

PERMANENT CHANGE OF STATION (PCS) FACT SHEET

PURPOSE: To familiarize Soldiers/service members (SMs) with entitlements due upon PCS.

REFERENCE(S): All references can be accessed through the Defense Travel Department of Defense website @ www.defensetravel.dod.mil/index.cfm or the Defense Finance and Accounting Service (DFAS) website @ www.dfas.mil.

REQUIREMENTS TO CLEAR FINANCE OUT-PROCESSING:

- EFFECTIVE SEPTEMBER 2014, ALL TRAVELERS ARE REQUIRED TO OBTAIN A GOVERNMENT TRAVEL CARD (GTCC). TRAVEL ADVANCE REQUESTS, INCLUDING DLA ADVANCE, ARE NO LONGER PAYABLE TO SOLDIERS UPON DEPARTURE. Exceptions are Accessions (i.e. BOLC and AIT SMs relocating dependents) and Separation PCS moves. Ref DFAS-IN TM 14-05; MEMO, ASA (FM&C), JUL 25 2014; JFTR; JTR; and DODFMR VOL 9, Chap 3, April 2014
- Copies of PCS orders
- Copy of DA Form 31 (Leave form)
- DA FORM 5960 IS ONLY REQUIRED IF THERE IS A CHANGE TO YOUR BAH DEPENDENCY STATUS (I.E. MARTIAL STATUS, DEPENDENT CHILD (REN), ETC).

PCS ENTITLEMENTS:

1. Monetary Allowance in Lieu of Transportation (MALT):

- POV mileage is paid at the rate of \$0.18 cents per mile for the authorized distance to either your next duty station or Port of call (if TDY en route, POV mileage is \$0.545 cents per mile to the TDY location). If soldier has a second POV and his/her authorized dependent drives that POV, then the mileage is paid at \$0.18 cents per mile; authorized dependents must be either listed individually on the PCS Order or the PCS Order must reflect "Dependents: Yes".

2. Per Diem:

- Per Diem is paid at the Flat rate of \$144.00 for SM per day for each authorized travel day. Dependents over 12 years will receive 75% and dependents under 12 will receive 50% of the Flat rate per diem.
- Official Travel Time is determined based on mode of transportation utilized.
 - Travel by commercial AIR- 1-day travel anywhere in the USA and when the International Date Line is not crossed is 1 day.
 - Travel by Bus or Train- Actual time needed to travel over the direct route including necessary delays.
 - Travel by POV – Divide total distance by 350 miles, any balance 51 miles or more is an extra day of allowed travel time.

- Dependents mileage and per diem rates are based on whether the dependents travel with the soldier or separately.
- When flying, SM and dependents will only receive the Meals and Incidental per diem for one day.

PER DIEM RATES FOR FY18:

SERVICE MEMBER	\$144.00 PER TRAVEL DAY
DEPENDENTS 12 AND OLDER	\$108.00 PER TRAVEL DAY
DEPENDENTS UNDER 12	\$ 72.00 PER TRAVEL DAY

3. Dislocation Allowance (DLA):

- The purpose of DLA is to partially reimburse a member for the expenses incurred in relocating the member's household. DLA amount is based on a rank. DLA has no effect on your normal pay.
Ref JTR Chap 5, Part A, Para 0505: Dislocation Allowance (DLA)

4. Advance Pay (AP):

- The purpose of this advance payment is to provide a Member with funds to meet extraordinary expenses incident to a government ordered relocation. It is intended to assist with the out - of- pocket expenses that exceed or precede reimbursements incurred in a duty location change, and are expenses not typical of day-to-day military living. An advance of pay shall not be authorized for the specific out-of-pocket expenses covered by advances of other pays and entitlements, if such advances are used (to include travel allowances and per diem, Overseas Station Housing Allowances, Basic Allowance Housing, and Dislocation Allowance). The member's commander has oversight responsibility to ensure that the advance of pay is only used to help with the financial burden of a PCS.
- Advance pay is paid to provide the soldier with funds for such expenses as transportation, temporary storage of household goods, packing and shipping costs, and securing new quarters at the new duty station.
- Advance payments will be limited to 1 month's pay less normal deductions upon departure.
- Repayment of Advance Pay is normally limited to 12 months.

