality <u>per diem rate</u> is \$132 (\$66/ \$66). The member and spouse arrive at the OCONUS home port 9/30 by POC while the ship is away (par. 9160-C2). TLA status is effective the following date, 10/1.</p> <p>They occupy temporary Gov't Qtrs that does not have facilities for preparing and eating meals (par. 9185-G). The actual lodging expense is \$98/night, including lodging tax and other authorized fees (par. 9185-E2) such as the GTCC currency conversion fee or valued added tax (VAT) certificate cost if applicable. Itemized lodging receipts are provided as required.</p> <p>The ship returns to the OCONUS home port and the member reports aboard for duty at 1900 that day. The ship remains in port until 11/7. The member and spouse move into the same permanent Qtrs on 10/11.</p>	
<p>9/30 - TLA is not payable for 30 September since MALT PLUS per diem was paid for the official travel arrival date to the OCONUS new PDS location for the member and spouse IAW par. 9185-A3.</p>	
<p>10/1 – The member is advised upon reporting to aggressively seek permanent Qtrs/housing, keep an accurate lodging expense record (including lodging receipts), and register with and inform the OCONUS TLA Authority of progress in obtaining permanent Qtrs/housing at least every 10 days (par. 9150-C).</p>	
<p>10/6 – The member submits a lodging expense report of \$490 (\$98/day) for the member and spouse from 10/1 thru 10/5. The member submits a lodging expense report of \$490 (\$98 per day) from 10/6 thru 10/10. TLA extension of an additional 10-day period is authorized as the member has complied with the OCONUS TLA Authority requirements IAW the JTR (par. 9150-C2).</p>	
<p>TLA COMPUTATION FOR 1-5 OCTOBER – TDY STATUS/VESSEL UNDERWAY</p>	
<p>1. Determine the maximum rates (applicable percentage x locality rate). M&IE Lodging</p>	<p>65% x \$66 = \$42.90 65% x \$66 = \$42.90</p>
<p>2. Determine the lodging cost. Divide the allowable daily lodging cost (including lodging tax) by 2, because the member is in a TDY per diem status (par. 9160-C).</p>	<p>\$98 divided by 2 = \$49</p>
<p>3. Compare the actual daily lodging cost in Step 2 (including lodging tax) to the Step 1 maximum lodging rate. Use the lesser.</p>	<p>\$49 vs. \$42.90 \$42.90</p>
<p>4. Add the Step 1 M&IE to the selected Step 3 lodging amount. Pay \$85.80/day.</p>	<p>\$42.90 + \$42.90 = \$85.80 \$85.80/day x 5 days = \$429</p>
<p>TLA COMPUTATION FOR 6-10 OCTOBER - (VESSEL AT HOME PORT)</p>	
<p>1. Determine the maximum rates (applicable percentage x locality rate). M&IE Lodging</p>	<p>100% x \$66 = \$66 100% x \$66 = \$66</p>
<p>2. Compare the actual daily lodging cost (including lodging tax) to the Step 1 maximum lodging rate. Use the lesser.</p>	<p>\$98 vs. \$66 \$66</p>
<p>3. Add the Step 1 M&IE to the selected Step 2 lodging amount. Pay \$132/day.</p>	<p>\$66 + \$66 = \$132 \$132/day x 5 days= \$660</p>

3. Example 3 -- Temporary Lodgings Contain Facilities for Preparing and Consuming Meals

A member and 3 dependents (spouse, and two children under age 12) occupy temporary lodgings containing facilities for preparing and consuming meals (par. 9185-G). The locality <u>per diem rate</u> is \$150 (\$76/ \$74). The actual lodging expense is \$138/night, including lodging tax and other authorized fees (par. 9185-E2) such as the GTCC currency conversion fee or valued added tax (VAT) certificate cost if applicable. Itemized lodging receipts are provided as required.	
TLA COMPUTATION	
1. Determine the maximum rates (applicable percentage x locality rate). M&IE Lodging	150% x \$74 = \$111 150% x \$76 = \$114
2. Reduce the Step 1 M&IE by one-half due to cooking facilities.	\$111 x 50% = \$55.50
3. Compare the actual daily lodging cost (including lodging tax) to the Step 1 maximum lodging rate. Use the lesser.	\$138 vs. \$114 \$114
4. Add the Step 2 M&IE to the selected Step 3 lodging amount. Pay \$169.50/day.	\$55.50 + \$114 = \$169.50 Pay \$169.50 for each day

4. Example 4 -- Member Married to Member Couple in the Same Temporary Lodging without Facilities for Preparing and Consuming Meals. (POC Travel)

