U.S. Department of Transportation
United States Coast Guard

Commandant
United States Coast Guard

2100 Second Street, S.W.
Washington, DC 20593-0001
Staff Symbol: G-WPM-2
Phone: (202) 267-1203
Fax: (202) 267-4823

COMDTNOTE 7220
12 May 2002

COMMANDANT NOTICE 7220

CANCELLED: 11 May 2003

Subj: CH-3 TO U.S. COAST GUARD PAY MANUAL, COMDTINST M7220.29A

1. PURPOSE. This Notice publishes a change to the U.S. Coast Guard Pay Manual, COMDTINST M7220.29A This Notice is for the use of all active and reserve Coast Guard members.

2. ACTION. Area and district commanders, commanders of maintenance and logistics commands, commanding officers of headquarters units, assistant commandants for directorates, Chief Counsel, and special staff offices at Headquarters shall ensure that the provisions of this Notice are followed. No paper distribution will be made of this Notice. Official distribution will be via the Coast Guard Directives System CD and DOT website http://isddc.dot.gov. An electronic version will also be made available via the Commandant (G-WPM-2) website: http://www.uscg.mil/hq/g-w/g-wpm.Manuals.htm

3. SUMMARY. Enclosure (1) summarizes the substantial changes throughout the Manual provided as enclosure (2). A vertical line marks significant changes. Editorial changes are not marked.

4. PROVEDURES. Remove and insert the following pages:

Remove	Insert
i through iv	i through iv, CH-3
2-1 through 2-2	2-1 through 2-2, CH-3
2-7 through 2-8	2-7 through 2-8, CH-3
3-i	3-i, CH-3
3-1 through 3-97	3-1 through 3-100, CH-3
4-11 through 4-18	4-11 through 4-18, CH-3
4-23 through 4-24	4-23 through 4-24, CH-3
4-31 through 4-39	4-31 through 4-41, CH-3
5-31 through 5-32	5-31 through 5-32, CH-3

DISTRIBUTION - SDL No. 139

	a	b	c	d	e	f	g	h	i	j	k	l	m	n	o	p	q	r	s	t	u	v	w	x	y	z
A	1	1	1		1	1		1																		
B		5	5		2	1			1							1	1	10	1	1			31			
C	1	1									1			1			*									
D		*		*																						
E		4																								
F																										
G																										
H																										

NON-STANDARD DISTRIBUTION: SEE PAGE 2

Remove	Insert
6-i	6-i, CH-3
6-1 through 6-17	6-1 through 6-27, CH-3
7-1 through 7-4	7-1 through 7-4, CH-3
7-13 through 7-14	7-13 through 7-14, CH-3
8-5 through 8-6	8-5 through 8-6, CH-3
8-9 through 8-10	8-9 through 8-10, CH-3
9-3 through 9-6	9-3 through 9-6, CH-3
10-1 through 10-2	10-1 through 10-2, CH-3
10-21 through 10-22	10-21 through 10-22, CH-3
11-1 through 11-2	11-1 through 11-2, CH-3
11-17 through 11-18	11-17 through 11-18, CH-3
12-3 through 12-4	12-3 through 12-4, CH-3
12-7 through 12-8	12-7 through 12-8, CH-3
15-1 through 15-2	15-2 through 15-2, CH-3
16-i	16-i, CH-3
16-5 through 16-9	16-5 through 16-13, CH-3
I-1 through I-7	I-1 through I-7, CH-3

Encl: (1) Summary of changes
(2) CH-3 to U.S. Coast Guard Pay Manual, COMDTINST M7220.29A

CH-3 COAST GUARD PAY MANUAL, COMDTINST M7220.29A
SUMMARY OF CHANGES

TABLE OF FIGURES	
Figure 2-1	Changed to read "1 Jan 2002".
Figure 3-9	Changed to read "1 Jan 2002".
Figure 4-8 (New)	Designated Hostile Fire or Imminent Danger Pay Areas (HF/ID).
Figure 4-9	Special Pay for Duty Subject to Hostile fire or Imminent Danger (HF/ID) – Conditions of Entitlement.

CHAPTER 2	
Section 2-A-1.j.	Incorporates policy effective 28 Dec 01, the special rate of pay for O1E, O2E, and O3E, is payable to a reserve commissioned officer who earned 1,460 retirement points while in an enlisted or warrant officer status.
Figure 2-1	Incorporates monthly rates of basic pay effective 1 Jan 2002.

CHAPTER 3	
Section 3-A-2.	Changes officer BAS to $166.37 per month.
Section 3-B.	Incorporates ALCOAST 596/01 establishing enlisted BAS policy.
3-C-2.b., c., and d.	1 Jan 2001 changed to read 1 Jan 2002.
Sections 3-C, D, and F	Changes references to "BAH-I" to read "BAH".
Section 3-C-8.	Changes references to "no-cost" to read "no entitlement".
Section 3-C-11.b.	Deletes last sentence stating the only Coast Guard OUTCONUS unusually arduous sea duty vessels are homeported in Hawaii.
Section 3-C-13	Expands BAH entitlement policy for members recalled from retirement.
Section 3-D-3.a.(2).	Adds new note 2 for members assigned to the same or adjacent duty station.
Section 3-D-3.e.	Incorporates ALCOAST 089/02 authorizing BAH without dependents to E4 members assigned to career sea pay eligible vessels.
Figure 3-7	a. Modifies Rule 6 and inserts rule 7 when BAH without is/is not authorized for E4 and above when vessel is deployed away from its homeport upon PCS reporting. Rules 8-27 renumbered. b. Note 10 - Changes time period from 90 days to 30 days.
Figure 3-9	Incorporates BAH-II, BAH-Differential, and BAH-Partial rates effective 1 Jan 2002.
Section 3-E-1.d.	Adds policy when members with dependents are entitled to BAH.
Section 3-E-4.c.(6) - (7)	Modifies time period for members that occupy government quarters from 90 to 30 days.
Sections 3-E-4.c-g.	Format lettering corrected to read 3-E-4.b-f.
Figure 3-12	a. Rule 15. Clarifies policy when one, or both dependents, are dependent parents of the members, both members may not receive the BAH with-dependents allowance, if otherwise entitled. b. Rule 16. Modifies time period from 90 days to 30 days.
Section 3-F-5.c.	Clarifies BAH Differential (BAH-DIFF) policy.
Section 3-F-5.d.	
Section 3-F-5.d.(1)	
Section 3-F-5.e.	
Section 3-F-5.f.	Replaces "BAH-II rates" with "BAH-DIFF rates".

CHAPTER 3 (cont'd)	
Figure 3-11, Note 1	Modifies time period from 90 days to 30 days.
Section 3-G-2.c.	a. Clarifies the "Unaccompanied Tour" definition. b. Removes the "All Others" tour definition.
Section 3-G-9	Incorporates policy when FSA-R is authorized due to dependents medical conditions.
Figure 3-17	a. References to "all others" tour changed to read "unaccompanied" tour. b. References to "with command sponsored dependents" tour changed to read "accompanied" tour. c. Clarifies rules 9 and 10 when FSH is/is not payable.
Figure 3-19	Adds rule 24 when FSA-R is authorized when dependents are unable to accompany the member on a PCS due to certified medical reasons.
Figure 3-24	Updates rules 9 and Note 7 to indicate Commandant – designated Command Master Chiefs (CMC) in accordance with Commandant Instruction 1306.1A; Command Master Chief Program.
Figure 3-21	Rules 1, 2, and 5 modified to reflect the DOD FMR, FSA-R policy.
Section 3-K-3.b.(1)	Changes "$200.00" to read "$400.00".
Section N	Incorporates ALCOAST 223/01, Family Subsistence Supplemental Allowance (FSSA).

CHAPTER 4		
Figure 4-2 - Phase-II Designated Hardship Duty Pay Locations		
Effective	Country	Monthly Rate
1 Apr 02	Albania	$150
18 Apr 02	Antigua	$50
18 Apr 02	Ascension AAF	$150
1 Jan 02	Burma	$150
1 Dec 01	Colombia	$50
18 Apr 02	Egypt	$50
18 Apr 02	Ethiopia	$100
1 Dec 01	Haiti	$100
18 Jan 02	Jordan	$150
18 Jan 02	Kuwait, Kuwait City	$0
18 Jan 02	Kuwait, Other	$50
1 Nov 01	Kyrgyzstan	$100
1 Apr 02	Oman, Other	$100
1 Jan 02	Peru	$150
1 Apr 02	Two sub-areas of Qatar: Al Udeid AB, Camp Snoopy and Camp As Syliyah Other	 $50 $0
1 Nov 01	Uzbekistan	$100
18 Jan 02	Yemen	$50

CHAPTER 4 (cont'd)	
Figure 4-6	Rule 7 amended to authorize Career Sea Pay - Level I to TD/TAD members afloat.
Section 4-H-3.	Locations incorporated into Figure 4-8 – Designated Hostile Fire or Imminent Danger Pay Areas (HF/ID)
Figure 4-8	Changed to Figure 4-9.
Section 4-H-4.	Figure 4-8 changed to read figure 4-9.
Section 4-H-8.b.	Figure 4-8 changed to read figure 4-9.

CHAPTER 5	
Section 5-E-7	Changes second sentence to clarify installment payments of the Career Status Bonus (CSB).

CHAPTER 6	
Section B	Incorporates ALCOAST 446/01, Servicemembers' Group Life Insurance – Family Coverage.
Section G	Incorporates ALCOAST 462/01, Uniformed Services Thrift Savings Plan.

CHAPTER 7	
Chapter 7 changes made in conjunction with PeopleSoft implementation.	
Section 7-A-4.e.	Deletes second sentence.
Section 7-A-8.	Deletes first sentence.
Figure 7-1	Second chart, first row, first column, deletes "(limited to six)" after Discretionary Allotments.

CHAPTER 8	
Section 8-B-2.e.	Incorporates Executive Order 13239 of 12 Dec 2001 designating these countries, including the airspace above, as combat zones: Effective 19 Sep 2001 - Afghanistan, Pakistan, Tajikistan, and Jordan. Effective 1 Oct 2001 - Kyrgystan and Uzbekistan.
Section 8-C-3.	Incorporates 2002 FICA tax rates.

CH-3 COAST GUARD PAY MANUAL, COMDTINST M7220.29A
SUMMARY OF CHANGES

CHAPTER 9	
Sections 9-D-3.a, e, and f.	Amends policy to authorize the CO, or their designee, to approve the Advances Worksheet, CG HRSIC-2010.
Section 9-D-3.d.	Removes "Leave Rations" in accordance with ALCOAST 596/01.
Section 9-D-4.a.	Adds the following (4) through (8) items: (4) Forfeitures of pay. (5) Montgomery GI Bill deductions. (6) Dependent Dental Plan deductions. (7) Garnishment, mandatory support allotment, and bankruptcy deductions. (8) TSP deductions (basic pay deductions only).
Section 9-D-4.b.	Adds the following (5) through (9) items: (5) Forfeitures of pay. (6) Montgomery GI Bill deductions. (7) Dependent Dental Plan deductions. (8) Garnishment, mandatory support allotment, and bankruptcy deductions. (9) TSP deductions (basic pay, special pay, incentive pay, and bonuses)

CHAPTER 10	
Section 10-A-1.a	Add new section 10-A-1.a.(3).
Section 10-A-1.a.(3)	Adds policy section for payment of lump sum leave to reservists on active duty for 31-365 days.
Section 10.K.4	Changes "TD Form 1099-MISC"to read "TD Form 1099-R".

