

SUBJECT: ALARACT 170/2008
TEXT:
UNCLASSIFIED//

THIS MESSAGE HAS BEEN SENT BY THE PENTAGON TELECOMMUNICATIONS
CENTER ON BEHALF OF DA WASHINGTON DC//DAPE-MSO//

THIS MESSAGE IS BEING RELEASED ON BEHALF OF HEADQUARTERS
DEPARTMENT OF THE ARMY, G-1.

SUBJECT: NONCOMBATANT EVACUATION ORDER/OCONUS EVACUATION
ALLOWANCES FY 08

1. REFERENCES:

A. DOD MILITARY FAMILIES JOINT FEDERAL TRAVEL REGULATIONS, VOL. 1
(JFTR), CHAPTER 6, PART A. THIS REFERENCE IS THE FINAL AUTHORITY ON
MILITARY FAMILY EVACUATION ALLOWANCES.

B. DOD CIVILIAN EMPLOYEES AND/OR FAMILIES.

(1) DEPARTMENT OF STATE STANDARDIZED REGULATIONS (DSSR), CHAPTER 600.

(2) JOINT TRAVEL REGULATIONS, VOL 2 (JTR), CHAPTER 6, PARTS A-C.

C. THIS MESSAGE HAS BEEN REVIEWED AND APPROVED FOR RELEASE BY THE
PER DIEM TRAVEL AND TRANSPORTATION AND ALLOWANCE COMMITTEE
CLEARANCE NUMBER RR080515.

2. THIS MESSAGE CLARIFIES EVACUATION ALLOWANCES FOR FAMILIES OF DOD
MILITARY MEMBERS EVACUATED FROM OCONUS LOCATIONS AND DOD
CIVILIAN EMPLOYEES AND/OR FAMILIES EVACUATED FROM FOREIGN
LOCATIONS DUE TO DISASTERS, OR UNUSUAL/EMERGENCY CIRCUMSTANCES.
THIS MESSAGE CONSISTS OF FOUR SECTIONS.

SECTION 1: EXECUTIVE SUMMARY

SECTION 2: DOD MILITARY DEPENDENTS

PART A: AUTHORIZING/ORDERING AN EVACUATION PART B: MILITARY NON-

COMMAND SPONSORED DEPENDENT ALLOWANCES PART C: MILITARY

COMMAND SPONSORED DEPENDENT ALLOWANCES PART D: MISCELLANEOUS

INFORMATION SECTION 3: DOD CIVILIAN EMPLOYEES AND/OR FAMILIES PART A:

AUTHORIZING/ORDERING AN EVACUATION PART B: EVACUATION ALLOWANCES

PART C: EVACUATION TRAVEL PART D: PER DIEM PART E: MISCELLANEOUS

SECTION 4: POINTS OF CONTACT

SECTION 1: EXECUTIVE SUMMARY

MILITARY DEPENDENTS IAW REFERENCE A ARE AUTHORIZED EVACUATION
ALLOWANCES WHEN AUTHORIZED/ORDERED TO LEAVE A OCONUS LOCATION
BECAUSE OF UNUSUAL/EMERGENCY CIRCUMSTANCES. CIVILIAN EMPLOYEES
AND/OR FAMILIES ARE AUTHORIZED EVACUATION ALLOWANCES IAW
REFERENCES B(1) AND B(2), WHEN AUTHORIZED/ORDERED TO LEAVE A FOREIGN

LOCATION BECAUSE OF UNUSUAL/EMERGENCY CIRCUMSTANCES. DUE TO THE WIDE RANGE OF CIRCUMSTANCES AND THE VARIETY OF POSSIBLE ALLOWANCES, THIS MESSAGE IS PROVIDED AS A REFERENCE GUIDE IN DEVELOPING LOCAL PLANS FOR RESPONDING TO UNUSUAL/EMERGENCY CIRCUMSTANCES. NOTE: ALL EVACUATION ORDERS MUST CITE THE EVACUATION FUNDS CITATION.