Member-married-to-member couple, each is without dependents, is assigned to the same OCONUS PDS. They arrived at the new OCONUS PDS on 1 April by POC and move into the same temporary lodging on the same day. TLA status is effective the following date, 4/2.		
Preparation and cooking facilities are not available in the temporary lodging (par. 9185-G). The locality <u>per diem rate</u> is \$150 (\$76/ \$74). The actual lodging expense is \$114/night (\$57/night for each member), including lodging tax and other authorized fees (par. 9185-E2) such as the GTCC currency conversion or valued added VAT taxes if applicable. Itemized lodging receipts are provided as required.		
4/1 – TLA is not payable for 1 April since MALT PLUS per diem was paid for the official travel arrival date to the OCONUS new PDS location for the member and spouse IAW par. 9185-A3.		
4/2 – The members are advised upon reporting to aggressively seek permanent Qtrs/housing, keep an accurate lodging expense record (including lodging receipts), and register with and keep the OCONUS TLA Authority informed of progress in obtaining permanent Qtrs/housing at least every 10 days (par. 9150-C).		
4/11 – Each member submits a separate lodging expense report of \$570 (\$114÷2/day, including tax = \$57) for shared temporary lodging. The members’ progress in obtaining permanent Qtrs/housing is reviewed for additional TLA period from 4/11 to 4/20 and TLA is extended for another 10-day period by the OCONUS TLA Approving Official IAW par. 9150-C2). The members moved into the same permanent Qtrs on 4/21.		
TLA COMPUTATION		
<i>A member IAW *37 USC §421 may not be paid allowances on behalf of a dependent for any period during which that dependent is entitled to basic pay IAW *37 USC §204..</i>		
Temporary Lodging without facilities for Preparing and Consuming Meals		
1. Determine the maximum rates (applicable percentage x locality rate). M&IE Lodging	<u>Member 1</u> 65% x \$74 = \$48.10 65% x \$76 = \$49.40	<u>Member 2</u> 65% x \$74 = \$48.10 65% x \$76 = \$49.40
2a. Member 1, multiply the Step 1 M&IE times 100% since preparation and cooking facilities are not available. 2b. Member 2, multiply the Step 1 M&IE times 100% since preparation and cooking facilities are not available.	\$48.10 x 100% = \$48.10 (2a)	\$48.10 x 100% = \$48.10 (2b)
3. Compare actual daily lodging cost (including lodging tax) to Step 1 maximum lodging rate. Use the lesser.	\$49.40 vs. \$57.00 \$49.40	\$49.40 vs. \$57.00 \$49.40
4. Add the Step 1 M&IE to the Step 3 lodging amount. Pay each member \$97.50/day.	\$48.10 + \$49.40 = \$97.50 \$97.50 x 10 = \$975.00	\$48.10 + \$49.40 = \$97.50 \$97.50 x 10 = \$975.00

5. Example 5 -- Member Married to Member Couple with Dependents in Temporary Lodgings with Available Preparation and Cooking Facilities for Each Member, POC Travel

<p>A member without dependents married to another member claiming two dependents (for housing allowance purposes), one age 12 or older and one under age 12, are assigned to the same OCONUS location. They arrived at the new OCONUS PDS on 1 April by POC and move into the same temporary lodging on the same day.</p> <p>Preparation and cooking facilities are available for each member in the temporary lodging (par. 9185-G). The locality <u>per diem rate</u> is \$160 (\$86/ \$74). The actual lodging expense is \$85/night for each member, including lodging tax and other authorized fees (par. 9185-E2) such as the GTCC currency conversion fee or valued added tax (VAT) certificate cost if applicable. Itemized lodging receipts are provided as required.</p>		
<p>4/1 - TLA is not payable for 1 April since MALT PLUS per diem was paid for the official travel arrival date to the new OCONUS PDS location for each member and children IAW par. 9185-A3.</p>		
<p>4/2 – The members are advised upon reporting to aggressively seek permanent Qtrs/housing, keep an accurate lodging expense record (including lodging receipts), and register with and keep the OCONUS TLA Authority informed of progress in obtaining permanent Qtrs/housing at least every 10 days (par. 9150-C).</p>		
<p>4/11 – Each member submits a separate lodging expense report of \$850 (\$170 per day including lodging tax divided in half, \$85) for shared temporary lodging. They moved into permanent Qtrs on 4/21. TLA is authorized from 4/11 to 4/20 (10 days).</p>		
<p>TLA COMPUTATION</p>		
<p><i>A member IAW *37 USC §421 may not be paid allowances on behalf of a dependent for any period during which that dependent is entitled to basic pay IAW *37 USC §204.</i></p>		
<p>Preparation and Cooking Facilities are Available for Each Member</p>		
<p>1. Determine the maximum rates (applicable percentage x locality rate).</p> <p>M&IE Lodging</p>	<p><u>Member 1 with one dependent</u> 100% x \$74 = \$74 100% x \$86 = \$86</p>	<p><u>Member 2 with one dependent</u> 100% x \$74 = \$74 100% x \$86 = \$86</p>
<p>2. Member with one dependent, multiply the Step 1 M&IE times 50% since preparation and cooking facilities are available.</p>	<p>\$74 x 50% = \$37</p>	<p>74 x 50% = \$37</p>
<p>3. Compare the actual daily lodging cost (including lodging tax) to the Step 1 maximum lodging rate. Use the lesser.</p>	<p>\$85 vs. \$86 \$85</p>	<p>\$85 vs. \$86 \$85</p>
<p>4. Add the Step 2 M&IE to the selected Step 3 lodging amount. Pay each member \$122 per day.</p>	<p>\$37 + \$85 = \$122 \$122 x 10 = \$1,220</p>	<p>\$37 + \$85 = \$122 \$122 x 10 = \$1,220</p>

6. Example 6 -- Member Married to Member Couple with Dependents with Two Rooms without Preparation and Cooking Facilities for Each Member, POC Travel

