

PERMANENT CHANGE OF STATION / RELOCATION ALLOWANCES FOR DOD CIVILIANS AND UNIFORMED MEMBERS

ALLOWANCE	CIVILIAN	UNIFORMED SERVICE MEMBER
<p>1. HOUSE HUNTING TRIP (HHT) PRIOR TO MOVE</p> <p>(Allowed between PDSS located within CONUS and between PDSS in CONUS and non-foreign OCONUS areas)</p> <p>(UNIFORMED (UNI): None)</p> <p>(CIVILIAN (CIV): 5 USC §5724a(b))</p>	<p>Transportation expenses and per diem for the employee & spouse is authorized for up to 10 days. Locality per diem rates apply to travel on house hunting trips.</p> <p>DOD components may pay a single amount (Fixed amount) to cover the cost of meals, incidentals and lodging instead of per diem under lodgings-plus system. The single amount is:</p> <p>(a) when employee and spouse both travel, the applicable locality rate multiplied by 6.25, or</p> <p>(b) when only one of them travels, the applicable locality rate is multiplied by 5.</p>	<p>Transportation or per diem allowances are not authorized for this permissive travel.</p>
<p>2. TEMPORARY LODGING EXPENSE</p> <p><i>Civilian employees</i></p> <p>Temporary Quarters Subsistence Expense Allowance (TQSE)</p> <p>(CIV: 5 USC §5724a(c))</p> <p><i>Uniformed members</i></p> <p>Temporary Lodging Expenses Allowance (TLE)</p> <p>(UNI: 37 USC §404a)</p>	<p>TQSE may be authorized up to a maximum of 120 days' expenses when the new PDS is in CONUS or in a non-foreign OCONUS location.</p> <p>The rate within CONUS for the first 30 days is the Standard CONUS per diem rate.</p> <p>Maximum of \$99/day for the employee, \$74.25 for each dependent age 12 or older, \$49.50 for each dependent under age 12)</p> <p>Rates in a non-foreign OCONUS location is based on the PDS per diem rates.</p> <p>DOD components may pay a fixed amount up to 30 days in temporary quarters; rather than reimbursement for actual subsistence expenses up to amounts shown above.</p> <p>The fixed amount for the employee is determined by multiplying the number of days authorized by .75 times the locality per diem rate for the new PDS.</p> <p>For each family member multiply the same number of days by .25 times the same per diem rate.</p>	<p>TLE may be authorized up to 5 or 10 days lodging and subsistence expenses in CONUS depending on the new PDS assignment.</p> <p>5 'TLE' days if the new PDS is OCONUS, 10 days if the new PDS is in CONUS.</p> <p>Allowed up to \$180 per day per family</p> <p>10 days for a member reporting to the first PDS in CONUS from the HOR or technical school.</p> <p>Note: TLE cannot exceed 10 days except that as indicated in JFTR, par. U5710-4, (effective for TLE incurred during the period beginning 27 Feb 2006 and ending 31 Dec 2008) reimbursement is limited to 20 days for a PCS to a CONUS PDS for which the Secretary of Defense has prescribed a temporary housing allowance increase under 37 USC §403(h)(7)(A) due to:</p> <p>a. a major disaster (PDS must be located in a Presidentially-declared disaster area), or</p> <p>b. the PDS is experiencing a sudden increase in number of members assigned.</p> <p>See par. U5710 for locations at which TLE reimbursement has been temporarily increased to 20 days.</p>