CHAPTER 11	
Section 11-A-2.c.	Adds TSP-Thrift Savings Plan.
Figure 11-7	Adds new Rule 3 "Thrift Savings Plan".

CHAPTER 12	
Section 12-E.	Incorporates ALCOAST 596/01 establishing reserve enlisted BAS policy.
Section 12-P-1	Changes section 6-B to read 6-C.
Section 12-S	Changes section 6-C to read 6-D.
Section 12-T	Changes section 6-D to read 6-E.

CHAPTER 15	
Section 15-A-1	Amends policy on Coast Guard cadet pay calculation.

CHAPTER 16	
Section 16-A-10.b	Incorporates special compensation to members retired for disability.
Section 16-A-10.b.	New section added.
Section 16-A-10.c.	Section changed to read 16-A-10.d.
Figure 16-3 (New)	Table of Rates for Special Compensation.

CH-3 COAST GUARD PAY MANUAL, COMDTINST M7220.29A
SUMMARY OF CHANGES

INDEX	
Page I-3	Inserts Family Subsistence Supplemental Allowance (FSSA).
Page I-6	Inserts Servicemembers' Group Life Insurance (SGLI) – Family Coverage.
Page1-7	Inserts Uniformed Services Thrift Savings Plan.

U. S. COAST GUARD PAY MANUAL

TABLE OF CONTENTS

Page

Table of Figures ii

Chapter 1 Introduction to Coast Guard Pay 1-1

Chapter 2 Basic Pay 2-1

Chapter 3 Allowances 3-1

Chapter 4 Special Pay 4-1

Chapter 5 Incentive Pay 5-1

Chapter 6 Deductions 6-1

Chapter 7 Allotments From Pay 7-1

Chapter 8 Taxes 8-1

Chapter 9 Payment of Military Personnel 9-1

Chapter 10 Separation Payments and Claims 10-1

Chapter 11 In-Service Debt Collection 11-1

Chapter 12 Reserve Pay and Allowances 12-1

Chapter 13 Payments to Members of Other Uniformed Services 13-1

Chapter 14 Out of Service Debt Collection 14-1

Chapter 15 Cadet Pay and Allowances 15-1

Chapter 16 Retired Pay 16-1

Enclosure (1) Forms E-1

Index I-1

Coast Guard Pay Manual -Table of Figures

Chapter 2 Page

Figure 2-1 – Monthly Rates of Basic Pay – 1 January 2002 2-7
Figure 2-2 – When Active Duty Begins 2-9
Figure 2-3 – Increase in Pay on Promotion 2-10
Figure 2-4 – Authorized Absence – Effect on Pay and Allowances 2-20
Figure 2-5 – Unauthorized Absence and other Lost Time Effect on Pay and Allowances 2-24
Figure 2-6 – Rules for Determining whether Absence is Unavoidable 2-25
Figure 2-7 – Allowable Travel Time – Travel between places within the Continental United States 2-28

Chapter 3 Page

Figure 3-1 – Specific Condition of BAS Entitlement and Non-entitlement – Officers 3-2
Figure 3-2 – BAS Entitlement – Enlisted Member – Permanent Station 3-6
Figure 3-3 – BAS Entitlement – Enlisted Member – leave and Unauthorized Absence 3-7
Figure 3-4 – BAS Entitlement – Enlisted Members – Travel Status, including Permissive Travel Orders, Proceed Time, and Hospitalization 3-8
Figure 3-5 – Meal Collection Rates 3-9
Figure 3-6 – Location of BAH Rate is Based Upon – Members Without Dependents 3-24
Figure 3-7 – BAH Entitlements – Members Without Dependents 3-25
Figure 3-8 – Location of Member's BAH Rate is Based Upon – Members of Reserve Components 3-29
Figure 3-9 – Monthly Rate of BAH-II, BAH-DIFF, and Partial BAH – Effective 1 Jan 2002 3-30
Figure 3-10 – Location of Member's BAH Rate is Based Upon – Member's With Dependents 3-37
Figure 3-11 – BAH Entitlement; Members with Dependents Entitled to Basic Pay 3-40
Figure 3-12 – BAH Entitlement at Permanent Stations for Spouses in Uniformed Service – Family Type Quarters not Assigned 3-42
Figure 3-13 – Date to Start BAH – Members With Dependents 3-44
Figure 3-14 – Date to Stop BAH – Changes in Dependency Status 3-45
Figure 3-15 – Date to Stop BAH – Other than Changes in Dependency Status 3-46
Figure 3-16 – Determining Relationship of Dependency for BAH Entitlement 3-60
Figure 3-17 – Family Separation Housing; Conditions of Entitlement 3-73
Figure 3-18 – Family Separation Housing; Conditions Affecting Entitlement 3-75
Figure 3-19 – FSA Conditions of Entitlement 3-76
Figure 3-20 – FSA Start Dates 3-78
Figure 3-21 – FSA-R Overseas Assignment 3-79
Figure 3-22 – Date to Stop FSA 3-81
Figure 3-23 – Civilian Clothing Monetary Allowance; Conditions of Entitlement and Rate Payable Effective 1 October 1999 3-85
Figure 3-24 – Entitlement to Supplementary Clothing Maintenance Allowance (SUPP CMA) Rates Rules 1 through 11 effective 1 October 2001 3-86
Figure 3-25 – Entitlement to Clothing Maintenance Allowance (Basic or Standard) 3-87
Figure 3-26 – Entitlement to Reserve Clothing Maintenance Allowances (Reserve Basic or Reserve Standard) 3-88
Figure 3-27 – Clothing Maintenance Allowances – Rates Payable for Active Duty and Reserve (Per Paid Drill) effective 1 October 2001 3-89

Coast Guard Pay Manual -Table of Figures

Chapter 4 Page

Figure 4-1 – Hardship Duty Pay – Phase-I Location Areas 4-5
Figure 4-2 – Hardship Duty Pay – Phase-II Location Areas 4-12
Figure 4-3 – Hardship Duty Pay – Location; Conditions of Entitlement 4-18
Figure 4-4 – Monthly Career Sea Duty Pay Rates -Prior to 1 Oct 2001 4-22
Figure 4-5 – Monthly Career Sea Duty Pay Rates – Effective 1 Oct 2001 4-23
Figure 4-6 – Career Sea Pay – Conditions of Entitlement 4-24
Figure 4-7 – Special Pay for Diving Duty – Conditions of Entitlement 4-31
Figure 4-8 – Designated Hostile Fire or Imminent Danger Pay Areas (HF/ID) 4-34
Figure 4-9 - Special Pay for Duty Subject to Hostile Fire or Imminent Danger (HF/ID) – Conditions of Entitlement. 4-38

Chapter 5 Page

Figure 5-1 – Monthly Incentive Pay Rates (ACIP) and Crew Member Flying Incentive Pay Rates 5-23
Figure 5-2 – Time of Aerial Flight Required for Fractional Part of Month 5-24
Figure 5-3 – Flight Examples Involving Basic 3-Month Grace Periods 5-25
Figure 5-4 – Flight Examples Involving 3-Month Periods and Excess Time 5-26
Figure 5-5 – Right to Flying Pay or ACIP Under Certain Conditions 5-27

Chapter 6 Page

Figure 6-1 – Effective Dates of SGLI Coverage and Deductions 6-7
Figure 6-2 – Execution of Courts-Martial Sentences; Appellate Review Requirements 6-16
Figure 6-3 – Suspension, Remission, Setting Aside and Mitigation of Nonjudicial Punishment 6-19

Chapter 7 Page

Figure 7-1 – Authorized Allotment Purposes and Periods 7-4
Figure 7-2 – Purchase of U.S. Savings Bonds – Effective 1 Feb 1988 (Series EE) 7-6
Figure 7-3 – Purchase of U.S. Savings Bonds – Effective 1 Jun 1988 (Series I) 7-6

Chapter 8 Page

Figure 8-1 – Taxability of Items of Military Pay or Allowances 8-3
Figure 8-2 – States having Treasury Agreements for State Tax Withholding 8-5
Figure 8-3 – Effect of Punishment, Absence, and Non-pay Status on FICA Tax 8-7

Chapter 10 Page

Figure 10-1 – Payment of Accrued Leave – Officers and Enlisted Members; Separation Without Immediate Reentry on Active Duty 10-5
Figure 10-2 - Payment of Accrued Leave – Officers; Separation With Immediate Reentry on Active Duty 10-6
Figure 10-3 – Payment of Accrued Leave – Enlisted Members; Separation With Immediate Reentry on Active Duty 10-7
Figure 10-4 – Payment of Accrued Leave – Enlisted Members Extension of Enlistment; Discharge and Reenlistment before Extension is Completed 10-8
Figure 10-5 – Entitlement to Discharge Gratuity 10-11

Coast Guard Pay Manual -Table of Figures

Chapter 11 Page

Figure 11-1 – Indebtedness Due to Erroneous Payments, GAO Disallowances, and Notices of Exception 11-11
Figure 11-2 – Indebtedness Due to Loss of Public Funds 11-12
Figure 11-3 – Indebtedness Due to Loss or Damage to Public Property or Supplies 11-13
Figure 11-4 – Indebtedness to Individuals and Government Instrumentalities and Agents 11-14
Figure 11-5 – Miscellaneous Indebtedness to the United States 11-15
Figure 11-6 – Rates of Collection 11-16
Figure 11-7 – Priority of Deduction and Collections 11-17

Chapter 12 Page

Figure 12-1 – Disability Entitlement for Reserve Members (After 29 Sep 1988) 12-9

Chapter 16 Page

Figure 16-1 – Converting Years and Months of Service to Multiplier Percentage for a Member who first became a member of a uniformed service on or before 31 Jul 1986 and who did not if eligible elect a Career Status Bonus (CSB) per section 5-E of this Manual 16-11
Figure 16-2 - Converting Years and Months of Service to Multiplier Percentage for a Member who first became a member of a uniformed service on or after 1 Aug 1986 and have elected to receive a Career Status Bonus (CSB) per section 5-E of this Manual 16-12
Figure 16-3 - Table of Rates for Special Compensation 16-13

CHAPTER 2. COMPUTATION OF SERVICE/BASIC PAY

A. Service Creditable.

1. Service Creditable. Under the authority of 37 USC 205, compute a member's cumulative years of service for the purpose of determining the member's rate of basic pay by adding all periods of active and inactive service as a commissioned officer, warrant officer, or enlisted member in any Regular or Reserve component of a Uniformed Service. This includes, but is not limited to the following:

   a. Academy Teaching Staff. A person who is appointed as a professor, associate professor, assistant professor, or instructor may include any time served as a member of the civilian teaching staff at the Coast Guard Academy under the provisions of 14 USC 191.