<p>A member-married-to-member couple with four dependents, two children age 12 or older and two dependents under age 12, are assigned to the same OCONUS location. They arrived at the new OCONUS PDS on 1 April by POC and move into the same temporary lodging on the same day. TLA status is effective the following date, 4/2.</p>		
<p>Preparation and cooking facilities are not available in the temporary lodging. The locality <u>per diem rate</u> is \$200 (\$125/ \$75). The actual lodging expense is \$120/night for each member, including lodging tax and other authorized fees (par. 9185-E2) such as the GTCC currency conversion fee or valued added tax (VAT) certificate cost if applicable. Itemized lodging receipts are provided as required.</p>		
<p>4/2 – The members are advised upon reporting to aggressively seek permanent Qtrs/housing, keep an accurate lodging expense record (including lodging receipts), and register with and keep the OCONUS TLA Authority informed of progress in obtaining permanent Qtrs/housing at least every 10 days.</p>		
<p>4/11 – Each member submits a separate lodging expense report of \$1,200 (\$120/day including tax) for shared temporary lodging. The members' progress in obtaining permanent Qtrs/housing is reviewed and TLA is extended for another 10-day period by the OCONUS TLA Approving Official IAW par. 9150-C2. The members and dependents moved into the same permanent Qtrs on 4/21.</p>		
<p>TLA COMPUTATION</p>		
<p><i>A member IAW *37 USC §421 may not be paid allowances on behalf of a dependent for any period during which that dependent is entitled to basic pay IAW *37 USC §204.</i></p>		
1. Determine the maximum rates (applicable percentage x locality rate). M&IE Lodging Total	<p><u>Member 1 w/2 dependents over 12</u> 135% x \$75 = \$101.25 135% x \$125 = \$168.75 \$101.25 + \$168.75= \$270</p>	<p><u>Member 2 w/2 dependents under 12</u> 125% x \$75 = \$93.75 125% x \$125 = \$156.25 \$93.75 + \$156.25 = \$250</p>
2a. <u>Member 1 with 2 dependents age 12 or older.</u> Multiply the Step 1 M&IE times 100% since preparation and cooking facilities are not available.	<p>\$101.25 x 100% = 101.25</p>	
2b. <u>Member 2 with 2 dependents under age 12.</u> Multiply the Step 1 M&IE times 100% since preparation and cooking facilities are not available.		<p>\$93.75 x 100% = \$93.75</p>
3. Compare the actual daily lodging cost (including lodging tax) to the Step 1 maximum lodging rate. Use the lesser.	<p>\$168.75 vs. \$120 \$120</p>	<p>\$156.25 vs. \$120 \$120</p>
4. Add the Step 1 M&IE to the selected Step 3 lodging amount.	<p>\$101.25 + \$120 = 221.25</p>	<p>\$93.75 + \$120 = \$213.75</p>
5. Pay the lesser of Step 1 and Step 4.	<p>\$221.25</p>	<p>\$213.75</p>
6. Multiply the Step 5 amount by the number of authorized TLA days (10).	<p>\$221.25/day x 10 days = \$2,212.50</p>	<p>\$213.75/day x 10 days = \$2,137.50</p>
7. Total Amount Paid to Each Member	<p>\$2,212.50</p>	<p>\$2,137.50</p>

7. Example 7 -- Member with Multiple Dependents and Two Rooms without Preparation and Cooking Facilities, POC Travel

<p>A member with a spouse, two children age 12 or older and two children under age 12 is assigned to an OCONUS location. They arrive at the new OCONUS PDS on 1 April by POC and use two rooms for temporary lodging on the same day (par. 9185-E, step 2b). TLA status is effective the following date, 4/2.</p>	
<p>Preparation and cooking facilities are not available in the temporary lodging (par. 9185-G). The locality <u>per diem rate</u> is \$200 (\$125/ \$75). The actual lodging expense is \$120/night for each room, including lodging tax and other authorized fees (par. 9185-E2) such as the GTCC currency conversion fee or valued added tax (VAT) certificate cost if applicable. Itemized lodging receipts are required.</p>	
<p>4/1 - TLA is not payable for 1 April since MALT PLUS per diem was paid for the official travel arrival date to the OCONUS new PDS location for the member and spouse IAW par. 9185-A3.</p>	
<p>4/2 – The member is advised upon reporting to aggressively seek permanent Qtrs/housing, keep an accurate lodging expense record (including lodging receipts), and register with and keep the OCONUS TLA Authority informed of progress in obtaining permanent Qtrs/housing at least every 10 days (par. 9150-C).</p>	
<p>4/11 – The member submits a lodging expense report of \$2,400 (\$120/room per day including tax) for two rooms. The members’ progress in obtaining permanent Qtrs/housing is reviewed and TLA is extended for another 10-day period by the OCONUS TLA Approving Official IAW par. 9150-C2. The member and dependents moved into the same permanent Qtrs on 4/21.</p>	
<p>TLA COMPUTATION</p>	
<p><i>When computing the correct total percentage for a member and family – spouse, dependent children—allow 100% for member/spouse, add 35% for each dependent over 12 and 25% for each dependent under 12)</i></p>	
<p>(When computing the correct total percentage for a member and family – spouse, dependent.</p>	
<p>1. Determine the maximum rates (applicable percentage x locality rate). Member & spouse 100% plus 2 dependents age 12 or older (35% + 35%) 70% plus 2 dependents under age 12 (25% + 25%) 50% = 220%) M&IE Lodging Total</p>	<p>220% x \$75 = \$165 220% x \$125 = \$275 \$165 + \$275= \$440</p>
<p>2. Multiply the Step 1 M&IE times 100% since preparation and cooking facilities are not available.</p>	<p>\$165 x 100% = \$165</p>
<p>3. Compare the actual daily lodging cost (including lodging tax) to the Step 1 maximum lodging rate. Use the lesser.</p>	<p>\$275 vs. \$240 \$240</p>
<p>4. Add the Step 2 M&IE to the selected Step 3 lodging amount.</p>	<p>\$165 + \$240 = \$405</p>
<p>5. Pay the lesser of Step 1 and Step 4.</p>	<p>\$405</p>
<p>6. Multiply the Step 5 amount by the number of authorized TLA days (10).</p>	<p>\$405/day x 10 days = \$4,050</p>
<p>7. Total Amount Paid</p>	<p>\$4,050</p>