SECTION 2. DOD MILITARY DEPENDENTS

PART A: AUTHORIZING/ORDERING AN EVACUATION

1. THE DECISION TO EVACUATE DEPENDENTS FROM A FOREIGN OCONUS AREA ORDINARILY RESTS WITH THE STATE DEPARTMENT (JFTR, PAR. U6003-A). NON-FOREIGN OCONUS AREAS ARE AUTHORIZED/ORDERED BY THOSE OFFICIALS DESCRIBED IN JFTR, PAR. U6003-A2.
2. THE DEPARTMENT OF STATE, IN COORDINATION WITH DOD, WILL DESIGNATE AN EVACUATION LOCATION (JFTR, PAR. U6003-B).
3. THE MILITARY OFFICIAL ALSO MAY DETERMINE IF MEMBERS SHOULD ACCOMPANY DEPENDENTS AS ESCORTS (IN CASES WHERE DEPENDENTS ARE INCAPABLE OF TRAVELING ALONE IAW JFTR, PAR. U6004-H), OR MUST REMAIN AT THE PERMANENT DUTY STATIONS (PDS). A MEMBER PERFORMING ESCORT DUTIES FROM THE PDS TO THE SAFE HAVEN/DESIGNATED PLACE IS AUTHORIZED TRAVEL AND TRANSPORTATION ALLOWANCES. PAYMENT IS MADE FOR THE REQUIRED TRAVEL TIME (JFTR, PAR U6004-H2).
4. STATUS OF MILITARY MEMBER. UNIFORMED MEMBERS WHO ARE ORDERED TO DEPART AN AREA BEING EVACUATED MUST BE IN A TDY OR PCS STATUS (JFTR, CHAPTERS 4 AND 5).

PART B: MILITARY NON-COMMAND SPONSORED DEPENDENT ALLOWANCES

1. NON-COMMAND-SPONSORED MILITARY DEPENDENTS ARE AUTHORIZED TRANSPORTATION TO A SAFE HAVEN OR DESIGNATED PLACE (WHICHEVER THE AUTHORITY AUTHORIZING/ORDERING THE EVACUATION DESIGNATED APPROPRIATE) IF LOCATED AT THE MEMBER'S OCONUS PDS WHEN THE EVACUATION IS AUTHORIZED/ORDERED (JFTR, PAR. U6004-G). A NON-COMMAND-SPONSORED DEPENDENT IS NOT AUTHORIZED PER DIEM OR SAFE HAVEN ALLOWANCES.
2. NON-COMMAND-SPONSORED MILITARY DEPENDENTS WHO HAVE BEEN TRANSPORTED TO, DIVERTED TO, OR RETAINED AT AN OCONUS SAFE HAVEN INCIDENT TO AN EVACUATION WILL BE FURNISHED TRANSPORTATION TO THE

MEMBER'S PDS FROM THE SAFE HAVEN WHEN USD(P&R) HAS AUTHORIZED THE DEPENDENTS TO RETURN TO THE MEMBER'S PDS (JFTR, PAR U6004-I2).

3. NON-COMMAND-SPONSORED MILITARY DEPENDENTS WHO HAVE BEEN TRANSPORTED TO A SAFE HAVEN IN CONUS INCIDENT TO AN EVACUATION WILL NOT BE FURNISHED TRANSPORTATION TO THE MEMBER'S PDS FROM THE SAFE HAVEN EXCEPT WHEN AUTHORIZED/APPROVED BY USD(P&R) (JFTR, PAR. U6004-I2).

PART C: MILITARY COMMAND-SPONSORED DEPENDENT ALLOWANCES

1. MILITARY DEPENDENTS ARE AUTHORIZED TRAVEL AND TRANSPORTATION TO AN EVACUATION/SAFE HAVEN LOCATION IAW JFTR, PARS U6004 AND U6005.