Ref Department of Defense Military Pay and Allowances Entitlements Manual (DODPM)
CHAP 1 PART FOUR SECTION 40101.

5. TEMPORARY LODGING EXPENSE (TLE):

- The purpose of TLE is to partially offset the cost of acquiring temporary lodging upon departure from old duty station or arrival at new duty station (if conus).
- Days authorized:
 - a. CONUS – CONUS 10 DAYS
 - b. CONUS – OCONUS 5 DAYS
- TLE claims for departing soldiers will be settled at the gaining station.
- A statement of non-availability is required for staying at lodging off post.
- Temporary lodging must be in the vicinity of the old or new duty station
- A member is entitled to TLE reimbursement (when per diem isn't Payable):
 1. After arriving at the new Conus PDS/designated place.
 2. When house hunting is performed after the member PCS to the new PDS (i.e., in conjunction with a PCS).

Ref JTR Chap 5, Para 0506: Temporary Lodging Expense (TLE)

Number of Eligible Persons Occupying Temporary Quarters	Applicable Percentage
Member or 1 dependent	65%
Member & 1 dependent, or 2 dependents only	100%
Each additional dependent 12 & over, add	35%
Each additional dependent under 12, add	25%

Per Diem rate \$144.00

Lodging = \$93.00 MI & E = \$51.00

Percentage	Max Lodging	Max Meals	Total
65%	\$60.45	\$33.15	\$93.6
100%	\$93.00	\$51.00	\$144.00
125%	\$116.25	\$63.75	\$180.00
135%	\$125.55	\$68.85	\$194.4
150%	\$139.5	\$76.50	\$216.00

6. TEMPORARY LODGING ALLOWANCE (TLA):

- TLA is authorized to partially reimburse a member for the more than normal expenses incurred during occupancy of temporary lodgings and expenses of meals obtained as a direct result of use of temporary lodgings OCONUS which don't have facilities for preparing and consuming meals.
- Upon initial arrival at a PDS and pending assignment of Government Quarters, or pending completion of arrangements for other permanent living accommodations.
- Upon arrival the member needs to register with the housing officer and to keep that officer periodically informed (at least every 10 or 15 days as determined by the approving authority) of progress in obtaining permanent quarters (member does not have to report progress in obtaining permanent quarters when it is known member is assigned Government Quarters).
- A member will only be reimbursed for meals when staying with friends or relatives.
Ref JTR Chap 5, Para 0506 : Temporary Lodging Expense

7. SOLDIERS PCSING OVERSEAS AND RELOCATING THEIR DEPENDENTS SOMEWHERE OTHER THAN THEIR NEXT DUTY STATION MUST CARRY A COPY OF THEIR RENTAL OR MORTGAGE AGREEMENT TO INITIATE BAH FOR THEIR DEPENDENTS LOCATION.

8. FAMILY SEPARATION ALLOWANCE (FSA):

- Soldiers who PCS to a dependent restricted tour will be entitled to FSA. Payable at the rate of \$250.00 per month upon PCS arrival to new PDS.

9. Permissive TDY for House Hunting:

- Absence to hunt for a house or other dwelling incident to a PCS move CONUS or OCONUS).
- Up to 10 days authorized.

- Effective February 28, 2018, Soldiers arriving at the new Permanent Duty Station (PDS) are no longer required to obtain a validation stamp from the Housing Office for the purpose of PTDY for house hunting.
- If Soldier's PTDY was approved by the old PDS, the Soldier must go to the gaining unit or reception center at new PDS to have a statement put in block #17 stating the "Soldier arrived at the new PDS on *date* to start PTDY". Statement should be signed by the designated person at the unit or reception center (MILITARY PAY E-MESSAGE 18-024).

MY PAY TRAVEL EFT:

- Soldiers must verify status of travel EFT account number, routing number and type of account saving or checking to insure all payments are sent to proper financial institution.