8. Example 8 -- PCS Reporting Date and Authorized TLA are on the Same Day, Commercial Transportation

A member, spouse, and one child under 12 are PCS'd from CONUS to the new OCONUS PDS, travel by transoceanic transportation (i.e., commercial air, ship, etc.). They arrive at the new OCONUS PDS and concurrently the OCONUS TLA Approving Official authorizes TLA for 10 days starting on the PCS reporting date. Preparation and cooking facilities are not available in the temporary lodging (par. 9185-G). The locality <u>per diem rate</u> is \$377 (\$250/ \$127).		
The member is advised upon reporting to aggressively seek permanent Qtrs/housing, keep an accurate lodging expense record (including lodging receipts), and register with and keep the OCONUS TLA Authority informed of progress in obtaining permanent Qtrs/housing at least every 10 days (par. 9150-C).		
The member submits a lodging expense report of \$2,250 (\$225/day including lodging tax) for 10 days of TLA lodging. They moved into permanent Qtrs on Day 11. Actual lodging expenses include lodging tax and any other authorized fees (par. 9185-E2) such as the GTCC currency conversion fee or valued added tax (VAT) certificate cost if applicable. Itemized lodging receipts are provided as required.		
TLA COMPUTATION ARE ON THE SAME DAY		
This example is for travel performed by common carrier or transportation-in-kind.		
PCS M&IE paid (par. 5030) =		\$285.75
TLA paid for 10 days of TLA (par. 9185-A3)	\$225 + \$7,413.75 =	\$7,638.75
<i>When computing the first day, pay the PCS M&IE based on the OCONUS PDS location and lodging under the TLA program</i>		
DAY 1		
PCS travel day M&IE		
Member	Full Rate	\$127.00
Spouse	\$127 x 75%	\$95.25
Child under 12	\$127 x 50%	+ \$63.50
TOTAL		\$285.75
TLA (lodging only)		
Member, spouse, and dependent (under 12)	\$250 x 125% = \$312.50 (limited to \$225)	\$225.00
DAYS 2 – 10		
Step 1	M&IE (\$127 x 125%) = Lodging (\$250 x 125%) = Total =	\$158.75 + \$312.50 <u>\$471.25</u>
Step 2	Compare the actual lodging cost including tax (\$225) against Step 1 (\$312.50), pay the lesser amount	\$225.00
Step 3	Add M&IE and lodging (\$158.75 + \$225) =	\$383.75
Step 4	Compare steps 1 and 3 totals. Pay the lesser amount. \$383.75/day x 9 days =	\$3,453.75

9. Example 9 -- Lodging with Currency Conversion Fees

A member and spouse occupy temporary lodgings. Preparation and cooking facilities are not available in the temporary lodging. The locality <u>per diem rate</u> is \$268 (\$152/ \$116). The lodging expense is \$145, including lodging tax and the international transaction (currency conversion) fee charged by the GTCC is \$25. Itemized lodging receipts are provided as required.	
TLA COMPUTATION	
1. Determine the maximum rates (applicable percentage x locality rate). M&IE Lodging International Transaction (currency conversion) Fee	100% x \$116= \$116 100% x \$152 = \$152 \$25 ÷ 5 = \$5
2. Compare the actual daily lodging cost (including lodging tax and currency conversion fee) (\$145 + \$5 = \$150) to the Step 1 maximum lodging rate. Use the lesser.	\$150 vs. \$152 \$150
3. Add the Step 1 M&IE to the selected Step 2 lodging amount. Pay \$266/day.	\$116 + \$150 = \$266 \$266/day x 5 days = \$1,330

10. Example 10 -- PCS Reporting Date and Authorized TLA are on the Same Day, Lodging with Friends/Relatives, Commercial Travel

EXAMPLE 10		
PCS REPORTING DATE AND AUTHORIZED TLA ARE ON THE SAME DAY, LODGING WITH FRIENDS/RELATIVES, COMMERCIAL TRAVEL		
A member and spouse are PCS'd from CONUS to the new OCONUS PDS, travel by transoceanic transportation (i.e., commercial air, ship, etc.). They arrive at the new OCONUS PDS and concurrently the OCONUS TLA Approving Official authorizes TLA for 10 days starting on the PCS reporting date.		
The member and spouse elect to reside with relatives. TLA authorization is limited to the M&IE of the applicable locality per diem rate of \$377 (\$250/\$127) per par. 9150-C1e(8); lodging expense reimbursement is not authorized when staying with friends and relatives.		
The member is advised upon reporting to aggressively seek permanent Qtrs/housing, and register with and keep the OCONUS TLA Authority informed of progress in obtaining permanent Qtrs/housing at least every 10 days (par. 9150-C).		
The member requests M&IE of the locality per diem rate for 9 days of TLA, \$1,143. The member and dependent moved into the same permanent Qtrs on Day 11.		
TLA COMPUTATION		
<i>This example is for travel performed by common carrier or transportation-in-kind</i>		
PCS M&IE paid (par. 5030) =		\$222.25
TLA paid for 10 days of TLA (par. 9185-A3)	\$1,143.00 =	\$1,143.00
<i>When computing the first day, pay the PCS M&IE based on the OCONUS PDS location and lodging under the TLA program</i>		
DAY 1		
PCS travel day M&IE		
Member	\$127 (Full Rate)	\$127.00
Spouse	\$127 x 75% =	\$95.25
TOTAL		\$222.25
TLA (lodging only if applicable)		
Member and spouse	No lodging reimbursement. Stayed with friends and relatives	
DAYS 2 – 10		
Step 1	M&IE (\$127 x 100%) = \$127 x 9 days =	\$127.00 \$1,143.00
Step 2	Lodging cost expenses are not authorized. Stayed with friends and relatives.	
Step 3	Add M&IE, no lodging cost =	\$1,143.00

CHAPTER 9: STATION ALLOWANCES
***(OCONUS COLA AND TLA)**

PART C: TEMPORARY LODGING ALLOWANCE (TLA)

SECTION 7: TLA SPECIAL

MEMBERS ONLY

9195 TLA SPECIAL

TLA Special requests for a higher lodging percentage factor under special/unusual circumstances may be authorized, only in advance of the dates required, by a determination issued by the PDTATAC, Chief.