2. DEPENDENT EVACUATION TRAVEL ORDERS SHOULD BE PROCESSED ON DD FORM 1610. THE ORDER SHOULD REFLECT THE EVACUATION/SAFE HAVEN LOCATION AS APPROPRIATE. MEMBER'S TDY TRAVEL ORDER SHOULD BE PREPARED BY THE MEMBER'S UNIT. TRAVEL ORDERS FOR MILITARY DEPENDENTS ARE PREPARED BY THE APPROPRIATE PERSONNEL READINESS UNIT. IF FAMILIES ALREADY AT THE SAFE HAVEN LOCATION DO NOT HAVE TRAVEL ORDERS AND REQUIRE EMERGENCY EVACUATION FUNDING, THE TRAVEL ORDERS MAY BE PREPARED BY THE SERVICING MILITARY PERSONNEL OFFICE AT THE MILITARY INSTALLATION NEAREST THE SAFE HAVEN LOCATION (SAMPLE 1610 LOCATED ON ARMY G-1 HOMEPAGE ([HTTP://WWW.ARMYG1.ARMY.MIL/MILITARYPERSONNEL/NEO.ASP](http://www.armyg1.army.mil/militarypersonnel/neo.asp))).

3. A SPONSOR WHO PREFERS THAT DEPENDENTS GO TO AN OCONUS SAFE HAVEN MUST SUBMIT A REQUEST FOR WAIVER THROUGH THE SERVICE/AGENCY COMMAND CHANNELS AND SERVICE PERSONNEL HEADQUARTERS TO PDUSD (P&R) FOR DETERMINATION. THE REQUEST CAN BE MADE TELEPHONICALLY OR IN WRITING; JUSTIFICATION OF OCONUS SAFE HAVEN LOCATION MUST BE PROVIDED AT THE TIME OF REQUEST TO ENSURE THAT ADEQUATE CARE OF DEPENDENTS CAN BE PROVIDED. DEPENDENTS MUST BE ADVISED OF LIMITED ACCESS TO MILITARY FACILITIES/SERVICES AT SELECTED OCONUS LOCATIONS. COMMAND SPONSORSHIP DOES NOT TRAVEL WITH THE DEPENDENTS TO THE OCONUS LOCATION. DEPENDENTS MUST COMPLY WITH THE COUNTRY'S PASSPORT/VISA REQUIREMENTS (JFTR, PAR. U6003-B2).

4. EVACUATED MILITARY COMMAND SPONSORED DEPENDENTS ARE AUTHORIZED THE FOLLOWING PER DIEM ALLOWANCES

A) TRANSPORTATION EXPENSE AND SAFE HAVEN ALLOWANCES FROM THE TIME THE DEPENDENT DEPARTS THE EVACUATION SITE UNTIL THE DEPENDENT REACHES THE SAFE HAVEN LOCATION. THIS INCLUDES TIME SPENT PROCESSING THROUGH A REPATRIATION SITE, IF DESIGNATED. REIMBURSEMENT IS LIMITED TO ALLOWABLE TRAVEL TIME (EXCLUDES PERSONAL TRAVEL TIME).

(1) COMMAND-SPONSORED DEPENDENTS AGE 12 OR OLDER EACH RECEIVE UP TO THE FULL APPLICABLE LOCALITY RATE, CHILDREN UNDER AGE 12 RECEIVE UP TO 50% OF THE LOCALITY RATE (JFTR, PAR. U6005-C). NOTE: SAFE HAVEN ALLOWANCES FOR DAYS OF DEPARTURE/RETURN ARE COMPUTED IAW JFTR, PAR. U4147.

(2) IF THE DEPENDENT CHOOSES TO TRAVEL FROM THE PORT OF ENTRY TO THE SAFE HAVEN LOCATION VIA RENTAL CAR, ONLY MALT IS REIMBURSABLE (SEE JFTR, PAR. U2605 FOR RATES).