   b. Former Lighthouse Service. After 1 Jul 1948, include all service in the Lighthouse Service for members who were commissioned, appointed, or enlisted in the Coast Guard under the provisions of 14 USC 432 (28 Comp Gen 347).

   c. Former Bureau of Marine Inspection and Navigation and Bureau of Customs. Include service in the former Bureau of Marine Inspection and Navigation (including its predecessors) and Bureau of Customs for members who were commissioned, appointed, or enlisted in the Coast Guard under the provisions of 14 USC 433.

   d. Temporary Member of the Coast Guard Reserve. Include full time active duty performed as a temporary member of the Coast Guard Reserve (37 Comp Gen 838). Periods during which no duty was assigned or performed may not be counted (23 Comp Gen 164).

   e. SPAR Broken Service. The provisions of 10 USC 1332 granted constructive service for the period 25 Jul 1947 to 1 Nov 1949 to a member who served on AD in the Coast Guard Women's Reserve at least 1 year prior to 25 Jul 1947 provided she was a member thereof for any period between 1 Nov 1949 and 1 Jul 1956. This constructive service may be included for pay accruing after 30 Jun 1962 (Public Law 87-482, 12 June 1962).

   f. Aviation Cadet Service. Include active service in the appointive grade of aviation cadet and service as an enlisted aviation cadet on and after 4 Aug 1942 (31 Comp Gen 610 and 32 Comp Gen 473).

   g. National Oceanic and Atmospheric Administration. Include service in the current grades of ensign and above and service as a deck officer or junior engineer. This includes periods served in the former Environmental Science Services Administration or Coast and Geodetic Survey. It does not include service as a ship keeper, seaman, fireman, oiler, etc., under "shipping articles" (24 Comp Gen 829 and 25 Comp Gen 680).

   h. Cadet and Midshipmen Service. Cadet or midshipman service is creditable in computing pay of enlisted members only (29 Comp Gen 331, 31 Comp Gen 528 and 10 USC 971, 37 USC 205(6)). In addition, an enlisted member who was appointed Midshipman, Merchant Marine Reserve, U.S. Naval Reserve, may count such service which was served concurrently with inactive service in the Naval Reserve (38 Comp Gen 797).

i. Service Attained Prior to Statutory Enlistment Age. Any service which is otherwise creditable may be counted even if the service was performed before a member attained the statutory age for enlistment. Such service may not be counted if it is determined to be fraudulent and is voided for that reason.

j. Pay Grades OlE, O2E and O3E. A commissioned officer in pay grade O1, O2, or O3, is entitled to the special rate of pay for O1E, O2E, or O3E, if the officer has had over 4 years of active service as a warrant officer or an enlisted member (combination of the two may be used after 30 Sep 83). In computing active enlisted service, include active duty for training (ADT) as an enlisted member (38 Comp Gen 68). Do not count active service in a dual status (temporary officer - permanent enlisted) (38 Comp Gen 68). Effective 28 Dec 2001, the special rate of pay for O1E, O2E, or O3E, is payable to a commissioned officer who earned 1,460 retirement points while in an enlisted or warrant officer status.

k. Service on the Retired List. A retired member who is recalled to active duty may count inactive service on a retired list of any of the Uniformed Services, however, this only applies for longevity purposes. This includes the temporary disability retired list.

l. Retention for Medical Care. Any period on and after 12 Dec 1941 when an enlisted member of the Armed Forces is retained in service, after expiration of term of service, for medical treatment or hospitalization for disease or injury incident to service and not due to the member's misconduct (10 USC 507).

m. Delayed Entry Program.

(1) On and before 31 Dec 1984, time served as a member of a Reserve component under a delayed entry program prior to entry on active duty or ADT.

(2) On and after 29 Nov 1989, when a member performs inactive-duty training before beginning service on active-duty or active duty for training and is a member of a Reserve component under an enlistment under 10 USC 511 (b) or (d).

(3) On and after 29 Nov 1989, while a member of a Reserve Component under an enlistment under 10 USC 513, those periods of active service performed before the member is ordered to active duty under 10 USC Chapter 39 or another provision of law.

n. Making Up Lost Time. After returning to full duty, an enlisted member is liable to make up time lost. The time served to make up lost time is creditable service. If a member is retained, for trial or to serve sentence, beyond the normal expiration of enlistment and is not restored to a full duty status, this does not count as making up time last and is not creditable.

2. Prior Service. If a member claims prior service, submit a request for statement of creditable service to HRSIC as prescribed in section 5-C-3, Personnel and Pay Procedures Manual, HRSICINST M1000.2 (series).

Monthly Rates of Basic Pay Effective 1 Jan 2002

PAY GRADE	CUMULATIVE YEARS OF SERVICE														
	<2	2	3	4	6	8	10	12	14	16	18	20	22	24	26
	COMMISSIONED OFFICERS														
	<2	2	3	4	6	8	10	12	14	16	18	20	22	24	26
O10	8944.80	9259.50	9259.50	9259.50	9259.50	9614.70	9614.70	10147.50	10147.50	10147.50	10873.80	11601.90	11659.20	11901.30	12324.00
O9	7927.50	8135.10	8308.50	8308.50	8308.50	8519.70	8519.70	8874.30	8874.30	9614.70	9614.70	10147.50	10293.60	10504.80	10873.80
O8	7180.20	7415.40	7571.10	7614.90	7809.30	8135.10	8210.70	8519.70	8608.50	8874.30	9259.50	9614.70	9852.00	9852.00	9852.00
O7	5966.40	6371.70	6371.70	6418.20	6657.90	6840.30	7051.20	7261.80	7472.70	8135.10	8694.90	8694.90	8694.90	8694.90	8738.70
O6	4422.00	4857.90	5176.80	5176.80	5196.60	5418.90	5448.60	5448.60	5628.60	6305.70	6627.00	6948.30	7131.00	7316.10	7675.20
O5	3537.00	4152.60	4440.30	4494.30	4673.10	4673.10	4813.50	5073.30	5413.50	5755.80	5919.00	6079.80	6262.80	6262.80	6262.80
O4	3023.70	3681.90	3927.60	3982.50	4210.50	4395.90	4696.20	4930.20	5092.50	5255.70	5310.60	5310.60	5310.60	5310.60	5310.60
O3	2796.60	3170.40	3421.80	3698.70	3875.70	4070.10	4232.40	4441.20	4549.50	4549.50	4549.50	4549.50	4549.50	4549.50	4549.50
O2	2416.20	2751.90	3169.50	3276.30	3344.10	3344.10	3344.10	3344.10	3344.10	3344.10	3344.10	3344.10	3344.10	3344.10	3344.10
O1	2097.60	2183.10	2638.50	2638.50	2638.50	2638.50	2638.50	2638.50	2638.50	2638.50	2638.50	2638.50	2638.50	2638.50	2638.50
	COMMISSIONED OFFICERS WITH OVER 4 YEARS ACTIVE DUTY SERVICE AS AN ENLISTED MEMBER OR WARRANT OFFICER														
	<2	2	3	4	6	8	10	12	14	16	18	20	22	24	26
O3E	0.00	0.00	0.00	3698.70	3875.70	4070.10	4232.40	4441.20	4617.00	4717.50	4855.20	4855.20	4855.20	4855.20	4855.20
O2E	0.00	0.00	0.00	3276.30	3344.10	3450.30	3630.00	3768.90	3872.40	3872.40	3872.40	3872.40	3872.40	3872.40	3872.40
O1E	0.00	0.00	0.00	2638.50	2818.20	2922.30	3028.50	3133.20	3276.30	3276.30	3276.30	3276.30	3276.30	3276.30	3276.30
	WARRANT OFFICERS														
	<2	2	3	4	6	8	10	12	14	16	18	20	22	24	26
W5	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	00.0	4965.60	5136.00	5307.00	5478.60
W4	2889.60	3108.60	3198.00	3285.90	3437.10	3586.50	3737.70	3885.30	4038.00	4184.40	4334.40	4480.80	4632.60	4782.00	4935.30
W3	2638.80	2862.00	2862.00	2898.90	3017.40	3152.40	3330.90	3439.50	3558.30	3693.90	3828.60	3963.60	4098.30	4233.30	4368.90
W2	2321.40	2454.00	2669.80	2654.10	2726.40	2875.20	2984.40	3093.90	3200.40	3318.00	3438.90	3559.80	3680.10	3801.30	3801.30
W1	2049.90	2217.60	2330.10	2402.70	2511.90	2624.70	2737.80	2850.00	2963.70	3077.10	3189.90	3275.10	3275.10	3275.10	3275.10
	ENLISTED MEMBERS														
	<2	2	3	4	6	8	10	12	14	16	18	20	22	24	26
E9	0.00	0.00	0.00	0.00	0.00	0.00	3423.90	3501.30	3599.40	3714.60	3830.40	3944.10	4098.30	4251.30	4467.00
E8	0.00	0.00	0.00	0.00	0.00	2858.10	2940.60	3017.70	3110.10	3210.30	3314.70	3420.30	3573.00	3724.80	3937.80
E7	1986.90	2169.00	2251.50	2332.50	2417.40	2562.90	2645.10	2726.40	2808.00	2892.60	2975.10	3057.30	3200.40	3292.80	3526.80
E6	1701.00	1870.80	1953.60	2033.70	2117.40	2254.50	2337.30	2417.40	2499.30	2558.10	2602.80	2602.80	2602.80	2602.80	2602.80
E5	1561.50	1665.30	1745.70	1828.50	1912.80	2030.10	2110.20	2193.30	2193.30	2193.30	2193.30	2193.30	2193.30	2193.30	2193.30
E4	1443.60	1517.70	1599.60	1680.30	1752.30	1752.30	1752.30	1752.30	1752.30	1752.30	1752.30	1752.30	1752.30	1752.30	1752.30
E3	1303.50	1385.40	1468.50	1468.50	1468.50	1468.50	1468.50	1468.50	1468.50	1468.50	1468.50	1468.50	1468.50	1468.50	1468.50
E2	1239.30	1239.30	1239.30	1239.30	1239.30	1239.30	1239.30	1239.30	1239.30	1239.30	1239.30	1239.30	1239.30	1239.30	1239.30
E1 >4	1105.50	1105.50	1105.50	1105.50	1105.50	1105.50	1105.50	1105.50	1105.50	1105.50	1105.50	1105.50	1105.50	1105.50	1105.50
E1 <4	1022.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Notes:

1. Monthly basic pay for O7 through O10 is limited to $11,516.70, the rate payable for Level III of the Executive Schedule.

2. Monthly basic pay for O6 and below is limited to $10,133.40, the rate payable for Level V of the Executive Schedule.

3. While serving as the Master Chief Petty Officer of the Coast Guard, the monthly basic pay is $5,382.90, regardless of years of service. This pay rate is payable for up to a maximum of 60 days while on terminal leave pending retirement.