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<p>3. MISCELLANEOUS EXPENSE ALLOWANCE (MEA) FOR CIVILIANS</p>	<p>An employee with no dependent(s) receives a \$500 flat amount or, if expenses are itemized, an amount up to 1 week's basic compensation</p> <p>An employee with dependent(s) receives a \$1,000 flat amount or, if expenses are itemized, an amount up to 2 week's basic compensation</p>	<p>DLA at the with- or without-dependents rate is paid in connection with actual PCS travel. DLA amounts vary by rank and dependency status.</p> <p>DLA is not authorized for the last PCS (separation or retirement); the first PCS unless the dependents move; and for a member without dependents assigned to government quarters.</p> <p>Partial DLA must be paid to a member who is ordered to occupy/vacate Government family-type quarters under specific circumstances.</p>
<p>DISLOCATION ALLOWANCE (DLA) FOR UNIFORMED MEMBERS</p> <p>(Covers miscellaneous relocating expenses)</p> <p>(CIV: 5 USC §5724a(f))</p> <p>(UNI: 37 USC §407)</p>	<p>An employee-married-to-employee couple with no dependent(s) receives MEA under specific situations.</p> <p>The maximum MEA authorized must not exceed the highest basic salary for a GS-13.</p>	<p>Reimbursement of real estate expenses is not authorized by law for uniformed members.</p> <p>However, the Homeowner's Assistance Program (HAP), a special relief program available to civilian and military personnel; sponsored by the U.S. Army Corps of Engineers may provide some financial assistance to eligible personnel in connection with base closures.</p>
<p>4. REAL ESTATE EXPENSES</p> <p>(UNI: None)</p> <p>(CIV: 5 USC §5724a(d)(1) - (7))</p>	<p>Reimbursement is limited to a maximum of 10% on sale price and 5% on purchase price.</p> <p>(Allowed when old and new PDS are in U.S. or a non-foreign OCONUS area & when return from a foreign PDS is not to same U.S. or non-foreign OCONUS PDS.)</p>	<p>Reimbursement of real estate expenses is not authorized by law for uniformed members.</p> <p>However, the Homeowner's Assistance Program (HAP), a special relief program available to civilian and military personnel; sponsored by the U.S. Army Corps of Engineers may provide some financial assistance to eligible personnel in connection with base closures.</p>
<p>5. RELOCATION SERVICES</p> <p>(Government contractor buys the employee's residence & assists with finding residence at new PDS)</p> <p>(UNI: None)</p> <p>(CIV: 5 USC §5724c)</p>	<p>Contractor purchases employee's residence (limited to house value of \$750,000 (Eff 6-30-05), which may be waived) & assists with purchasing residence at new PDS.</p> <p>(Applies in cases where real estate allowances would be authorized, except as limited by each Service.)</p>	<p>Reimbursement of relocation services expenses is not authorized by law for uniformed members.</p> <p>However, the Homeowner's Assistance Program (HAP), a special relief program available to civilian and military personnel; sponsored by the U.S. Army Corps of Engineers may provide some financial assistance to eligible personnel in connection with base closures.</p>

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<p>6. PROPERTY MANAGEMENT SERVICES</p> <p>(UNI: None)</p> <p>(CIV: 5 USC §§5724a(d)(8) and (e))</p>	<p>Property management services are allowed when an:</p> <p>(1) employee is transferred from the U.S. or a non-foreign OCONUS area to a foreign area, and</p> <p>(2) an employee returns to a different PDS than the one from which transferred to the foreign area, or</p> <p>(3) employee transfers within the U.S. (including to/from/between non-foreign areas) and property management services are authorized in lieu of real estate allowances.</p>	<p>Reimbursement of property management service expenses are not authorized by law for uniformed members.</p> <p>However, the Homeowner's Assistance Program (HAP), a special relief program available to civilian and military personnel; sponsored by the U.S. Army Corps of Engineers may provide some financial assistance to eligible personnel in connection with base closures.</p>
<p>7. HOME MARKETING INCENTIVE PROGRAM</p> <p>(UNI: None)</p> <p>(CIV: 5 USC §5756)</p>	<p>This program allows a home marketing incentive to an employee who uses the home sale program, and independently and aggressively markets and finds a buyer for the residence.</p> <p>The amount of the incentive may not exceed the lesser of 1 to 5% of the residence purchase price, \$10,000 or 1/2 of the savings realized from the reduced fee paid to the relocation services company as a result of the employee finding a buyer.</p>	<p>Reimbursement of home marketing incentive program is not authorized by law for uniformed members.</p> <p>However, the Homeowner's Assistance Program (HAP), a special relief program available to civilian and military personnel; sponsored by the U.S. Army Corps of Engineers may provide some financial assistance to eligible personnel in connection with base closures.</p>
<p>8. PER DIEM FOR PCS TRAVEL</p> <p>(Per diem rates & criteria set by regulations)</p> <p>(UNI: 37 USC §404)</p> <p>(CIV: 5 USC §5724a(a))</p>	<p>Within CONUS for travel by POC or commercial means up to the Standard CONUS rate (\$99.00 as of 10/1/2005)) set by the General Services Administration (under lodgings plus) for employee, 3/4 of the employee's rate for the spouse & each dependent age 12 or older, and 1/2 of the employee's rate for each dependent under age 12. Per diem locality rates apply outside CONUS with the same fractional amounts for dependents.</p>	<p>For travel by POC, per diem for the member is at the Standard CONUS rate (\$99.00 as of 10/1/2005). Per diem for the member when travel is by commercial means is computed under 'Lodgings-plus' at the rate for the new PDS or the rate for the delay point if the member stops overnight. Per diem for the dependents is 3/4 of the member's applicable rate for each dependent age 12 or older and 1/2 of the member's rate for each dependent under age 12.</p>
<p>9. TRAVEL BY PRIVATELY OWNED CONVEYANCE (PCS)</p> <p>(Mileage rates set by regulations)</p> <p>(UNI: 37 USC §404(d))</p> <p>(CIV: 5 USC §5724(a)(1))</p>	<p>15 cents per mile for 1 occupant (These rates became effective 1 Oct 82)</p> <p>17 cents per mile for 2 occupants</p> <p>19 cents per mile for 3 occupants</p> <p>20 cents per mile for 4 or more occupants.</p>	<p>15 cents per mile for 1 occupant</p> <p>17 cents per mile for 2 occupants</p> <p>19 cents per mile for 3 occupants</p> <p>20 cents per mile for 4 or more occupants.</p>