(B) SAFE HAVEN ALLOWANCES CONSIST OF TWO SEPARATE ALLOWANCES: ONE FOR LODGING AND ONE FOR MEALS AND INCIDENTAL EXPENSES (M&IE). THE LODGING ALLOWANCE IS PAID FOR COMMERCIAL QUARTERS AND MUST BE DOCUMENTED BY A RECEIPT SHOWING THE DAILY RATE OF LODGING. REIMBURSEMENT FOR LODGING IS NOT AUTHORIZED IF DEPENDENTS STAY WITH FRIENDS/RELATIVES EVEN IF MONEY IS PAID. AN EXCEPTION IS WHEN DEPENDENTS RENT LODGING FROM A FRIEND/ RELATIVE WITH A BONA FIDE WRITTEN LEASE AND THE FRIEND/RELATIVE DOES NOT JOINTLY OCCUPY THE LEASED LODGING. TAX FOR LODGING IN CONUS AND NON-FOREIGN OCONUS LOCATIONS IS A SEPARATE REIMBURSABLE EXPENSE. NOTE: TRAVEL ADVANCES SHOULD BE BASED ON ACTUAL LODGING COSTS TO AVOID OVERPAYMENT. FOR EVACUATIONS OVER 30 DAYS ACCRUAL VOUCHERS SHOULD BE FILED TO ENSURE PROPER PAYMENT OF ALLOWANCES (JFTR, PARS. U6005-D AND U6003-A). FIRST 30 DAYS AFTER ARRIVAL AT SAFE HAVEN LOCATION:

(1) DEPENDENTS AGE 12 YEARS OR OLDER RECEIVE UP TO 100 PERCENT OF THE FULL LOCALITY RATE.

(2) DEPENDENTS UNDER AGE 12 YEARS RECEIVE UP TO 50 PERCENT OF THE FULL LOCALITY RATE.

(B) SAFE HAVEN ALLOWANCES DURING DAYS 31 THROUGH 180:

(1) DEPENDENTS AGE 12 YEARS OR OLDER RECEIVE UP TO 60 PERCENT OF THE FULL LOCALITY RATE.

(2) DEPENDENTS UNDER AGE 12 YEARS RECEIVE UP TO 30 PERCENT OF THE FULL LOCALITY RATE.

5. LOCAL TRAVEL ALLOWANCE: A LOCAL TRAVEL ALLOWANCE OF \$25 PER DAY PER FAMILY IS PAID IAW JFTR, PAR. U6006. A RECEIPT IS NOT REQUIRED.

6. ALTERNATE SAFE HAVEN LOCATIONS MUST BE AUTHORIZED/APPROVED BY THOSE OFFICIALS DESCRIBED IN JFTR, PAR. U6003-B2.

7. DEPENDENTS MAY SHIP UP TO 350 LBS OF UNACCOMPANIED BAGGAGE PER ADULT AND 175 LBS PER CHILD UNDER AGE 12 UP TO A TOTAL OF 1,000 LBS. IF UNABLE TO SHIP UNACCOMPANIED BAGGAGE BECAUSE OF CIRCUMSTANCES BEYOND THE EVACUEE'S CONTROL, AN UNACCOMPANIED BAGGAGE ALLOWANCE MAY BE AUTHORIZED TO HELP DEFRAY THE COST OF ITEMS ORDINARILY SHIPPED THAT MUST BE PURCHASED. THE FLAT AMOUNTS PER FAMILY ARE ONE EVACUEE \$250, 2 EVACUEES \$450 AND 3 OR MORE EVACUEES \$600 (TOTAL) (JFTR, PAR. U6007-A). DEPENDENTS ARE FINANCIALLY RESPONSIBLE FOR THE MOVEMENT OF PETS TO AND FROM THE THEATER. TRANSPORTATION OF PETS AT GOVERNMENT EXPENSE IS NOT AN ENTITLEMENT. THE MOVEMENT OF HHG (OTHER THAN THOSE SPECIFICALLY AUTHORIZED/APPROVED AS NEEDED FOR THE DEPENDENTS' COMFORT AND WELL BEING) OR A VEHICLE TO A SAFE HAVEN IS NOT AUTHORIZED. IF THE DEPENDENTS ELECT TO MOVE TO THE SPONSOR'S NEXT PDS, HOME OF RECORD, OR HOME OF SELECTION BECAUSE THE SPONSOR HAS RECEIVED PCS/SEPARATION/ RETIREMENT ORDERS, THE DEPENDENTS MAY CHOOSE TO DEPART UNDER PCS ALLOWANCES IN LIEU OF THE AUTHORIZED/ORDERED DEPARTURE TO SHIP HHG/VEHICLE. IF A PCS ORDER IS USED, NO SAFE HAVEN ALLOWANCES ARE PAYABLE (JFTR, PAR. U6007).