FIGURE 2-1

E. Commencement of Active Duty Pay.

1. When Entitled to Basic Pay. The pay of service members is prescribed by 37 USC 1009 and implemented by Executive Order. Members are entitled to receive pay according to their pay-grades and years' service when they are on active duty in a pay status and not prohibited by law from receiving such pay. The pay grade to which a member is assigned is prescribed by 37 USC 201. A cadet at the Coast Guard Academy is entitled to a rate of pay as authorized in Chapter 15 of this Manual.

2. Employment of Members in Another Capacity. Unless otherwise provided by law, a member may not be employed in another capacity by the Government, and receive pay, other than the pay and allowances which accrue by reason of the member's military status. However, the member may be employed on a voluntary basis during off-duty hours in connection with non-appropriated fund activities. Refer to 5 USC 5536 and 46 Comp Gen 400 (1966).

3. Original Appointment of Officers. Pay and allowances accrue from the date of acceptance of appointment as a permanent or temporary officer. The normal method of acceptance is taking the oath of office. Commencement of travel in compliance with an order is considered acceptance for pay purposes. However, do not make payment until formal signing of the oath of office. Refer to 60 Comp Gen 143 (1980). Refer to figure 2-2 for specifics and for Coast Guard Academy graduates.

4. Enlisted Members. Commence pay and allowances of the rate in which an enlisted member enlists or reenlists in the Regular Coast Guard with the date of enlistment or reenlistment.

5. Reserve Members. Instructions governing commencement of pay and allowances of Reserve members while on active duty are in section 2-K-2. For reserve members performing active duty and inactive duty for training (IDT), see Chapter 12 of this Manual.

6. Recalled Retired Members. Commence active duty pay for a recalled retired member as prescribed in section 2-K. Payment restrictions are: A retired member who is drawing a pension, disability compensation, etc., by virtue of the member's own service may not receive compensation (including allowances for subsistence, quarters, and travel) for performance of active duty until the member has executed the Waiver of Pension/Disability Compensation or Retired Pay.

7. Promotions. Effective date of pay for the grade to which a member is advanced is contained in figure 2-3

CHAPTER 3

ALLOWANCES

TABLE OF CONTENTS

Page

Section A – Basic Allowance for Subsistence (BAS) – Officers 3-1

Section B – Basic Allowance for Subsistence (BAS) –Enlisted 3-3

Section C – Basic Allowance for Housing (BAH) 3-10

Section D – Basic Allowance for Housing (BAH) – Members Without Dependents 3-17

Section E – Basic Allowance for Housing (BAH) – Members With Dependents..... 3-31

Section F – Basic Allowance for Housing (BAH) - Determination of Dependency 3-47

Section G – Family Separation Allowances (FSH and FSA) 3-62

Section H – Station Allowances Outside the United States..... 3-82

Section I – Clothing Allowances for Regular Officers..... 3-82

Section J – Clothing Allowances for Enlisted Members 3-83

Section K – Uniform Allowances for Reserve Officers 3-90

Section L – Personal Money Allowance..... 3-92

Section M – Cost-Of-Living Allowance for Members Assigned To High-Cost Areas in CONUS (CONUS COLA) 3-93

Section N – Family Subsistence Supplemental Allowance (FSSA)..... 3-94

CHAPTER 3. ALLOWANCES

A. Basic Allowance for Subsistence (BAS)-Officers.

1. Authority. Under the provisions of 37 USC 402, officers entitled to basic pay are entitled to BAS at all times, except as indicated in figure 3-1.

2. Rate Payable. Effective 1 Jan 2002, the monthly BAS rate for officers is $166.37, regardless of grade or dependency status. This allowance is computed on a monthly basis in the same manner as basic pay.

3. Payment for Meals Required. An officer is required to pay cash for meals obtained in a Government mess. If an officer is recently deceased, mentally incompetent or otherwise incapable of paying for meals furnished in a hospital or other Government mess, or Government contracted mess, a checkage against the officer's pay account through PMIS/JUMPS may be executed. Use the Pay Adjustment Authorization (DD-139) to document the checkage.

Specific Conditions of Officer BAS - Entitlement and Non-entitlement

RULE	A	B	C	D
	When an officer is	and the officer has	and	the officer is
1	in excess leave status (37 USC 502)			not entitled to BAS
2	training for, attending or participating in Pan-American games, Olympic games or other international amateur sports competition (37 USC 420)	dependents	member is subsisted during such periods by the sponsoring agency	entitled to BAS
3		no dependents		not entitled to BAS
4	absent without authority for more than 24 hours at any one time (37 USC 503)		the absence is not excused as unavoidable	not entitled to BAS (note 1)
5	on approved education leave of absence not to exceed two years (10 USC 708)			not entitled to BAS
6	subsisted in a government mess (other than field duty)			entitled to BAS (note 2)
7	serving on field duty or temporary field assignment, essential unit messing, group travel, sea duty or temporary afloat assignment while underway		is furnished meals	entitled to BAS (notes 2, 3 and 4)
8	in confinement, awaiting trial by court-martial, serving court-martial sentence to forfeit basic pay but not allowances, serving court-martial sentence which includes total forfeitures but sentence is set aside			entitled to BAS
9	serving a court-martial sentence that includes an approved (by the convening authority) forfeiture of pay and allowances (10 USC 857)			not entitled to BAS

Notes:

1. An officer is not entitled to BAS for the same number of days that basic pay is forfeited.
2. Officers will pay for their meals at the prescribed rates (see Figure 3-5).
3. Meals provided from closed or private messes (e.g., traditional wardroom mess) will be paid in cash by the officer at the rate prescribed by the mess treasurer.
4. Field duty is all duty under orders with troops operating against an enemy, actual or potential; or serving with troops participating in maneuvers, war games, field exercises, or similar types of operations

FIGURE 3-1

B. Basic Allowance for Subsistence (BAS) – Enlisted Members.

1. Authority. Under the provisions of 37 USC 402, effective 1 Jan 2002, all enlisted members entitled to basic pay have a continuous entitlement to BAS except when they are:

   a. Recruits attending basic military training (BMT).

   b. Members attending officer training (Officer Candidate School, Officer Training School) or Reserve Officer Candidate Indoctrination (ROCI) who do not have continuous prior active duty or reserve enlisted service (i.e., were not in an active duty or ready reserve status immediately prior to receiving orders to OCS or ROCI). [Enlisted members (active or reserve) with no break in service prior to assignment to OCS or ROCI are entitled to receive ENL BAS and will be charged for meals at the discount meal rate while at OCS.]

   c. In an excess leave status (37 USC 502).

   d. In an absent without leave status, unless the absence is excused as unavoidable (37 USC 503).

   e. On approved educational leave of absence not to exceed 2 years (10 USC 708).

   f. A member with no dependents training for, attending or participating in Pan American games, Olympic games, or other specifically authorized international amateur sport competitions and subsisted during that period by a sponsoring agency (37 USC 420).

   g. Serving a court-martial sentence that includes an approved (by the convening authority) forfeiture of pay and allowances (10 USC 857).

2. Specialized Terms. The following terms apply to BAS determinations:

   a. Appropriated Fund (APF) Dining Facility. A generic term used in lieu of government mess, general mess, dining hall, dining activity, dining facility, mess hall, galley, field kitchen, flight kitchen, or similar terms used to describe dining facilities funded totally by appropriated funds. It excludes activities operated by non-appropriated fund instrumentalities such as an officer's mess, club, organized mess and all similar terms.

   b. Essential Station Messing (ESM). Messing declared by the installation, base, or station commander responsible for single government quarters and messing as essential for the efficient and economical operation of the APF dining facility or necessary for the health and safety of enlisted personnel permanently assigned to single quarters.

   c. Essential Unit Messing (EUM). Any group messing declared by appropriate authority as essential for operational readiness, the conduct of military operations or necessary for the effective conduct of training where members are required to use messing provided by or on behalf of the government (e.g. deployed port security unit (PSU), class "A" school, officer candidate school (OCS), or field duty). Members may receive travel reimbursements for incidental expenses, but not for subsistence. Designation for essential unit messing shall be applied only to organizational units and to operational elements and detachments, not to individual service members.

d. Field Duty. Any maneuvers, war games, field exercises, or similar operations where a member is assigned to a unit being subsisted in a dining facility operated by or on behalf of the government or with an organization drawing field rations. Members assigned to field duty may, but do not necessarily have to be, under orders that authorize per diem.

e. Government Furnished Meals. Applies to all meals that are provided as subsistence in kind, or meals or rations furnished by or on behalf of the U.S. Government. Meals or rations furnished without charge by a government contractor or a foreign government, or through a fellowship, grant or intern program while a member is receiving basic pay, either under the terms of a contract or agreement or on a complimentary basis, are considered to be furnished on behalf of the U.S. Government. When members are assigned to circumstances where mandatory pay account collections are required for government furnished meals made available, these collections will be made whether the meals are eaten or not.

f. Sea Duty. Service performed in a self-propelled vessel that is in an active status, in commission or in service, and is equipped with berthing and messing facilities. Applies to members who are either permanent party or aboard for temporary duty.

g. Subsisted-In-Kind. Applies to members who are not entitled to BAS and are furnished meals or rations at no charge from an appropriated fund dining facility or are subsisted at no charge on behalf of the government.

h. Pay-As-You-Go (PAYGO). Applies to members who are charged for only the meals that they actually eat in an APF dining facility.

3. Charges For Government Provided Meals. All members must pay for any government furnished meals during any period they are entitled to BAS. Certain assignments require mandatory pay account collection for government furnished meals made available (i.e., Essential Station Messing (ESM), Essential Unit Messing (EUM), field duty, sea duty, or group travel). Pay account collections in these situations will be made at the discount meal rate. See Figure 3-5. Members who are furnished government meals, who do not have such meals deducted from their pay, shall pay for the meals in cash to the Appropriated Fund Dining Facility. If cash payment is not made, the Appropriated Fund Dining Facility must issue a Pay Adjustment Authorization (PAA) to HRSIC for pay checkage.

4. Types of BAS. Effective 1 Jan 2002, there are two enlisted BAS rates. BAS is computed on a monthly basis in the same manner as basic pay.

a. Enlisted BAS (ENL BAS). All enlisted members, except those described in section 3-B-4.b, shall be paid Enlisted BAS (ENL BAS) at a rate of $241.60 per month.

b. Regular BAS (REG BAS). Regular BAS (REG BAS) at a rate of $262.50 per month is payable to enlisted members when:

(1) There is no government dining facility available for the member at the duty station.

(2) There is a dining facility available but use of the dining facility would adversely affect the performance of the member's assigned duty and proper authority has made a determination of impracticability (i.e., a member assigned to intelligence duty whose identity must be protected).

Entitlement to REG BAS continues for a member until a permanent change of station (PCS) is executed away from the unit. The REG BAS rate will remain constant at $262.50 per month until ENL BAS equals or exceeds the REG BAS rate; at that time, the REG BAS rate will be discontinued and a single enlisted BAS rate (ENL BAS) will exist.