A. General. The percentage factors (65%, 100%, 35%, and 25%) authorized in par. 9185-E generally are adequate for TLA reimbursement given that TLA is not intended to cover 100% of the costs. However, these percentages, when applied to the locality per diem rate lodging ceiling, may be insufficient for a particular time period because lodging costs are anticipated to escalate due to a forthcoming special event. Examples of one-time special events that may warrant a TLA Special include:

1. Missile launch,
2. Summit meeting,
3. Strikes,
4. World's Fairs,
5. Conventions,
- *6. National or natural disaster (including the disaster aftermath) or
7. Other similar events.

TLA's purpose is to partially reimburse a member for the more than normal expenses incurred while occupying temporary lodgings and is not intended, and must not be allowed to be used, for a member's personal enrichment.

B. Requirements. *Commands must send requests before the fact (i.e., before the days on which the higher rate is needed)* and must include the event dates (the dates for which a TLA Special is required), hotel prices before and anticipated during the event stated in U.S. currency from at least 5 to 7 different hotels located in the affected area, the number of authorized travelers and dependents' ages, locations affected, recommended lodging amount(s), and documentation indicating the forthcoming special event occurrence ([*47 Comp. Gen. 127 \(1967\)](#) & [*B-161396, May 3, 1976](#)).

C. Submission Process. Three submission options are available to member's command to request TLA Special authority in advance of the requested dates.

1. Email: From the command by email to dodhra.mc-alex.dtmo.mbx.pdtatac-staff@mail.mil

2. Mail:

Per Diem, Travel and Transportation Allowance Committee
ATTN: Policy & Regulations Branch
4800 Mark Center Drive
Suite 04J25-01
Alexandria, VA 22350-9000 or,

3. FAX: From the command to (571) 372-1301.

D. Limitations. TLA Special cannot be approved after the days on which the higher TLA rate is needed have passed regardless of the circumstances. ***No action is taken on a TLA Special request received after the dates for which the TLA Special rate is needed.***

1. A member who retires/separates, stays in the PDS area, and then moves at a later date is not eligible for TLA Special. See par. 9150, ***NOTE 1***.

2. TLA Special is not paid on behalf of a member who is in a TDY per diem status at the OCONUS home port awaiting arrival of the ship to which assigned. See par. 9160-C2. TLA Special may be authorized for the accompanying dependents if authorized by the PDTATAC Chief.

3. TLA Special is terminated the day after the date a member voluntary refuses adequate Gov't Qtrs for personal convenience or reasons (e.g., building or purchasing a home).

E. TLA Examples. The percentages (see par. 9185-E, Step 1) for the M&IE portion of TLA remain at the locality per diem level in all the examples.

NOTE: *Locality per diem rates used in the examples may not be the rates currently in effect and are for illustration purposes only.*

TLA SPECIAL EXAMPLE 1

A member, spouse, and 2 children under age 12 are due to arrive and occupy temporary lodging that does not contain facilities for preparing and consuming meals. The family occupies temporary lodging 1-20 September before moving into a permanent dwelling 21 September. The room rates are anticipated to escalate for some part (or all) of the family's anticipated TLA period due to a national convention.

The lodging expense is \$650 per night for 1-5 September and \$300 per night for 6-20 September. The locality per diem rate is \$269 (\$186/ \$83).

PDTATAC was advised by the command BEFORE the TLA expenses were encountered about the lodging cost increase.

TLA SPECIAL COMPUTATION FOR 1-5 SEPTEMBER	
<i>PDTATAC issued a determination that the lodging factor would be 150% for one person and 75% for each additional dependent for 25 August – 5 September.</i>	
1. Determine maximum rates (given percent x locality rate). M&IE (150% is the 'normal' summary percentage for the four people) Lodging (this is 150% + 75% + 75% + 75%)	150% x \$83 = \$124.50 375% x \$186 = \$697.50
2. Compare the actual daily lodging cost (including lodging tax) to the Step 1 maximum lodging rate. Use the lesser amount, \$650 vs. \$697.50.	\$650.00
3. Add the Step 1 M&IE to the selected Step 2 lodging amount, \$124.50 + \$650 = \$774.50. Pay \$774.50/day.	\$774.50/day x 5 days = \$3,872.50
TLA SPECIAL COMPUTATION FOR 6-20 SEPTEMBER	
1. Determine the maximum rates (given percent x locality rate). M&IE Lodging	150% x \$83 = \$124.50 150% x \$186 = \$279.00
2. Compare the actual daily lodging cost (including lodging tax) to the Step 1 maximum lodging rate. Use the lesser amount of \$300 vs. \$279.	\$279.00
3. Add the Step 1 M&IE to the selected Step 2 lodging amount, \$124.50 + \$279.00 = \$403.50. Pay \$403.50/day.	\$403.50/day x 15 days = \$6,052.50

TLA SPECIAL EXAMPLE 2

A member with 3 dependents (spouse, 2 children (1 under and above 12)) asks the receiving command to request TLA Special for 5 days because the lodging rate has increased beyond the locality lodging per diem rate due to an international sporting event. The member uses 2 temporary commercial lodging rooms to accommodate the family size.