8. FAMILY SEPARATION ALLOWANCE (FSA): FSA IS PAYABLE (DODFMR 7000.14-R, VOL 7A, PARS. 270103 AND 270104).

9. TWO MONTHS ADVANCED MILITARY PAY MAY BE PAID WHEN AUTHORIZED BY THE SPONSOR. (DODFMR 7000.14-R, VOL 7A, PAR. 320104 AND TABLE 32-2, RULE 4).

PART D: MISCELLANEOUS INFORMATION SERVICE FUND CITES FOR EVACUATIONS AUTHORIZED/ORDERED DURING CURRENT FY (08) FOR MILITARY DEPENDENTS TRAVEL AND SAFE HAVEN ALLOWANCES ARE:

DEPENDENTS/ARMY OFFICERS: 21*2010.0000 01-1100 5X10.0000 21T1/21T2/22N2(UB) 1741MP (THREE DIGITS OF LAST NAME, LAST FOUR OF SSN, ORDER#) MP1741 PACS S12120

DEPENDENTS/ARMY ENLISTED: 21*2010.0000 01-1100 5X20.0000 21T1/21T2/22N2(UB) 1624MP (THREE DIGITS OF LAST NAME, LAST FOUR OF SSN, ORDER#) MP1624 PACS S12120

DEPENDENTS/NAVY OFFICERS ACTIVE DUTY: 17*1453.2252 R 068566 AA XUUUUU XI5NNN*NNN*N

DEPENDENTS/NAVY ENLISTED ACTIVE DUTY: 17*1453.2252 P 068566 AA RUUUUU RI5NNN*NNN*N

DEPENDENTS/NAVY OFFICERS RESERVE: 17*1405.225L R 068566 AA XUUUUU
XV5NNN*NNN*N

DEPENDENTS/NAVY ENLISTED RESERVE: 17*1405.225RL P 068566 AA RUUUUU
RV5NNN*NNN*N

R=MEMBER'S RANK, P=MEMBER'S PAY GRADE, U=MEMBER'S UIC, N=MEMBER'S
SSN

DEPENDENTS AIR FORCE ACTIVE DUTY OFFICERS: 5783500 328 5710.0X 525725

DEPENDENTS/AIR FORCE ACTIVE DUTY ENLISTED: 5783500 328 5810.0X 525725

X=D FOR DEPENDENT TRAVEL OR K FOR DEPENDENT PER DIEM.

MARINE CORPS ALL: 17*1105.2753 021 44690 067443 2D 000000 0000000#####

*= CURRENT FY #####= DEPENDENT TRAVEL CODES: (74186 FOR DEPENDENTS
UNDER 12 YEARS OLD) (74195 FOR DEPENDENTS 12 YEARS OLD AND OLDER)(SDN)
M00027*MOOCEVA

SECTION 3: DOD CIVILIAN EMPLOYEES AND/OR FAMILIES

PART A: AUTHORIZING/ORDERING AN EVACUATION.

THE DECISION TO EVACUATE CIVILIAN EMPLOYEES OR DEPENDENTS, OR BOTH
RESTS WITH THE INDIVIDUALS LISTED IN JTR, PAR. C6005-B FOR FOREIGN
OCONUS AREA EVACUATION AND JTR, PAR. C6010-B FOR NON-FOREIGN OCONUS
EVACUATION. THE ALLOWANCES DISCUSSED BELOW ARE FOR EVACUATIONS
FROM FOREIGN LOCATIONS IAW DSSR, CHAPTER 600 EXTRACTED IN JTR,
CHAPTER 6, PART C.