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10. DEPENDENT TRAVEL WITHIN CONUS BY OTHER THAN POC (UNI: 37 USC §406(a)) (CIV: 5 USC §5724(a)(1))	Within CONUS dependents may be authorized to travel by commercial means (air, rail, bus) unless they elect to travel by POC, from the old PDS to the new PDS.	Within CONUS dependents may be authorized to travel by commercial means (air, rail, bus), unless they elect to travel by POC, from the old PDS to the new PDS.
11. HHG TRANSPORTATION (UNI: 37 USC §406) (CIV: 5 USC §5724(a)(2))	All employees 18,000 pounds with administrative limitations possible if sent OCONUS.	Authorized up to 18,000 pounds, but varies by grade & whether with or without dependents. Range: 5,000 pounds (E-1) to 18,000 pounds (O-6 or above) with administrative limitations possible if sent OCONUS.
12. MOBILE HOME TRANSPORTATION (Transportation of a Mobile Home is in lieu of HHG transportation and is authorized only within CONUS, within Alaska, & between CONUS & Alaska) (UNI: 37 USC §409) (CIV: 5 USC §5724(b))	When moved by a commercial transporter, reimbursement includes carrier charges, road fares & tolls, permits & charges for pilot car. If towed by POC, reimbursement is 11 cents per mile. Mobile home may be transported by GBL. Reimbursement is limited to what it would have cost the Government to transport employee's maximum HHG weight allowance.	When moved by a commercial transporter, reimbursement includes carrier charges, road fares & tolls, permits & charges for pilot car. If towed by POC, reimbursement is for actual costs. For self propelled mobile home, reimbursement is at 48.5 cents per mile. Mobile home may be transported by GBL. Reimbursement is limited to what it would have cost the Government to transport member's maximum HHG weight allowance.
13. NONTEMPORARY STORAGE (CONUS) (UNI: 37 USC §406(d)) (CIV: 5 USC §5726(c))	Only when transferred to an isolated PDS.	At the member's option, with weight & shipment caveat subject to the Transportation Office approval per JFTR, par. US380 authority.
14. TRANSPORTATION OF PRIVATELY OWNED VEHICLES (POV) (CONUS) (UNI: 10 USC §2634, 37 USC §406) (CIV: 5 USC § 5727(c))	DoD component may authorize/ approve the transportation of one or more POVs incident to a PCS within CONUS or travel to a first PDS within CONUS when advantageous and cost effective to the Government.	Uniformed Service may authorize/approve the transportation of one POV incident to a PCS within CONUS or travel to a first PDS within CONUS when: (1) advantageous and cost effective to the Government, or (2) member medically unable to drive or does not have the time to drive, or (3) a military unit homeport change, and (4) under JFTR, par. US417 authority.