5. BAS Policy.

   a. All enlisted members assigned to field duty, EUM status, group travel, or attending Accession Pipeline Military Training (APMT) are entitled to ENL BAS, and will be charged for all government meals made available at the discount meal rate. See Figure 3-5.

   b. All enlisted members assigned to sea duty aboard vessels with established APF dining facilities, or contracted vessels where meals are made available on behalf of the government, are entitled to ENL BAS, and shall be placed into Essential Station Messing (ESM) status. These members will be charged for all government meals made available at the discount meal rate. See Figure 3-5.

   c. Enlisted members in grades E1 through E6 permanently assigned to single government quarters ashore are entitled to ENL BAS and may also be assigned to Essential Station Messing (ESM). These members will be charged for all government meals made available at the discount meal rate. See Figure 3-5.

   d. Enlisted members in grades E7 through E9 performing duty at an ashore installation (not field duty, EUM, group travel or attending APMT) are exempt from ESM (mandatory pay account checkage).

   e. Enlisted members performing duty at an ashore installation (not field duty, EUM, group travel or attending APMT), and not assigned to ESM, are entitled to ENL BAS and may use the APF dining facility on a Pay-As-You-Go (PAYGO) basis at the standard meal rate. See Figure 3-5.

   f. If a member is assigned to an ESM or EUM status, and assigned duties or dining facility exigencies prevent government furnished meals from being provided, discount meal rate charges will be credited back to the member for affected meals. See Figure 3-5.

   g. Members assigned to ESM or EUM status will have mandatory meal collection suspended when on leave, permanent change of station (PCS) status, hospitalization, or temporary duty (TAD/TDY) other than TAD/TDY to sea duty, field duty, EUM, or group travel.

   h. ESM will be applied uniformly for all enlisted members permanently assigned to single government quarters at the same installation, station, base or ship. Exceptions may be made only when assigned duties prevent an individual from being provided more than 20% of government furnished meals offered for periods in excess of 30 days.

   i. When members of more than one Service perform duty at an installation, the installation commander makes the BAS determinations. Such determinations are binding on all military personnel performing duty at that installation.

   j. Pay account collections for members assigned to ESM status, EUM status, field duty, sea duty, or group travel shall be made for all meals, even if the member is on liberty.

BAS Entitlement – Enlisted Members - Permanent Duty Station

RULE	A	B	C
	When an enlisted member is	and the member is in the following status	then BAS entitlement is
1	permanently or temporarily assigned to a unit with an Appropriated Fund (APF) dining facility	sea duty	ENL BAS minus DISCOUNT MEAL RATE (notes 1 and 2)
2		field duty	ENL BAS minus DISCOUNT MEAL RATE (note 1 and 2)
3		essential unit messing (e.g., deployed Port Security Unit, Class "A" School, Officer Candidate School)	ENL BAS minus DISCOUNT MEAL RATE (note 1 and 2)
4		essential station messing (E6 and below assigned to single government quarters required by the commanding officer to eat at the ADF dining facility)	ENL BAS minus DISCOUNT MEAL RATE (notes 1 and 2)
		not sea duty, field duty, essential unit messing, or essential station messing	ENL BAS (notes 3 and 4)
5	permanently assigned to a unit with no Appropriated Fund (APF) dining facility		REG BAS (notes 3 and 4)
6	at home or other non-military place awaiting orders in connection with Physical Evaluation Board proceedings (note 5)		ENL BAS (note 6)
7	serving a court-martial sentence that includes an approved (by the convening authority) forfeiture of pay and allowances		none
8	in an excess leave status		none
9	in an absent without leave status		none
10	in recruit training, or non-prior service member attending OCS		none
11	in a missing status		ENL BAS
12	training for, attending or participating in Pan American games, Olympic games, or other specifically authorized international amateur sport competitions and being subsisted by the sponsoring agency	no dependents	none
		with dependents	ENL BAS

Notes:

1. If assigned duties or dining facility exigencies prevent government furnished meals from being provided, Discount Meal Rate charges will be credited back to the member for affected meals.

2. Mandatory meal collections shall be suspended while the member is on leave, permanent change of station (PCS) status, hospitalization, or temporary duty (TAD/TDY), other than TAD/TDY to sea duty, field duty, EUM, or group travel.

3. If the member uses an APF dining facility, the member shall be charged for meals consumed at the Standard Meal Rate.

4. If a member is assigned to duties as an investigator, and use of the APF dining facility would adversely affect the mission, the member may be paid REG BAS in lieu of ENL BAS.

5. A member so ordered is required to have the leave account charged to the extent possible.

6. Entitlement begins on the date of the member's departure from the permanent unit.

FIGURE 3-2

BAS Entitlement – Enlisted Members on Leave

RULE	A	B
	When an enlisted member is	BAS is impacted as follows
1	assigned to sea duty, field duty, Essential Unit Messing, or Essential Station Messing	mandatory meal collections (at the discount meal rate) will be suspended during the period of leave
2	not assigned to sea duty, field duty, Essential Unit Messing, or Essential Station Messing	member continues to receive ENL BAS or REG BAS while on leave

FIGURE 3-3

BAS Entitlement – Enlisted members Travel Status; Including Permissive Travel Orders, Proceed Time and Hospitalization

RULE	A	B
	When an enlisted member is	then the BAS entitlement is
1	in a PCS travel status, including travel time, proceed time, or leave	ENL BAS. (notes 1 and 2)
2	hospitalized	ENL BAS minus DISCOUNT MEAL RATE.
3	on TAD/TDY to sea duty, field duty, Essential Unit Messing, or Essential Station Messing	ENL BAS for period of travel time. ENL BAS minus DISCOUNT MEAL RATE while at the TAD/TDY site. (notes 3, 4, 5, and 6)
4	on TAD/TDY to a unit other than sea duty, field duty, Essential Unit Messing, or Essential Station Messing	ENL BAS. (note 5)

Notes:

1. If a member is PCS transferred from a unit where he/she is receiving REG BAS to another unit where REG BAS is payable, the member is entitled to REG BAS while enroute PCS.

2. If government meals are provided while enroute, the member must pay cash for meals provided.

3. No DISCOUNT MEAL RATE charges will be effected if there is not an Appropriated Fund (APF) dining facility available at the TAD/TDY site.

4. Members not on per diem orders who are receiving REG BAS or ENL BAS will be charged 25 percent of the daily DISCOUNT MEAL RATE for the first and last day of such assignment. This 25 percent charge does not apply if the member transitions from one mandatory collection status to another, e.g., a member goes from an ESM unit to sea duty.

5. If a member is receiving REG BAS at the permanent duty unit, the member is entitled to REG BAS in lieu of ENL BAS.

6. For members TAD to U.S. Navy, or other U.S. Government vessels as other than passengers, or to foreign navy vessels, ESM charges will be suspended and members will settle messing charges on a PAYGO basis.

FIGURE 3-4

Meal Collection Rates – Effective 1 October 2001

RULE	A	B	C
	When a member is assigned to	the meal rate charged is	at a daily rate of
1	Sea duty, field duty, EUM, ESM, or group travel	Discount Meal Rate	$6.75 (notes 1 and 2)
2	A unit other than sea duty, field duty, EUM, ESM, or group travel	Standard Meal Rate	$8.10 (note 3)

Notes:

1. Mandatory pay account collection is required, except for periods that the member is in a leave, hospitalization, permanent change of station (PCS), or TAD/TDY status (other than TAD/TDY to sea duty, field duty, EUM, ESM, or group travel).

2. If assigned duties or dining facility exigencies prevent government furnished meals from being provided, discount meal rate charged will be credited back to the member for affected meals, as prescribed: Breakfast: $1.35; Lunch $2.70; Dinner $2.70.

3. Meal rates for individual meals are as follows: Breakfast $1.60; Lunch $3.25; Dinner $3.25.

FIGURE 3-5

C. Basic Allowance for Housing (BAH).

1. Authority for Payment. Under the provisions of 37 USC 403, effective 1 Jan 1998, in general, BAH provides to members a monthly allowance for housing. BAH is payable to members on active duty and will vary according to the grade in which serving or appointed for basic pay purposes, dependency status, and the permanent duty station (PDS) assigned. This allowance is authorized for members both "with" and "without" dependents. Applicable BAH rates are available at web site: www.dtic.mil/perdiem/bah.html.

2. Basic Allowance for Housing Definitions. BAH will consist of the following:

   a. **BAH** - BAH consists of the former allowances known as Basic Allowance for Quarters (BAQ) and Variable Housing Allowance (VHA).

   b. **BAH-II** – BAH-II is the equivalent to what used to be Basic Allowance for Quarters (BAQ). It does not vary by geographic location. It is the housing allowance, or is used to calculate the housing allowance, for members in particular circumstances, such as reservists on active duty less than 20 weeks (see figure 3-8), members with court-ordered child support, members in confinement, etc. See figure 3-9.

   c. **BAH Differential (BAH-DIFF)** – BAH-DIFF is the housing allowance amount for a member who is authorized a basic allowance for housing solely by reason of the member's payment of child support. A member is not entitled to BAH-DIFF if the monthly rate of that child support is less than the BAH-DIFF amount for their respective pay grade. See figure 3-9.

   d. **BAH Partial** – A member without dependents assigned to single-type quarters or is on field or sea duty, and is not entitled to receive a BAH, is entitled to partial BAH at the rates provided in figure 3-9.

3. Conditions of Entitlement.

   a. BAH is payable to members on active duty and will vary according to the grade in which serving or appointed for basic pay purposes, dependency status, and unless approved otherwise for a designated location by Commandant (G-WPM-2), the permanent duty station (PDS) assigned (except as otherwise provided in section 3-F-18.)

   b. A member's prior PDS is the PDS for BAH purposes from the day the member departs the old PDS through the day before the member reports to the new PDS in compliance with permanent change of station (PCS) orders (if the member had been residing in government quarters at the old PDS, the member is entitled to BAH the date of termination of government quarters). See figures 3-7 and 3-11 for further guidance.

c. For BAH payment purposes, a member's permanent duty station (PDS) is the post of duty to which a member is assigned. For vessels, the PDS is the homeport of the vessel. For members assigned ashore, it is the place to which a member is actually assigned for duty. When Coast Guard members are issued PCS orders to a parent command, then subsequently assigned for full-time duty at a secondary command; in such cases the member's permanent duty station for BAH purposes is the secondary command at which the member is actually assigned for full-time duty. **Example:** Member issued PCS orders to Activities New York, Staten Island, NY, but is assigned to full-time duty at the Regional Exam Center (REC) in Manhattan, NY. The member PDS for BAH purposes is the REC.

d. BAH is not payable to members who are assigned to quarters of the United States appropriate to the grade, rank, or rating of the member and adequate for the member and dependents, if the member is with dependents. A member without dependents assigned to single-type quarters or is on field or sea duty, and is not entitled to receive a BAH, is entitled to BAH Partial.

e. Determinations of dependency and relationships (primary dependents) are made by the commanding officer. This may be delegated to the responsible officer at the PERSRU or a designated representative (E5 or above) who is authorized to sign CG-4170A, BAH/Dependency/Emergency Data Form. Commanding Officer, Coast Guard Human Resources Service & Information Center (LGL) shall make determinations of dependency and relationships (secondary dependents and doubtful primary dependents). See figure 3-16.

f. BAH rates are determined as set forth in section 3-C-6. BAH-II rates are established by the Secretary of Defense. BAH-II is the housing allowance entitlement for members not specifically entitled to BAH in some cases.