PART B: ALLOWANCES DURING EVACUATION.

1. TRANSPORTATION EXPENSES AND TRAVEL PER DIEM WHILE TRAVELING
FROM THE EVACUATION SITE TO THE CONUS SAFE HAVEN LOCATION. THIS
INCLUDES TIME SPENT PROCESSING THROUGH A REPATRIATION SITE, IF
DESIGNATED. REIMBURSEMENT IS LIMITED TO ALLOWABLE TRAVEL TIME
(EXCLUDES PERSONAL TRAVEL TIME). PER DIEM IS COMPUTED THE SAME AS
FOR AN EMPLOYEE ON TDY. DEPENDENTS AGE 12 OR OLDER EACH RECEIVE UP
TO THE FULL LOCALITY PER DIEM RATE AND DEPENDENT CHILDREN UNDER
AGE 12 RECEIVE UP TO 50% OF THE LOCALITY PER DIEM RATE (PERSONAL
TRAVEL IS EXCLUDED). FOR TRAVEL FROM THE PORT OF ENTRY TO THE SAFE
HAVEN LOCATION VIA RENTAL CAR, ONLY PCS MILEAGE IS REIMBURSABLE
(JTR, PAR. C2505).

2. SUBSISTENCE EXPENSE ALLOWANCES (SEA) IS BASED ON THE LOCAL PER DIEM RATE AND BEGINS THE DAY AFTER ARRIVAL AT THE AUTHORIZED SAFE HAVEN LOCATION. SEA CEASES THE EARLIEST OF THE FOLLOWING DATES: AT THE END OF 180 DAYS, THE AUTHORIZED/ORDERED DEPARTURE IS TERMINATED, THE EVACUEE COMMENCES RETURN TRAVEL TO POST, OR THE SPONSOR COMMENCES TRAVEL TO A NEW DUTY STATION OR SEPARATES. THE FAMILY MAY CHOOSE ONE OF THE FOLLOWING OPTIONS:

(A) COMMERCIAL RATE (REQUIRES RECEIPTS FOR COMMERCIAL LODGING) - FIRST 30 DAYS: THE FIRST EVACUEE UP TO 100% (MAY BE AUTHORIZED UP TO 150% FOR SPECIAL FAMILY COMPOSITIONS) OF THE LODGING PORTION PLUS 100% OF THE M&IE PER DAY. EACH ADDITIONAL EVACUEE AGE 18 OR OLDER 100% M&IE AND EACH EVACUEE UNDER AGE 18 50% M&IE. DAYS 31-180: THE FIRST EVACUEE UP TO 100% (MAY BE AUTHORIZED UP TO 150% FOR SPECIAL FAMILY COMPOSITIONS) OF THE LODGING PORTION PLUS 80% M&IE. EACH ADDITIONAL EVACUEE AGE 18 OR OLDER 80% M&IE AND EACH EVACUEE UNDER AGE 18 40% OF M&IE.

(B) NON-COMMERCIAL RATE (RECEIPTS NOT REQUIRED) - FIRST 30 DAYS: THE FIRST EVACUEE A FLAT 10% OF LODGING PORTION PLUS 100% M&IE. EACH ADDITIONAL EVACUEE AGE 18 OR OLDER 100% M&IE AND EACH EVACUEE UNDER AGE 18 50% M&IE. DAYS 31-180: THE FIRST EVACUEE AND EACH EVACUEE AGE 18 OR OLDER 80% M&IE. EACH ADDITIONAL EVACUEE UNDER AGE 18 40% OF M&IE.

3. THIRTY DAYS ADVANCE PAY FOR EMPLOYEES WHO EVACUATE, WHEN AUTHORIZED. AUTHORIZATION MUST INCLUDE THE SPONSOR'S PAYROLL NUMBER, FUND CITES, AND PAYMENT MUST BE TAKEN WITHIN THE FIRST 30 DAYS OF EVACUATION.