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<p>15. TRANSPORTATION OF PRIVATELY OWNED VEHICLE (POV) (OCONUS)</p> <p>(UNI: 10 USC §2634, 37 USC §406(h))</p> <p>(CIV: 5 USC §5727)</p>	<p>Transportation may be authorized for one POV for a PCS to an OCONUS PDS, between OCONUS PDSs and upon return to CONUS or a non-foreign OCONUS area.</p> <p>Shipment may be authorized for a non-emergency replacement POV (one every 4 years) and an emergency POV when approved by the DOD component.</p>	<p>Transportation may be authorized for one POV incident to a PCS to an OCONUS PDS, between OCONUS PDSs and upon return to CONUS.</p> <p>Shipment may also be authorized for a replacement POV during any 4-year period.</p>
<p>16. TAX REIMBURSEMENT</p> <p>(UNI: None)</p> <p>(CIV: 5 USC §5724b)</p>	<p>Reimbursement for nearly all additional taxes incurred as result of PCS.</p>	<p>Not authorized in law.</p> <p>Additional tax rarely incurred.</p>
<p>17. UNIFORMED: TEMPORARY LODGING EXPENSE (TLE) & TEMPORARY LODGING ALLOWANCE (TLA)</p> <p>(+ Alaska & Hawaii)</p> <p>CIVILIAN: FOREIGN TRANSFER ALLOWANCE (FTA(SE)) & TEMPORARY QUARTERS SUBSISTENCE ALLOWANCE (TQSA)</p> <p>(UNI: TLE 37 USC §404a TLA 37 USC §405)</p> <p>(CIV: FTA(SE) 5 USC §5924(2) TQSA 5 USC §5923(a))</p>	<p>FTA(SE) Maximum 10 days per diem prior to departure from the U.S., Puerto Rico, Northern Mariana Islands, plus (TQSA) maximum 90 days expenses after arrival at and 30 days prior to departure from foreign area.</p> <p>TQSA is paid based on the lodging location.</p> <p>The 90- and 30-day periods may be extended up to but not more than an additional 60 days in each case if continued occupancy of temporary quarters is required for compelling reasons beyond the employee's control.</p>	<p>TLE maximum 5 days expenses (max \$180/day/family) prior to CONUS departure, plus TLA normally limited to 60 days lodging & meals after arrival.</p> <p>TLA is usually limited to 10 days prior to OCONUS departure.</p> <p>Extended Overseas TLA for continued occupancy of temporary quarters when necessary.</p>
<p>18. DEPENDENT TRAVEL OUTSIDE CONUS</p> <p>(UN I: 37 USC §404)</p> <p>(CIV: 5 USC §5724(a)(1))</p>	<p>Government or commercial air travel to a new PDS outside CONUS is authorized.</p>	<p>Government or commercial air travel to a new PDS outside CONUS is authorized.</p>
<p>19. HHG TRANSPORTATION OUTSIDE CONUS</p> <p>(Furnishings provided)</p> <p>(Weight limitation set by regulations)</p>	<p>All employees are authorized 4,500 pounds, plus non-available furniture items, unaccompanied baggage and PBP&E.</p> <p>The 4,500 pounds may be increased under certain circumstances.</p>	<p>2,500 pounds or 25 percent of HHG weight allowance, plus unaccompanied baggage, non-available furniture items, PBP&E and medical equipment.</p> <p>The Secretarial Process may authorize an increase above 2,500 pounds.</p>

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20. NONTEMPORARY STORAGE OUTSIDE CONUS (UNI: 37 USC §406(d)) (CIV: 5 USC§5726(b))	May be authorized for tour length if HHG cannot be used.	At the member's option, with weight and shipment caveats.
21. POV STORAGE (UNI: 10 USC §2634) (CIV: None)	Not authorized in law.	A member is authorized storage of a POV when: (a) ordered to an OCONUS PDS to which a POV isn't permitted to be transported, or (b) sent TDY on a contingency operation, for more than 30 days.
22. WAIVE LIMITATION ON PCS RELOCATION ALLOWANCES (UNI: None) (CIV: 5 USC §5738)	DoD component may waive any limitations on PCS allowances for an employee relocating to or from a remote or isolated location who otherwise would suffer a hardship.	Not authorized in law.
23. TEMPORARY CHANGE OF STATION (TCS) - LIMITED RELOCATION ALLOWANCES FOR EXTENDED TDY (UNI: None) (CIV: 5 USC §5737)	Limited relocation allowances instead of TDY per diem for an extended TDY (6 to 30 months). When a TCS is authorized, the employee is authorized travel and transportation (including per diem) of dependents, HHG transportation, shipment of POV, relocation income tax allowance, and miscellaneous expense allowance. May be authorized HHT, TQSE, property management services and NTS for HHG.	Not authorized in law. No tax implication on uniformed personnel.
24. ELIGIBILITY TO USE SERVICES	An employee has 2 years in which to complete use of the allowances. This 2-year requirement is in statute and regulations. However, in unusual circumstances the period for sale and purchase of a residence may be extended for an additional 2 years. If an extension is authorized it also applies to the other transfer allowances.	Normally allowances authorized in a member's PCS order to allocation are valid to that location until receipt of further PCS orders away from that location. Retired and separated uniformed personnel PCS allowances are limited to 6 months or one year respectively from the official Service release date (refer to JFTR, pars. U5125 and U5130); unless the Services extended such benefits per JFTR, par. U5012-1 authority.