The commercial lodging rate is \$200/night (including tax) for each room which does not contain facilities for preparing and consuming meals. The locality [per diem rate](#) is \$269 (\$186/ \$83).

PDTATAC was advised by the command BEFORE the TLA expenses were encountered about the lodging cost increase.

TLA SPECIAL COMPUTATION WHEN MULTIPLE ROOMS ARE USED	
<i>PDTATAC issued a determination that the lodging factor would be 150% for one person and 75% for each additional dependent.</i>	
1. Determine maximum rates (given percent x locality rate). M&IE Lodging	160% x \$83 = \$132.80 375% x \$186 = \$622.5
2. Compare the actual daily lodging cost (including lodging tax) to the Step 1 maximum lodging rate. Use the lesser amount of \$400 vs. \$622.50.	\$400
3. Add Step M&IE to selected Step 2 lodging amount, \$132.80 + 400 = \$532.80. Pay \$532.80/day.	\$532.80/day x 5 days = \$2,664

TLA SPECIAL EXAMPLE 3

A member married to member couple, each under a PCS order to the same OCONUS PDS, asks the receiving command(s) to request TLA Special for 5 days because the lodging rate has increased beyond the locality lodging per diem rate due to a national holiday. The members shared temporary commercial lodging facilities.

The commercial lodging rate is \$200/night (including tax) which does not contain facilities for preparing and consuming meals. Each member's lodging cost is \$100, half the room rate. The locality [per diem rate](#) is \$180 (\$125/ \$55).

PDTATAC was advised by the command BEFORE the TLA expenses were encountered about the lodging cost increase.

TLA SPECIAL COMPUTATION FOR A MEMBER MARRIED TO MEMBER COUPLE W/O DEPENDENTS SHARING TEMPORARY LODGING FACILITIES		
<i>PDTATAC issued a determination that TLA Special is not authorized for 100% of temporary lodging rate of \$100 because a member w/o dependent is limited to 65% of the lodging.</i>		
	MEMBER 1	MEMBER 2
1. Determine maximum rates (given percent x locality rate). M&IE Lodging	65% x \$55 = \$35.75 65% x \$100 = \$65	65% x \$55 = \$35.75 65% x \$100 = \$65
2. Compare the actual daily lodging cost (including lodging tax) to the Step 1 maximum lodging rate. Use the lesser amount for each member of \$65 vs. \$100.	\$65	\$65
3. Add the Step 1 M&IE to the selected Step 2 lodging amount, \$35.75 + \$65 = \$100.75. Pay \$100.75/day.	\$100.75/day x 5 days = \$503.75	\$100.75/day x 5 days = \$503.75

TLA SPECIAL EXAMPLE 4

A member without dependents departing the OCONUS PDS asks the receiving command to request TLA Special for five days because lodging rates are expected to increase beyond the locality lodging per diem rate due to a national holiday.

The temporary commercial lodging rate is \$225/night (including tax) which does not contain facilities for preparing and consuming meals. The locality [per diem rate](#) is \$270 (\$195/\$75).

PDTATAC was advised by the command BEFORE the TLA expenses were encountered about the lodging cost increase.

TLA Special lodging per diem reimbursement is limited to \$146.25/night for five days based on 65% of the temporary ceiling lodging rate of \$225.

TLA SPECIAL COMPUTATION FOR A MEMBER W/O DEPENDENT	
<i>PDTATAC issued a determination that TLA Special is not authorized for 100% of temporary lodging rate of \$177 because a member w/o dependent is limited to 65% of the lodging.</i>	
1. Determine maximum rates (given percent x locality rate). M&IE Lodging	65% x \$75 = \$48.75 65% x \$225 = \$146.25
2. Compare the actual daily lodging cost (including lodging tax) to the Step 1 maximum lodging rate. Use the lesser amount of \$225 vs. \$146.25.	\$146.25
3. Add the Step 1 M&IE to the selected Step 2 lodging amount, \$48.75 + \$146.25 = \$195. Pay \$195/day.	\$195/day x 5 days = \$975

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CHAPTER 9: STATION ALLOWANCES
***(OCONUS COLA AND TLA)**

PART D: MISCELLANEOUS CONDITIONS AFFECTING ALLOWANCE PAYMENTS

MEMBERS ONLY

9200 MEMBER ASSIGNED TO SHIPS OR FLEET UNITS

A. Delayed Travel. Secretarial authorization/approval of housing allowance continuation for delayed dependents' travel from an OCONUS PDS under par. 10412 also authorizes COLA continuation for the same time period without separate action. TLA for dependents may be authorized/approved IAW par. 9170. *Par. 9220 applies whether the member's new PDS is in CONUS or OCONUS.*

B. Member Assigned to Duty Aboard a Two Crew Submarine (SSBN). The ship's home port is the member's PDS for station allowances.

1. When a Member Reports to the Home Port before Reporting on Board. When a member is assigned to a two crew nuclear submarine (SSBN) and reports to the ship's home port before reporting aboard because the ship is deployed, the member is authorized station allowances IAW pars. 2255-C and 4090-Q (*[57 Comp. Gen. 178 \(1977\)](#)).