4. EVACUEES MAY SHIP UP TO 350 LBS OF UNACCOMPANIED BAGGAGE PER ADULT AND 175 LBS PER CHILD UNDER AGE 12 UP TO A TOTAL OF 1,000 LBS. IF UNABLE TO SHIP UNACCOMPANIED BAGGAGE BECAUSE OF CIRCUMSTANCES BEYOND THE EVACUEE'S CONTROL, AN UNACCOMPANIED BAGGAGE ALLOWANCE MAY BE AUTHORIZED TO HELP DEFRAY THE COST OF ITEMS ORDINARILY SHIPPED THAT MUST BE PURCHASED. THE FLAT AMOUNTS PER FAMILY ARE ONE EVACUEE \$250, 2 EVACUEES \$450 AND 3 OR MORE EVACUEES \$600 (TOTAL). FAMILIES ARE FINANCIALLY RESPONSIBLE FOR THE MOVEMENT OF PETS TO AND FROM THE THEATER. TRANSPORTATION OF PETS AT GOVERNMENT EXPENSE IS NOT AN ENTITLEMENT. THE MOVEMENT OF HHG OR A POV TO A SAFE HAVEN IS NOT AUTHORIZED. A LOCAL TRAVEL ALLOWANCE OF \$25 PER DAY PER FAMILY IS PAID TO DEFRAY COSTS. A RECEIPT IS NOT REQUIRED. IF AN OFFICIAL DETERMINES THAT THE DEPENDENTS WILL NOT RETURN TO THE EVACUATED AREA, FAMILIES WILL BE NOTIFIED AND AUTHORIZED SHIPMENT OF HHG/POV. THIS WILL REQUIRE AN AMENDMENT TO THE ORIGINAL ORDER. UPON RECEIPT OF HHG, SAFE HAVEN ALLOWANCES WILL

BE TERMINATED IF NOT ALREADY TERMINATED BY SUBPAR 2 ABOVE. CIVILIAN EMPLOYEE MAY BE AUTHORIZED A SEPARATE MAINTENANCE ALLOWANCE. IF THE DEPENDENT ELECTS TO MOVE TO THE SPONSOR'S NEXT PDS BECAUSE OF IMMINENT CHANGE OF STATION, THE DEPENDENT MAY ELECT TO DEPART UNDER A PCS ORDER IN LIEU OF AN AUTHORIZED/ORDERED DEPARTURE ORDER. IF A PCS ORDER IS USED, NO SEA IS PAYABLE.

PART C: THE CIVILIAN DOD FUND CITE IS:

21*2020 22-8701 P113098 XXXNNN*3333 VRFM F9896 S12121

*=FY X=FIRST 3 OF LAST NAME N=LAST 4 OF SSN (AA=ARMY, AF=AIR FORCE, NV=NAVY, MA=MARINES, DL=DLA, DOD=DODEA)

FUND CITATIONS TO BE USED ON ORDERS (DD FORMS 1610) FOR ELIGIBLE DOD CIVILIAN DEPENDENT TRAVEL AND SUBSISTENCE ALLOWANCES ARE PROVIDED BY SERVICE/DOD AGENCY POCS REFERENCED IN SECTION 4. THIS CITE IS FOR DOD NON-EMERGENCY ESSENTIAL EMPLOYEES AS WELL AS ELIGIBLE DOD CIVILIAN DEPENDENTS.

