



DEPARTMENT OF THE ARMY
OFFICE OF THE DEPUTY CHIEF OF STAFF FOR PERSONNEL
300 ARMY PENTAGON
WASHINGTON, DC 20310-0300



DAPE-JRCC

MEMORANDUM FOR MILITARY FAMILY MEMBERS

SUBJECT: Designated Place - Entitlements for Military Family Members

1. This memorandum addresses the evacuation entitlements authorized to military command sponsored dependents who have been directed to move to a designated place. Civilian family members are only authorized movements to a temporary safehaven or a permanent change of station move with their sponsor.
2. If the Under Secretary of Defense (Personnel and Readiness) determines that return to the sponsor's permanent duty station (PDS) will not take place in the near future, the family will be directed to move to a designated place to establish a permanent residence (U6002). A move to designated place *outside CONUS* must be authorized in advance of travel by the Office of the Secretary of Defense (Force Management & Personnel); sponsors requesting this waiver must submit their request in writing through their command channels. The following entitlements will assist families in making this transition to designated place and are described in greater detail in the Volume 1 of the Joint Federal Travel Regulation (JFTR), Chapter 6 (online on the Internet at <http://www.dtic.mil/perdiem/jftr-c6.txt>).
 - a. Transportation expenses and travel per diem begin when the family departs the safehaven location and end when they reach the designated place (excluding personal travel time). Family members 12 years of age and above will each receive up to the full local per diem rate; children under 12 will each receive up to 50% of the local per diem rate. If the family chooses to travel from the repatriation site to their safehaven location via rental vehicle, only mileage is reimbursable.
 - b. Designated place allowances begin when the family arrives at the designated place or declares the original safehaven their designated place. Per diem allowances continue until the sponsor begins travel to a new permanent change of station or the family occupies a permanent residence but no longer than 30 days.
 - (1) Designated place per diem consists of two separate allowances: one for lodging, and one for meals and incidentals (M&IE). The lodging allowance is paid for those living in commercial quarters and must be documented by a receipt showing the daily cost of lodging. Consequently, families staying with family or friends do not receive the lodging allowance. The only exception to this is if there is a legal lease paid to family or friends for a separate residence.
 - (2) For families who have moved to a new geographic location as their designated place, each family member 12 years of age or older is entitled up to 100% of the local per diem rate and each child under 12 years of age will receive up to 50% of the local per diem rate. If living with friends or relatives, each family member 12 or older will receive 100% of the M&IE and children under 12 will receive 50% of the M&IE. With a bona fide lease, the family will also receive a lodging allowance.

- (3) For families who have declared their safehaven as designated place, and are already at a reduced per diem rate, allowances continue at the reduced rate.
- c. Families will also be entitled to a travel allowance for in and around the local vicinity. The rate for this entitlement is \$5.00 per day for family members over 12 years of age and \$2.50 for each child under 12. The total allowance is restricted to \$10.00 total per day.
 - d. Family Separation Allowance (FSA I). If the family is required to maintain two households, they are authorized FSA I at their Basic Allowance Quarters (BAQ) without dependent rate. This is generally not applicable if families are housed in government quarters. This entitlement is paid on the sponsor's paycheck.
 - e. Family Separation Allowance II (FSA II). When the Service Member is separated from his/her family due to the requirements of military duty, they are authorized FSA II at \$75 per month. This entitlement is paid on the sponsor's paycheck.
 - f. Dislocation Allowance (DLA). This is a one time payment to partially reimburse a Service member for relocation expenses. The amount is equal to two months BAQ. Soldiers with non-command sponsored dependents are not entitled to this allowance. This entitlement is paid on the sponsor's paycheck.
 - g. Transportation of Household Goods (HHG)/Privately Owned Vehicles (POV). Service members are now authorized transportation of their HHG/POVs from their overseas permanent duty location (PDS) and/or from nontemporary storage (NTS) to the family's designated place and/or placement in NTS.
 - h. Variable Housing Allowance (VHA). The Service Member is entitled to VHA at the "with dependent rate" beginning on the day after the day on which per diem at the designated place terminates. The rate will be based on the location of the designated place and paid on the sponsor's paycheck.
3. Special designated place orders will be issued to authorize the family's movement. Specific fund cites have been approved by each of the Services for the travel and per diem of their family members while moving to their designated place.
4. The allowances and entitlements outlined in this memorandum are applicable to all military dependents regardless of Service. *Upon reaching their designated location, military family members will report to the Service specific organizations responsible for their follow-on care.*

MEMORANDUM FOR: See Distribution

SUBJECT: Movement to a Designated Location under the Ordered Departure of Military Family Members from (country) (Travel Authorization Number xxx-xxx)

1. The family members of (*Name, Rank, SSN of Sponsor*) listed below are authorized transportation to (*chosen designated place-current safehaven OCONUS or return to CONUS*) as a designated place under the provisions of Chapter 6, Joint Federal Travel Regulations (JFTR).