2. Member without Dependents Ordered to TDY at Home Port. Par. 9200-B2 applies only to COLA (*[53 Comp. Gen. 535 \(1974\)](#)). COLA is authorized for a member without dependents assigned to a two crew nuclear submarine (SSBN) after reporting on board, while the member is performing TDY ashore, for training and rehabilitation for periods of more than 15 days at the ship's OCONUS home port.

C. Fractional COLA for Member without Dependents. A member without dependents assigned to duty aboard a ship or other fleet unit having an assigned OCONUS home port, is authorized a fractional COLA as prescribed in par. 9125, when the member is not in a travel status but whose duty requires the member to be absent from the PDS during one or more meals (*[54 Comp. Gen. 333 \(1974/B-180066\)](#)).

9205 MEMBER SERVING AN UNACCOMPANIED TOUR OR ON UNUSUALLY ARDUOUS SEA DUTY

A. General. A member with dependents is authorized station allowances at the with-dependents rate based on the dependents' OCONUS location when the dependents relocate ICW the PCS, or based on the old PDS when they do not relocate, if authorized/approved by the same level of Secretarial approval as required for approval of their travel. Station allowances payment for the dependents' location begins on the day dependents arrive at that location.

1. Unaccompanied Tour. A member with dependents serving an unaccompanied tour who leaves dependents at the current location or moves them under the conditions in:

a. Par. 5114-D2 to a designated place in a non-foreign OCONUS area, or

b. Par 5114-D3 to an OCONUS location at which the PCS order states the member is scheduled to serve an accompanied tour immediately after completing the unaccompanied tour, and

2. Dependent Restricted Tour/Unusually Arduous Sea Duty. A member with dependents, assigned to a dependent restricted tour or unusually arduous sea duty, who moves dependents under:

a. Par. 5116-A2 to a designated place in a non-foreign OCONUS area, or

b. Par. 5116-A3 to an OCONUS location at which the PCS order states the member is scheduled to serve an accompanied tour immediately after completing the unusually arduous sea tour, or

c. Par. 5116-A4 to an OCONUS location justified under unusual conditions or circumstances.

B. Member Serves an Unaccompanied Tour/on Unusually Arduous Sea Duty at the First PDS. When a member serves an unaccompanied tour/on unusually arduous sea duty at the first PDS, station allowances are authorized for the dependents location if the dependents are approved to reside there through the Secretarial Process (par. 5116-A).

C. Reassignment from an Unaccompanied Tour/Unusually Arduous Sea Duty to Another Unaccompanied Tour/Unusually Arduous Sea Duty

1. Dependents Continue to Remain at the Member's Prior OCONUS PDS or Previously Designated Place. A member transferred between unaccompanied tours and/or unusually arduous sea duty assignments, with dependents who do not move and are authorized station allowances, continues to be authorized station allowances during the second tour.

2. Dependents Move from Member's Prior PDS to a Designated Place or from a Designated Place to Another Designated Place. If dependents choose to relocate ICW a member's transfer between consecutive unaccompanied tours/unusually arduous sea duty PCS assignments, station allowances are authorized for the new designated place under the same conditions and approval authorities as listed in par. 9205-C.

D. Member's PDS Declared an Unaccompanied Tour Area. When dependents are residing at/in the member's PDS vicinity (home port for unusually arduous sea duty) at the time the PDS is declared to be an area in which dependents may not reside, station allowances are authorized under par. 9205-C if the dependents move to a designated place, or under par. 9215 if their initial move from the PDS was under evacuation conditions.

E. Entry Permission Withdrawn while Dependents Are en Route. If dependents are en route to a member's OCONUS PDS, or to a designated place to which transportation at Gov't expense has been authorized, and the new PDS (home port for unusually arduous sea duty) is declared an unaccompanied tour area or a further PCS order or order amendment is issued assigning the member to another unaccompanied tour area/unusually arduous sea duty assignment, station allowances are authorized based on the place to which dependents are diverted, starting on the dependents' arrival date there and stopping on their departure date. A statement from the member's commanding officer, or an officer designated by the commanding officer for that purpose, should support that the dependents were notified that permission to complete their travel had been withdrawn and that the dependents were directed to proceed to a specified place to await further instructions.

F. Subsequent Reassignment to an Accompanied Tour Area. Upon subsequent PCS to an accompanied tour area PDS to which transportation of dependents is authorized (par. 5116-D), COLA and TLA under par. 9205 terminates as provided in par. 9105-B.

G. Payment of Allowances to Member at Unaccompanied Tour/Unusually Arduous Sea Duty Station. During the period a member is authorized station allowances for dependents under par. 9205, the member is also authorized COLA, and TLA, if any, prescribed for a member without dependents at the new PDS.

H. Dependents Relocate from a Designated Place at Personal Expense. If dependents relocate from a designated place (App A1) at personal expense, stop station allowances based on the old location the day before the dependents departed. *Station allowances are not authorized at another OCONUS location to which the dependents relocate at personal expense since this location is not a designated place.*

9210 STATION ALLOWANCES WHEN MEMBER MARRIED TO MEMBER COUPLE

A. When Separate Households are Maintained. When a member married to member couple maintain separate households at/in the vicinity of their OCONUS PDS or PDSs, each is individually authorized station allowances as a member with or without dependents, as applicable, based on whether the member concerned has a dependent at or in the vicinity of the OCONUS PDS.