4. Determining Dependency or Relationship for BAH Entitlements-Coast Guard Personnel. Determinations are made by section 3-F and figure 3-16.

5. Fraudulent Claims. Any member who submits a claim for BAH which contains false statements is subject to court-martial or criminal prosecution. In addition, fraudulent acceptance of benefits may cause a civilian recipient to be subject to criminal prosecution. The law provides for severe penalties of imprisonment and a fine. For military personnel, it can include a dishonorable separation, total forfeitures, and confinement.

6. Establishment of BAH Rates.

a. The Secretary of Defense determines the costs of adequate housing in a Military Housing Area (MHA) for all members of the uniformed services entitled to BAH by location. The determination for housing allowances is based upon the costs of adequate housing for civilians with comparable income levels in the same area.

b. An adjustment in the rates of BAH as a result of the Secretary's re-determination of housing costs in a MHA takes effect on 1 January of every year.

c. The amount paid for BAH the preceding year is adjusted to reflect changes during the year. This process accounts for the number of members, grade distribution, geographic distribution, base closures, unit/command movements and dependency status of members of the uniformed services entitled to the allowance from the number of such members during the preceding year.

7. BAH Rate Protection. The monthly BAH amount actually paid a member (i.e., BAH Rate Protection) shall not be reduced as a result of changes in housing costs in the MHA, administrative adjustments to MHA boundaries (which don't involve a physical relocation of a member's PDS), or promotion of the member. A member's BAH rate protection at the current amount will cease on the date the member's eligibility to BAH for a given MHA terminates, if the member is demoted, or loses entitlement to BAH at the with or without dependents rate. The current BAH rate at the current duty location becomes the member's new protected BAH rate.

Example 1: A member is promoted to E7 on 16 Jan 2000. Effective 31 Dec 1999 the BAH rate for E6 is rate protected at $650.00 even though the 1 Jan 2000 rate for an E6 decreased to $600.00. The BAH rate for E7 effective 1 Jan 2000 is $625.00. Is the member rate protected for BAH at the higher E6 rate? Yes, the member is rate protected for BAH at the E6 rate.

Example 2: A member is demoted 16 Jan 2000 from E6 to E5. The BAH for E6 is rate protected at $700.00 31 Dec 99 even though the BAH rate for the E6 decreased to $625.00 effective 1 Jan 2000. Is the E5 rate protected for BAH at the E6 rate effective 31 Dec 99? No, the member would forfeit rate protection because of their demotion to E5. The BAH rate would be for an E5 effective 16 Jan 2000.

Example 3: A member receives a PCS transfer from Portsmouth, VA, on 1 Dec 2000 and reports to Norfolk, VA, on 10 Jan 2001. Effective 1 Dec 2000 the BAH entitlement is $650.00. Upon reporting on 10 Jan 01, the 2000 BAH entitlement decreased to $600.00. Is the member rate protected at the higher BAH entitlement? Yes, since the PCS transfer is between units within the same MHA, the member would not experience a decrease in BAH.

Example 4: The Department of Defense makes an adjustment to boundaries between two adjacent MHAs, which result in one of the unit's MHA changing to lower BAH rates. Members assigned to that unit prior to the date of the MHA boundary change will be "rate protected" into the previous MHA's BAH rate amount, but will not receive any subsequent rate increases applicable to the former MHA. Members reporting on or after the date of the MHA boundary change will receive the BAH rate applicable to the new MHA, if otherwise eligible to receive BAH.

8. BAH Rate Protection under a "No Entitlement" Permanent Change of Station (PCS). In addition to pre-existing authority to base BAH on dependent location, effective 1 Oct 2000, in cases of no entitlement permanent change of station (PCS) orders within the United States, Commandant (G-WPM-2) may authorize BAH based upon a member's previous permanent duty station (PDS). Once a member is approved for the previous PDS BAH rate, and the BAH rate for their current PDS inverts to a higher rate other than the rate authorized for, the member cannot submit a new request to receive that higher PDS rate. CONUS COLA, if applicable, cannot be paid for the previous PDS, only for the new PDS or location of dependents. Requests will be submitted by letter, with command endorsement, to Commandant (G-WPM-2).

a. "No Entitlement" Permanent Change of Station Defined. To properly apply this term under Joint Federal Travel Regulation rules, no entitlement orders are those orders where the member made a housing decision based on the BAH in effect at their PDS and are later disadvantaged with no entitlement for movement of household goods (HHG) or dependents due to the close proximity (within a one-hour commute each way) of their residence to their new PDS. Members do not "elect" no entitlement PCS assignments. Members who receive PCS funded orders, but do not move their

households and elect to commute still have an entitlement to ship household goods. A PCS is not considered "no entitlement" when the members decision to not utilize the funded PCS entitlement is a matter of personal choice. BAH will not be authorized at either their dependents location or their previous PDS. The exception to this rule is assignment to unusually arduous sea duty (Polar WAGB, WHEC, or WMEC).

b. Consideration Factors. Commandant (G-WPM-2) will review each request for BAH based upon previous PDS. Factors considered to allow continued receipt of BAH based on the previous duty station or dependent location will include:

(1) If a civilian housing decision was based upon the BAH rate for the previous duty assignment.

Example 1: A member transfers PCS from GP Humboldt Bay to GP San Francisco and makes a housing decision to live in the Oakland/Alameda, CA, MHA. Tour complete at GP San Francisco, the member receives no entitlement orders to a command at CG Island, Alameda, CA, (same MHA where residence is located). Member will be authorized to receive the previous duty station BAH (GP San Francisco) because that BAH was used to base their housing decision on.

Example 2: A member was assigned to a PDS in the Baltimore MHA, received the Baltimore MHA BAH, and made a housing decision based on the Baltimore MHA BAH. The member then receives a no entitlement PCS to CG Headquarters, Washington, DC, MHA, does not relocate their household, but is entitled to the higher Washington DC MHA BAH. Upon tour completion at HQ the member receives a no entitlement PCS back to a Baltimore MHA PDS. Previous duty station (HQ) BAH cannot be authorized because the member had made a housing decision during their first tour in the Baltimore area – a decision that was not influenced by the higher Washington DC BAH.

(2) The Military Housing Area where the member elects to reside with their dependents.

(3) A change in the member's dependency status upon/after reporting to a lower BAH MHA.

c. For Members with Dependents. Previous PDS rates are protected if the PCS is to a new PDS within the same MHA. If the member is issued no entitlement PCS orders to a different MHA, the member can request to continue to receive the BAH rate for the location of their former PDS if circumstances warrant such consideration. This applies to all no entitlement transfers, including those affected prior to 1 Oct 2000, but not to tours of duty that precede an applicant's current permanent assignment.

Example 1: A member is assigned to CG Headquarters (Washington, DC, MHA), and resides in Bowie, MD (Fort G.G. Meade, MD MHA). Member receives no entitlement PCS orders from Headquarters to CG Activities Baltimore, MD (CG Yard, Baltimore). The member would have no entitlement to a funded PCS since their residence is within a one-hour commute time each way to the new PDS. The member could request to retain the BAH rate, if higher, for the previous PDS (Washington, DC, MHA).

Example 2: A member is assigned to VTS San Francisco (San Francisco MHA), and resides in Richmond, CA (Oakland/Alameda MHA). Member receives no entitlement PCS orders from VTS to MLCPAC, Coast Guard Island, Alameda, CA. Member would have no entitlement to a funded PCS since their residence is within a one-hour commute to the new PDS. Member could request to retain the BAH rate, if higher, for the previous PDS (VTS).

Example 3: A member is assigned to GP San Francisco, and resides in Alameda, CA (Oakland/Alameda MHA). Their PDS prior to Group San Francisco was ISC Alameda. The member based their civilian housing decision in Alameda and did not relocate upon receiving orders to GP San Francisco. Tour complete, member receives no entitlement PCS orders back to PACAREA, Alameda. The member cannot be rate protected at their previous PDS (GP San Francisco) because the member was initially ordered into Alameda and based their housing decision on the BAH rate for the Oakland/Alameda MHA.

Example 4: A member receives a no entitlement PCS transfer from ISC Portsmouth, VA, (Norfolk/Portsmouth, VA, MHA), to TRACEN Yorktown, VA, (Hampton/Newport News, VA, MHA). The member resides in Portsmouth. The MHA locations are different and the BAH rate is lower in Yorktown than Portsmouth. The member could request to Commandant (G-WPM-2) to continue receipt of the higher Portsmouth BAH rate.

d. For Members without dependents. 37 USC 403 (the BAH statute) provides that members without dependents who are transferred under no entitlement PCS orders may be paid BAH for their previous PDS. The request to retain BAH for previous PDS will be submitted by letter, with command endorsement to Commandant (G-WPM-2).

9. Basic Allowance for Housing (BAH) Claim by Dependent of a Member who Dies on Active Duty**.** Refer to section 3-E-9 of this Manual for payment of Basic Allowance for Housing (BAH) to surviving dependents of members who die while on active duty.

10. Reserve Component Members.

a. Duration of Orders. Except as provided in subparagraph b. below, a reserve component member called or ordered to active duty for 139 days or less is entitled to BAH-II. However, if the member receives an order modification or extension of assignment, the prospective period of active duty (original active duty period plus period for which the orders are extended) must total 140 days or more and BAH would start on the date of modification. Members whose orders originally called or ordered the member to active duty for 140 days or more are entitled to BAH.

b. Contingency Operations. A reserve component member called or ordered to active duty in support of a contingency operation (other than a member who is authorized transportation of household goods as a part of the call or order) is entitled to BAH, if the member is unable to continue to occupy the primary residence because of the call or order to active duty. This applies when the residence is maintained as the primary residence of the member when called or ordered to active duty and is owned by the member or for which the member is responsible for rental payments.

c. Member Married to Member. Unless subparagraph b. above applies, a reserve member married to another reserve member on active duty, without dependents, not assigned to government quarters, is entitled to BAH-II without dependents, when called to active duty for 139 days or less. For such a reserve member on active duty for 140 days or more, each member is entitled to BAH without dependents. If such members have dependents, see section E and figure 3-12 of this chapter for entitlement to BAH.