PART D: THE INTENT OF THIS SECTION IS TO ENSURE EQUITY ACROSS THE SERVICES AND DOD AGENCIES. THE ALLOWANCES OUTLINED IN THIS SECTION APPLY TO ALL NON-EMERGENCY ESSENTIAL EMPLOYEES AND ALL DEPENDENTS. THESE ALLOWANCES DO NOT APPLY TO LOCAL UNITED STATES CITIZENS WHO DO NOT HAVE OFFICIAL U.S. GOVERNMENT EMPLOYMENT, INCLUDING, BUT NOT LIMITED TO, AMERICANS WITH PRIVATE BUSINESS OR ORGANIZATIONS, TEACHERS RECRUITED BY LOCAL AMERICAN-SUPPORTED SCHOOLS, FULBRIGHT GRANTEES, AND INDIVIDUALS WITH CONTRACTS TO WORK FOR THE FOREIGN HOST GOVERNMENT, OR LOCALLY HIRED AMERICAN CITIZENS WHO WORK FOR THE U.S. GOVERNMENT BUT WHO DO NOT HAVE A SERVICE AGREEMENT FOR RETURN TRANSPORTATION TO THE UNITED STATES AT GOVERNMENT EXPENSE.

SECTION 4: POINTS OF CONTACT FOR TRAVEL ALLOWANCES ARE:

A. ARMY -

MILITARY: LTC MATTHEW VOITHOFER 703/692-6889 DSN 222-6889, MR. VIC BOSKO 703/692-5945 DSN 222-5945, AND MR. JD RILEY 703/693-9682 DSN 223-9682;
CIVILIAN: MR. GARY BUCK 703/325-1748 DSN (312) 221-1748.

B. NAVY -

MILITARY: MR. COTTON BOWEN 703/695-3322 DSN 225-3322;
CIVILIAN: MR. ROBERT SHORT 202/685-6194 DSN 235-6194.

C. AIR FORCE -

MILITARY AND CIVILIAN: MSGT KIM LEWIS 703/604-4933 DSN 664-4933.

D. USMC -

MILITARY: MR. KERRY CERNY 703/784-9387 DSN 278-9387;
CIVILIAN: MS. MYLECHIA SMALLS 703/784-9379 DSN 278-9379.

E. DOD AGENCIES -

CIVILIAN POC: MR. GARY PUGH 703/696-6301 EXT 557.

F. NON DOD SERVICES:

COAST GUARD - YNCM DAVE MALY 202/475-5395; PUBLIC HEALTH - CDR
KONSTANTINE WELD 240/453-6080; NOAA CORPS - MRS. KATHERINE RAYMOND
301/713-7732.

G. ESTABLISHED TOLL-FREE NUMBERS FOR SERVICE-SPECIFIC GUIDANCE ARE:

1. ARMY 1-800-833-6622.
2. NAVY 1-866-827-5672.
3. AIR FORCE 1-866-299-0596.
4. MARINE CORPS 1-866-886-2918.

H. DOD AGENCY CIVILIAN POC 703-696-6301 EXT 557 THESE NUMBERS MAY OR
MAY NOT BE MANNED 24 HOURS A DAY; FAMILIES SHOULD LEAVE THE NAME, A
SHORT MESSAGE AND A PHONE NUMBER, INCLUDING AREA CODE, AT WHICH
THE FAMILY CAN BE REACHED. A SERVICE REPRESENTATIVE WILL RESPOND TO
THEM AS SOON AS POSSIBLE.

I. ELECTRONIC VERSIONS OF THE JFTR AND JTR ARE AVAILABLE ON THE
INTERNET AT [HTTPS://PERDIEM.HQDA.PENTAGON.MIL/PERDIEM/](https://perdiem.hqda.pentagon.mil/perdiem/).

J. POINTS OF CONTACT FOR THIS MESSAGE IS LTC STEVEN CARTER AT DSN 227-
4873 OR COMMERCIAL (703) 697-4873; EMAIL
STEVEN.A.CARTER@CONUS.ARMY.MIL, LTC MATTHEW VOITHOFER 703/692-6889
DSN 222-6889, MR. VIC BOSKO 703/692-5945 DSN 222-5945, AND MR. JD RILEY
703/693-9682 DSN 223-9682; ALTERNATE POC: PERSONNEL CONTINGENCY CELL,
HQDA G-1, OPERATIONS OFFICER, DSN: 227-4246 COMM:703/697-4246,
PCCOPS.AOCG1@US.ARMY.MIL

EXPIRATION DATE CANNOT BE DETERMINED.