NAME	RELATIONSHIP	DOB	SSN

2. Effective (Effective Date), all DoD military family members in safehaven status or in authorized delay (except those joining their sponsor on an accompanied tour), are directed to move to a designated place or declare their current safe haven as a designated place as soon as practical, but not later than (). Army family members who are unable to relocate to a designated place within the time-frame stated in this order should contact their respective Service Family Centers. Limited waivers or extensions may be granted, e.g., designation of a new PDS is imminent, temporary medical reasons. The following travel and transportation allowances for the move to designated place are authorized:
- Travel allowances (transportation expenses/per diem while traveling less personal travel time) from the safehaven to the designated location (paragraph U6004/U6005, JFTR).
 - Movement of household goods (not to exceed 18,000 lbs) from the permanent duty station (PDS) and/or non temporary storage (NTS) to the designated location and/or placement in NTS (paragraph U6007, JFTR).
 - Movement of unaccompanied baggage (350 lbs for each dependent 12 years of age and older, 175 lbs for each dependent under 12 years of age) not to exceed 1,000 pounds (paragraph U6007, JFTR). Shipment of unaccompanied baggage is authorized from the PDS and or safehaven to the designated location.
 - Shipment of pets is at owner's expense (Glossary definition of Household Goods and Baggage does not include pets, JFTR).
 - Local travel allowance in the designated place area is authorized to be paid when dependents are receiving per diem allowances and have not taken delivery of a POV shipped to the safehaven or designated place (paragraph U6006, JFTR).
 - Per diem allowances associated with designated place status will begin on the day family members/dependents arrive at the designated place or on the day the family members declare the safe haven location as the designated place. These allowances terminate at 2400 hours on the day the family members/dependents first occupy a permanent residence or at 2400 hours on the 30th day after arrival at designated place or the day before the day sponsor departs the PBS on permanent change of station (PCS), whichever occurs first. For families moving to a new geographic location, designated place per diem will be paid up to full local rate. Families who declare their safehaven as designated place and are already in a reduced per diem status will remain at the reduced rate.

3. As a general rule, occupancy of a permanent residence occurs when:
 - a. a lease is signed and family members/dependents move into the leased quarters, or
 - b. a former residence is reoccupied by family members/dependents, or
 - c. the decision is made to move in with or remain with family or friends until the sponsor's subsequent PCS, or
 - d. government housing is obtained and occupied, or
 - e. a new home is purchased and occupied

NOTE: If none of the above applies, once delivery of household goods (other than accompanied baggage) is accepted by the family member/dependent, then a permanent residence is considered to be occupied.

4. Other applicable allowances at the designated place may include Family Separation Allowance (paragraph U6011, JFTR); Variable Housing Allowance (paragraph U6010, JFTR); CONUS Cost of Living Allowance (paragraph U6014, JFTR); shipment of POV (paragraph U6008, JFTR); and Dislocation Allowance (paragraph U6012, JFTR).
5. Fund Cite for travel and per diem, and respective MDC code for movement of HHG performed under this order:
6. The following cautions are provided regarding the selection of a designated location outside the United States.
 - a. The family is not command sponsored while residing in a country in which the sponsor is not assigned on a "with dependents" tour; the family are tourists in that country. It is the responsibility of the family to obtain and maintain proper passports and visas required for maintaining residence in the country selected by the family as a designated location.
 - b. The family is responsible for any and all taxes levied by the foreign country on the importation of household goods, unaccompanied baggage, and a privately owned vehicle.
 - c. Access to military facilities (PX, Commissary and Morale and Welfare activities such as clubs, theaters, and recreational facilities) may be denied or limited by the local commander or the Status of Forces Agreement (SOFA).
 - d. Access to medical care at U.S. medical facilities may be limited to emergency care only.
 - e. As an exception to policy, family members can attend a DODDs school on a space available basis only, tuition free as long as the sponsor remains at an overseas assignment.
7. If family members encounter problems executing the entitlements of these orders, please contact their designated Service Family Centers.

FOR THE COMMANDER:

SIGNATURE OF ORDER
ISSUING OFFICIAL

Distribution:

{FAMILY MEMBER'S NAME, FULL MAILING ADDRESS, PHONE NUMBER}

HQDA ODCSPER, DAPE-JRCC
Designated Service Financial Center

Designated Service Family Support Center