11. BAH and COLA Entitlement When Ordered to an Unusually Arduous Sea Duty Assignment.

a. As prescribed in the Coast Guard Supplement to the JFTR (CGS-JFTR) and the Personal Property Transportation Manual, COMDTINST M4050.6(series), High Endurance Cutters (WHEC), Medium Endurance Cutters (WMEC), and Polar Class Icebreakers (WAGB), are designated as unusually arduous sea duty vessels. When members receive PCS orders to unusually arduous sea duty, transportation at government expense of dependents and household goods (HHG) to and from a designated place is authorized. A designated place is in the United States, the Commonwealth of Puerto Rico, the Northern Mariana Island, Guam, or any territory or possession of the United States. When the dependents do not relocate from their current residence, it can be certified as a designated place for pay entitlements associated with a designated place. When the member must travel to the designated place to assist in the relocation of dependents, the member may be paid PCS allowances for travel from the old PDS to the new PDS via the designated place. As a general rule, the BAH rate is based on the member's permanent duty station. BAH, once elected, is intended to provide for adequate dependent housing, not windfalls unrelated to housing costs. This designation is for the purpose of expanding travel and transportation entitlements and making an election to receive the BAH rate at;

1. Prior to 1 Oct 2000, a designated dependent location, and;

2. Effective 1 Oct 2000, either a designated dependent location or, if the member is eligible, the members previous duty station, whichever is more equitable. The previous duty station authorization is contingent upon the member's residence being in the vicinity of the member's duty station. And though the member has an entitlement to relocate household goods/dependents at government expense to a designated dependent location, the member has no intentions of relocating household goods/dependents pursuant to executing the PCS orders. Under these circumstances the member can submit a request to Commandant (G-WPM-2) to request the BAH rate for their previous PDS.

b. If the BAH rate is approved for the previous PDS, CONUS COLA, if applicable, cannot be paid for the previous PDS, only for the dependent's location or the new PDS. If the BAH rate is approved for a designated dependent location, the BAH and CONUS COLA rates will be based at the dependents location. If the dependents relocate, or remain located, to a designated place OUTCONUS, station allowances (COLA and OHA) are not payable unless the member is stationed aboard a designated unusually arduous sea duty vessel homeported OUTCONUS.

c. To request entitlements at either the designated dependents location or previous PDS, the member will be submit a letter with command endorsement to Commandant (G-WPM-2). The request will indicate the dependent(s) home address/zip code. Prior to submitting a request, the member/command will research and verify through available resources their anticipated housing entitlements to ensure a housing entitlement increase vice decrease will occur.

d. If approved, the authorization will remain in effect until the member executes a PCS from the designated cutter, retires, resigns, discharges, their dependency status changes, or their dependents relocate out of the residence their military housing area (MHA) is located in, whichever occurs first. When a member is approved for a rate at either their dependent's location or previous PDS, and the BAH rate for the vessel's homeport inverts to a higher rate other than the rate authorized for, the member cannot submit a new request to receive the higher homeport rate. The exception is a designated vessel that experiences a permanent change of homeport. In this case, effective the official date of the homeport change, members receiving BAH at a designated dependent's location or previous PDS may begin receiving BAH for the new homeport if the BAH is higher than the dependents location or previous PDS. Commandant (G-WPM-2) will forward a copy of the authorization letter to the servicing PERSRU as authority for payment. It is recommended the authorization be filed in the PERSRU PDR during the sea duty assignment.

12. Basic Allowance for Housing Type II (BAH-II). BAH-II replaced BAQ effective 1 Jan 1998. The Department of Defense establishes BAH-II rates. Separate rates are established for members with dependents, and members without dependents. BAH-II is paid, or used for pay purposes, as follows:

a. Reserve members serving on active duty for 139 days or less are entitled to BAH-II (and not BAH). See section 12-F.

b. Lump sum leave payments to officers, for leave accrued as of 31 Aug 1976 (saved leave), under the provisions of section 10-A-6.a., include the rates of BAH-II in the computation.

c. In computing income for earned income credit (EIC) purposes, BAH-II rates apply.

d. Dislocation allowances paid under chapter 5, part 6, JFTR, are calculated on the basis of current BAH-II rates.

e. Grandfathered BAH-DIFF rates payable under section 3-F-15.b. are based on BAH-II rates.

f. Members assigned overseas in receipt of overseas housing allowance (OHA) are entitled to BAH-II from the date of departure from the overseas duty station until the day before the member reports to an INCONUS duty station provided:

(1) The member has dependents, or

(2) The member is without dependents but is in pay grade E4 over 4 years' service or above.

g. Members assigned overseas at an OHA payable location who are not entitled to OHA because the member has not finalized housing arrangements are entitled to BAH-II (and Temporary Lodging Allowance (TLA)) until such time as the member becomes entitled to OHA.

h. Members with dependents in a confinement/inmate status, who are not under total forfeitures of pay and allowances, are entitled to BAH-II (and not BAH) while in confinement.

13. BAH Entitlement of Members Recalled From Retirement. Members recalled to active duty from retirement under section 2-G-1, are entitled to BAH during their recall status, irrespective of the duration for which the member is recalled to active duty.

    a. Permanent Change of Station (PCS) Authorized. In cases where the orders recalling the retiree to active duty authorize PCS entitlements, BAH will be based upon the place to which ordered to duty.

    b. PCS Not Authorized. In cases where the retiree is ordered to duty without PCS entitlements authorized, and the retiree's home is within a commutable distance from the place to which ordered to duty, then BAH will be based upon the place to which ordered to duty.

    c. Temporary Duty Allowances Authorized. In cases where the duration of the orders recalling the retiree to active duty preclude authorization of PCS entitlements, and the distance from the retiree's home requires authorization and payment of temporary duty allowances, then BAH will be based upon the place from which the retiree was ordered to active duty.

    d. Occupancy of Government Quarters. Retirees who are occupying adequate family or leased quarters at the time of their recall to active duty are not entitled to BAH.

D. Basic Allowance for Housing (BAH)-Members Without Dependents.

1. Authority for Payment. Under the provisions of 37 USC 403, members without dependents who are entitled to basic pay are entitled to BAH under the conditions in this section. Members without dependents who are entitled to basic pay are entitled to BAH as set forth in figure 3-7.

2. Computation. Compute BAH on the basis of a 30-day month, the same as basic pay. Prorate that portion of a month in which entitlement begins or stops. Do not count the 31st day of a month, BAH is not payable for the day unless the entire period of service is less than 30 days (i.e., a reservist on active duty for only 12 active duty days). In this case include the 31st day of a calendar month the same as basic pay.

3. Government Quarters - Responsibility for Assignment or Termination of Assignment.

    a. Assignment of Government Quarters. The commanding officer assigns and terminates quarters. The commanding officer also determines when quarters are "adequate" and "suitable" for assignment. Government quarters or housing facilities under control of the Uniformed Services are considered assigned, suitable, and adequate whenever occupied by a member at the permanent station without payment of rental charges. This includes quarters furnished a member without charge:

        (1) By an organization or institution on behalf of the United States.

        (2) By a foreign government for the member's official use.

        (3) When jointly assigned to one or more members without dependents.

        Notes:

        (1) A member is still considered assigned to government quarters when the member voluntarily vacates assigned quarters without approval of the commanding officer. (Pay grade E7 and above, without dependents, may elect not to occupy assigned quarters unless denied permission by the Secretary concerned.) Notes cont'd on next page.

(2) When married members are assigned to the same or adjacent installations that enable members to reside in the same residence, when one member is assigned family type government quarters, both members will be considered assigned. The member not assigned to the quarters MUST obtain a statement of non assignment from the installation Housing Officer. Otherwise, the member will be considered to be assigned to the quarters.

4. BAH for Date of Assignment of Quarters. Except when a member is entitled to BAH in accordance with figures 3-7, 3-11, and 3-12, BAH continues to accrue through the day before the date a member is assigned government quarters or begins to occupy government quarters at the permanent station.

5. BAH for Date of Termination of Quarters. BAH accrues from the date the assignment to government quarters is terminated or the date that quarters are vacated as indicated in figures 3-7, 3-11, 3-12, and 3-13.

6. Occupancy of Rental Quarters at a Service Academy. A member is entitled to BAH while renting quarters in a hotel on the grounds of a Service Academy.

7. Members Assigned Ashore.

   a. Members in pay grade E7 and above assigned ashore are entitled to BAH without dependents, and if they meet the eligibility requirements, BAH-DIFF on behalf of a dependent(s) solely on the basis of payment of child support, if the member declines government quarters and maintains civilian quarters.

   b. Effective 1 Jul 1996, members assigned ashore in pay grade E6, without dependents, may elect not to reside in Coast Guard Unaccompanied Personnel Housing (UPH) facilities if such facilities do not meet adequacy standards prescribed in Table 9-2, Coast Guard Housing Manual, COMDTINST M11101.13 (series). Such members will then receive BAH at the without dependents rate, and if they meet the eligibility requirements, BAH-DIFF on behalf of a dependent(s) solely on the basis of payment of child support.

   c. Members assigned ashore in pay grade E5 and below may become entitled to BAH at the without dependents rate, and if they meet eligibility requirements, BAH-DIFF on behalf of a dependent(s) solely on the basis of payment of child support, only if there are no Coast Guard or Department of Defense (DoD) unaccompanied personnel housing (UPH) facilities available.

   d. A single member, E4 and above, assigned ashore and receiving BAH without dependents, and if eligible, BAH-DIFF, and is assigned afloat in the same geographical area, is authorized upon reporting, to continue to receive BAH without dependents and the BAH-DIFF while maintaining their non-government quarters ashore. Upon completion of their afloat assignment, they receive PCS orders ashore to the same geographical area, the member will continue to receive BAH without dependents, and if they remain eligible, BAH-DIFF. Approval by Commandant (G-WPM-2) is not required. When executing a permanent change of station (PCS) orders out of the geographical area, their BAH entitlement will be re-evaluated upon reporting to the new command.

e. A married couple, both E4 with no dependents, assigned ashore receiving BAH without, and if eligible, BAH-DIFF, and both are subsequently assigned afloat, are both authorized to continue receiving BAH without and BAH-DIFF while maintaining their non-government quarters ashore. Upon completion of one, or both, of their afloat assignments, and both of their BAH entitlements have remained unchanged, the couple will continue to receive BAH without and BAH-DIFF if one, when transferred PCS ashore. Approval from Commandant (G-WPM-2) is not required.

f. A married couple, both in pay grade E4 with no dependents, assigned ashore and both receiving BAH without, and if eligible, BAH-DIFF, and one of the members is transferred PCS afloat, the afloat member upon reporting is authorized to continue receipt of BAH without and BAH-DIFF while maintaining their non-government quarters ashore. Upon completion of the member's afloat assignment, and their BAH entitlement has remained unchanged, the member will continue to receive BAH without and BAH-DIFF. Approval from Commandant (G-WPM-2) is not required.

g. Members assigned ashore, and those members afloat authorized to reside ashore, who terminate their non-government quarters and are assigned to government quarters (barracks, shipboard berthing), or government leased quarters, lose their entitlement to BAH without dependents, but retain if eligible, their BAH-DIFF entitlement.

h. A married couple, E4 and below, who have no other dependents, and are assigned ashore, are normally assigned to family government-owned or government-leased quarters. If there is no family government-owned or government-leased housing available, both members may be authorized BAH without dependents (including BAH-DIFF), provided the members reside together in non-government quarters ashore. See the Table in section 3-D-9 for guidance in the case where one of the members is transferred to Class "A" School.