B. COLA when a Joint Household Is Maintained. When both spouses are members and a joint household is maintained at/in the vicinity of their OCONUS PDS(s), only one member is authorized to receive COLA at a rate based on the number of dependent(s) present, if any. The other member is authorized to receive COLA at the 0-dependent rate. For COLA for member married to member E-5 and below serving on sea duty, par. 9115-B9. *In no case is a spouse, who also is a member on active duty, a dependent for allowance purposes.*

9215 COLA INCIDENT TO EVACUATION OF THE MEMBER'S PDS

NOTE: *TLA is not payable incident to an evacuation.*

A. A Member with Command Sponsored Dependents

1. Cost of Living Allowance. COLA at the with dependents rate is terminated (Par. 9105-B) effective on the dependents' departure date incident to the evacuation. Thereafter, until return of the dependents to the member's PDS, the member is without dependents for COLA.
2. COLA at Designated Place. A member is authorized COLA at the with dependents rate for the designated place location beginning the day after per diem terminates (Par. 9105-B) when dependents are evacuated from OCONUS or CONUS and they reside at an authorized/approved OCONUS designated place.

B. A Member with Non Command Sponsored Dependents. Station allowances are not payable for non-command sponsored dependents.

9220 STATION ALLOWANCES WHEN DEPENDENTS TRAVEL BEFORE (IN ADVANCE OF) OR AFTER (DELAYED) THE MEMBER TRAVELS OR FOR OTHER CIRCUMSTANCES

A. Advance Travel. When dependents are command sponsored and authorized to travel before the member and arrive at the new OCONUS PDS before the member, Secretarial (by either the Secretary Concerned or the Secretarial Process at Service discretion) authorization/approval of housing allowance changes based on the advance arrival at the OCONUS PDS can be made under par. 10412. If advance travel of dependents has been authorized/approved by the selected process, COLA payment is also authorized/approved, without separate action based on the number of dependents at the new PDS. TLA for dependents may be authorized/approved under the same conditions for initial assignment under par. 9160.

B. Delayed Travel. When dependents are authorized (or required) to travel after the member and arrive at the new OCONUS PDS after the member, Secretarial (by either the Secretary Concerned or the Secretarial Process at Service discretion) authorization/approval of housing allowance continuation based on delayed dependents' travel from an (the old) OCONUS PDS under par. 10412 also authorizes continuation of COLA for the same time period without separate action. TLA for dependents may be authorized/approved IAW par. 9170. *Par. 9220 applies whether the member's new PDS is in CONUS or OCONUS.*

C. Deferred Travel. When dependent travel to the new OCONUS PDS is deferred pending housing availability, COLA at the old OCONUS PDS or designated place continues until the dependents depart or for 60 days after dependent travel to the new PDS is authorized. The Secretarial Process may extend the 60 day period (see par. 10406). TLA for dependents may be authorized/approved IAW par. 9170.

D. Other Circumstances. When there is a Secretarial (by either the Secretary Concerned or the Secretarial Process at Service discretion) authorization/approval of housing allowance continuation under par. 10402 (e.g., PME, training or member's pending retirement), COLA continuation is authorized for the same time period without separate action. TLA for dependents may be authorized/approved IAW par. 9170. *Par. 9220 applies whether the member's new PDS is in CONUS or OCONUS.*

E. Assigned to Gov't Qtrs. When dependents are assigned to Gov't Qtrs ICW advance arrival at a member's OCONUS PDS, during delayed departure from a member's OCONUS PDS, or other circumstances in par. 9220-D, a Secretarial decision (by either the Secretary Concerned or the Secretarial Process at Service discretion) to pay/continue station allowances payment is made at the same approval level as designated for housing allowance approvals. When dependents are residing in Gov't Qtrs, no specific housing allowance authorization/approval is required since a housing allowance in such case is not authorized.

NOTE 1: Prior to a change to [*37 USC §475](#) authorized by the FY06 NDAA, station allowances for a member's dependents located at an OCONUS location could be authorized only for a member assigned at an OCONUS PDS. The FY06 NDAA changed [*37 USC §475](#) by adding a new section (e) titled "Payment of allowances based on overseas location of dependents." The new section permits Secretarial authorization/approval for station allowances payment based on dependents' OCONUS location, even if the member is assigned inside CONUS.

NOTE 2: A member may be authorized dual COLA at the with dependent rate based on the dependent's location and the without dependent rate at the member's PDS if dependents are command sponsored and authorized/ approved for advance or delayed travel or other circumstances in par. 9220-D thru the Secretarial (by either the Secretary Concerned or the Secretarial Process at Service discretion) process pars. 9105-A, 9130-A, 9205-G, 10402-B, 10412-B and 10412-C).

9225 STATION ALLOWANCES FOR FOREIGN BORN DEPENDENTS EARLY RETURNED

A member, whose foreign born dependents are authorized early return travel to the native country under par. 5096, is authorized station allowances at the with dependents rate based on the dependents' OCONUS location. Station allowances payment on behalf of the dependents' location begins on the day dependents arrive at that location. [DoDI 1315.18](#), Procedures for Military Personnel Assignments, par. E4.7.

9230 PCS AS OBSERVER TO A UN PEACEKEEPING ORGANIZATION

A. Authorized Allowances. A member assigned PCS as an observer to a UN peacekeeping organization, who receives a UN mission subsistence allowance (mission per diem), is also authorized station allowances under this Chapter.

B. Maximum Allowances. The station allowances amount, when added to the UN mission subsistence allowance, cannot exceed the station allowance of a member permanently assigned to other than a UN Peacekeeping Organization in the same area.

C. UN Mission Per Diem Reduction Not Authorized. This par. does **not** authorize a reduction in the UN mission subsistence allowance.

D. Other Paragraphs. Also see par. 10034 for housing allowances. For a member assigned TDY as an observer to any UN Peacekeeping Organizations, see par. 7640.