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<p>25. DAMAGE CLAIMS</p> <p>JAG Manual</p>	<p>An employee has 2 years from the date of HHG delivery to make a claim.</p> <p>Claims are processed through the Personal Property Shipping Office or Transportation Service Provider (TSP) responsible for the area in which the HHG were delivered.</p> <p>Claims are limited to \$40,000 depreciated value of the shipment regardless of weight.</p> <p>At personal expense, the employee may purchase full replacement insurance coverage. The additional cost is based on the weight of the HHG shipment.</p>	<p>A member has 2 years from the date of HHG delivery to make a claim.</p> <p>Claims are processed through the Personal Property Shipping Office or Transportation Service Provider (TSP) responsible for the area in which the HHG were delivered.</p> <p>Claims are limited to \$40,000 depreciated value of the shipment regardless of weight.</p> <p>At personal expense, the member may purchase full replacement coverage. The additional cost is based on the weight of the HHG shipment.</p>

Most dollar limits on civilian allowances are imposed either by the Federal Travel Regulation (FTR) (41 CFR §302) or Joint Travel Regulations, Volume 2 (JTR). JTR is the DOD supplement to FTR. Most dollar or weight limits on uniformed personnel allowances are imposed by law or directly/indirectly by PDTATAC through JFTR. Some JFTR limits are based on DoD policy (Pers, Trans); some Service-unique policies implemented through regulations that supplement JFTR.

For more information about uniformed member allowances, see the Joint Federal Travel Regulations, Volume 1 (JFTR) on this web site under the Travel Regulations tab. JFTR has the information. Here's where it is:

- General Rules (JFTR, Chap 5, Part A)
- Member Travel (JFTR, Chap 5, Part B) - Travel via Homeport/Designated Place
- Dependent Travel (JFTR, Chap 5, Part C) (More than 2 POCs, JFTR, par. US015-B)
- HHG Shipment (w/Storage) and/or NTS (JFTR, Chap 5, Part D & App F)
- POV Shipment (JFTR, Chap 5, Part E, Section 1)
- POV Storage (JFTR, Chapter 5, Part E, Section 2)
- Mobile Dwelling Shipment in lieu of HHG Shipment (JFTR, Chap 5, Part F)
- DLA (JFTR, Chap 5, Part G)
- TLE (10/5 Days) (JFTR, Chap 5, Part H)
- TLA OCONUS (JFTR, Chapter 9, Part C)

For more information about civilian employee allowances, see the Joint Travel Regulations, Volume 2 (JTR) on this web site under the Travel Regulations tab. JTR has the information. Here's where it is:

- General Rules (JTR, Chap 5, Part A)
 - Employee Travel (JTR, Chap 5)
 - First Duty Station Travel, JTR, par. C5080-A and B
 - Renewal Agreement Travel, JTR, Chap 5, Part K
 - Separation Travel from OCONUS Duty, JTR, par. C5085
 - Career SES Appointees Move Home, JTR, par. C5090
 - Dependent Travel (JTR, Chap 7) - More than 2 POCs (JTR, par. C2159-B)
 - HHG Shipment (w/Storage) and/or NTS (JTR, Chap 5, Part D & Apps A & F)
- (Rules on boats have changed, see HHG definition in App A1)***
 - POV Shipment (JTR, Chap 5, Part E)
 - Mobile Dwelling Shipment in lieu of HHG Shipment (JTR, Chap 5, Part F)
 - Miscellaneous Expense Allowance (JTR, Chap 5, Part G)
 - Subsistence Expenses while Occupying Temporary Quarters (JTR, Chap 5, Part H) -
 - Real Estate Transaction Expenses (JTR, Chap 14)
 - Relocation Service Companies (JTR, Chap 15, Part A)
 - Property Management (PM) Services (JTR, Chap 15, Part B)
 - Home Marketing Incentive Payments (JTR, Chap 15, Part C)
 - Relocation Income Tax Allowance (RITA) (JTR, Chap 5, Part N)

For all per diem rates, go to the Per Diem Rates Section.