8. Members on Sea Duty. See figure 3-7, rule 6, for BAH entitlements while on sea duty.

a. E6 and Above Without Dependents. Effective 1 Jul 1996, members stationed afloat in pay grades E6 and above without dependents may have elected to receive BAQ/VHA (prior to 1 Jan 98) at the without dependents rate, and on 1 Jan 98, BAH or OHA without dependents.

b. E5 Without Dependents. On or after 1 Jul 1997, commanding officers may authorize BAQ/VHA at the without dependents rate (prior to 1 Jan 1998) and on 1 Jan 98, BAH or OHA without dependents to single E5 members without dependents assigned afloat. This is provided that Coast Guard Unaccompanied Personnel Housing (UPH) facilities meeting adequacy standards outlined in the Housing Manual, COMDTINST M11101.13(series), Tables 9-1 and 9-2, are not available. Before commanding officers authorize these allowances, a release from mandatory assignment to Government quarters must be obtained from the servicing local housing authority as per Article 3.B.3, Housing Manual. The availability of DoD government quarters will not bar release from mandatory housing. The Coast Guard will not require members in pay grade E5 assigned afloat to occupy DoD quarters.

c. E5 and Above Members Authorized to Receive BAH Without or OHA Without (Overseas Housing Allowance (OHA) in locations where BAH is not payable) and BAH-DIFF. Effective 1 Jun 2000, members without dependents in pay grade E5 and above who are assigned afloat, and are authorized to reside ashore, are entitled to BAH or OHA at the without dependent rate, and, if they meet eligibility requirements, BAH-DIFF on behalf of a dependent solely on the basis of payment of child support. Members in receipt of BAH or OHA at the without dependents rate and BAH-DIFF who elect to terminate their civilian quarters and reside in government quarters (including shipboard quarters) lose their BAH without dependents entitlement but retain their BAH-DIFF entitlement.

d. Afloat Members "Grandfathered". Effective 1 Jun 2000 those members afloat "Grandfathered" under section 3-F-15.b. who prior to 1 Jun 2000 were receiving BAH-II at the with dependents rate or regular BAH at the without dependents rate, have the option to (1) if residing in civilian quarters ashore, begin receiving regular BAH at the with-dependents rate, or (2) continue to reside in government quarters and receive BAH-II with dependents. These members who vacate their civilian quarters ashore and elect to reside in government quarters (including living aboard ship) may no longer receive regular BAH at the with-dependents rate but may reclaim their entitlement to BAH-II with dependents.

e. E4 Members Without Dependents Authorized to Receive BAH or OHA (Overseas Housing Allowance (OHA) in locations where BAH is not payable) Without and BAH-DIFF. Effective 1 Mar 2002, commanding officers and officers-in-charge may authorize BAH or OHA at the without dependent rate (BAH-W/O or OHA-W/O), and, if the member meets eligibility requirements, BAH-DIFF, on behalf of a dependent(s) solely on the basis of payment of child support. This authority is contingent upon the non-availability of Coast Guard or leased unaccompanied personnel housing (UPH) facilities meeting adequacy standards outlined in the Housing Manual, COMDTINST M11101.13 (series), Tables 9-1 and 9-2. Before commanding officers/officers in charge authorize these allowances, a release from mandatory assignment to Government quarters must be obtained from the servicing local housing authority in accordance with the Housing Manual, Article 3.B.3.

(1) Single E4 members who elect to receive BAH in lieu of government quarters shall not normally be eligible for reassignment to government quarters for the duration of their current afloat tour. Individual exemptions for reassignment to government UPLH quarters must be requested from MLC(p) via the members command and area housing officer. Reassignment to UPH or other service housing will be made by the local housing authority based on availability and approval of the members commanding officer/officer in charge.

(2) Single E4 members in receipt of BAH without dependents and BAH-DIFF who terminate their civilian quarters and are reassigned to government quarters (including shipboard quarters) lose their BAH without dependents entitlement but retain their BAH-DIFF entitlement.

f. E4 and Above Reduced in Pay Grade to E3 or Below. Single enlisted members in pay grade E4 and above who are assigned afloat and in receipt of BAH-W/O or OHA-W/O, who experience a reduction in pay grade to E3 or below lose their entitlement to this allowance as of the date the reduction in pay grade becomes effective. Members shall be ordered by their CO/OIC into shipboard quarters (or government quarters ashore) as of the date the reduction in pay grade becomes effective. Such members are authorized to return to their shipboard quarters (or) government quarters ashore if an exception in section 3-D-8.e.(1) is approved.

9. Married Uniformed Service Members.

a. E4 and above members of the Uniformed Services, married to each other, who have no other dependents, and are assigned afloat, may both be entitled to BAH without dependents if they do not occupy government (leased, shipboard, barracks) quarters, unless on duty or underway, and continuously reside in civilian quarters ashore when the vessel is in homeport.

b. E3 and below members of the Uniformed Services, married to each other, who have no other dependents, and are assigned afloat, are entitled to receive at least one BAH without dependents allowance. The BAH without allowance will be based on the senior member's date of rank (so long as they continue to reside in non-government quarters ashore).

EXAMPLES		
Marital status		BAH entitlement
In these examples, no government quarters (family or leased) are available ashore, or one, or both members do not occupy government quarters (leased, shipboard, barracks). See Note below.		
A.	E7 afloat married to E-5 afloat	E7 – BAH without E5 – BAH without
B.	E5 afloat married to E4 afloat	E5 – BAH without E4 – BAH without
C.	E4 afloat married to E-4 afloat	Both E4s are entitled to BAH without
D.	E4 afloat married to an E-2 afloat	E4 – BAH without E2 – Partial BAH
E.	E3 afloat married to an E-2 afloat	E3 – BAH without E2 – Partial BAH
F.	E3 afloat married to an E-3 afloat, E2 afloat married to an E2 afloat	Determine BAH without entitlement based on date of rank. Or if the afloat units are located in different MHAs, the MHA with the higher BAH without rate. Examples: San Francisco – Oakland/Alameda Seattle – Everett
G.	E3 afloat married to an E2 ashore	E3 – Partial BAH E2 – BAH without
H.	E2 afloat married to an E4 ashore	E2 – Partial BAH E4 – BAH without
I.	E4 afloat married to E4 ashore	Both E4s are entitled to BAH without
J.	E3 afloat married to an E2 ashore and the E2 ashore receives PCS/TEMDUINS orders to "A" school.	E2 – Prior to executing orders, may request via CGPC-epm-2 to have orders reissued as TDY to retain BAH without entitlement during school duration. E3 – Continues Partial BAH while spouse attends "A" school.
Note: If the vessels are in separate homeports (i.e. St. Petersburg, FL – Mayport, FL) and the married members are maintaining only one civilian residence in the vicinity of one of their homeports whereby one member is able to occupy the civilian quarters, and because of an unreasonable commuting distance, the other member occupies assigned government quarters (leased/shipboard/barracks). In this case the member who is occupying the civilian quarters is only authorized BAH without. The other member can receive BAH without only if he or she does not occupy government quarters (even only on an occasional basis) while the vessel is in homeport.		

10. Reserve Component Members-Without Dependents.

    a. Member Married to Member. Except in the case of a contingency operation, a reserve member married to another reserve member on active duty, without dependents, not assigned to government quarters, is entitled to single rate BAH-II, when called to active duty for 139 days or less. For such a reserve member on active duty for 140 days or more, BAH entitlements will be as prescribed in figure 3-12.

    b. See figure 3-6 for the location rate of BAH payable for reserve members entitled to BAH.

11. Missing Status. Members without dependents carried in a missing status are entitled to BAH at the without dependent rate.

12. Partial Basic Allowance for Housing (BAH) – Members Without Dependents (Occupying Government Quarters).

    a. Authority. 37 USC 1009(c) implemented by Executive Order 11157, as amended and clarified by 56 Comp Gen 894 (1977) and 57 Comp Gen 194 (1977), authorizes payment of Partial Basic Allowance for Housing.

    b. Entitlement. A member without dependents who is assigned to single-type quarters or is on field or sea duty, and is not entitled to receive BAH or BAH-II, is entitled to partial BAH at the rates provided in figure 3-9.

    c. Conditions of Entitlement.

        (1) A member without dependents assigned to single-type adequate government quarters at the permanent station and entitled to partial BAH who is subsequently sick in a hospital (no PCS involved), continues to be entitled to partial BAH while hospitalized.

        (2) Except as provided in sections 3-D-7 and 8, a member without dependents in grade E6 or below who is offered an assignment of adequate government quarters, or is assigned government quarters but elects not to occupy such quarters and resides in private quarters at own expense, is assigned to government quarters and not entitled to BAH. Therefore, such member is entitled to partial BAH.

        (3) Partial BAH is not authorized during proceed time, leave en route, or travel time on PCS, including day of departure, unless member is assigned to single-type government quarters and not entitled to BAH.

        (4) Member married to another member who has no dependents other than the spouse is entitled to partial BAH when assigned to single-type government quarters. However, when such members are assigned to family-type government quarters they are not entitled to partial BAH.

(5) A single member without dependents is not entitled to partial BAH when assigned to family-type government quarters.

(6) Member without dependents confined in a guardhouse, brig, or correctional barracks who was assigned to single-type, government quarters before confinement and remains assigned to such quarters during confinement is entitled to partial BAH unless forfeiture of allowances was directed.

(7) Member without dependents who is restrained in a status of arrest in assigned single-type government quarters, and therefore not entitled to BAH, is entitled to partial BAH unless forfeiture of allowances was directed.

(8) Member without dependents permanently assigned to a hospital for treatment and assigned quarters in the hospital is entitled to partial BAH.

(9) Member without dependents who is ordered PCS to confinement in a guardhouse, brig, or to additional training in a retraining or rehabilitation facility, is assigned to certain quarters therein and not entitled to BAH. Such member is entitled to partial BAH unless forfeiture of allowances was directed.

(10) Member without dependents assigned to single-type government quarters between permanent duty stations and not entitled to BAH is entitled to partial BAH. This includes periods of temporary occupancy of government quarters in excess of 30 days without entitlement to BAH.

(11) Effective 20 Apr 1999, a member without dependents is not entitled to partial BAH when assigned to government single-type quarters (including government-leased quarters) that exceed the minimum standards of single quarters for the member's grade.

Location of BAH Rate is Based Upon – Members Without Dependents

RULE	A	B	C
	If member	and	then the payable BAH rate (for members entitled to (BAH) is that which is prescribed for)
1	is assigned to a duty location within CONUS		members permanent duty station (PDS) unless member has a Secretarial waiver. (note 1)
2	is assigned to a ship or afloat unit		the homeport of the ship or other afloat unit to which a member is assigned. (note 1)
3	is in leave status away from PDS awaiting final discharge	incident to a PCS in the United States	old PDS.
4	is processing for separation or retirement		old PDS unless the last PDS was outside the United States, in which case location for the processing station will be used.
5	was not paid BAH at the old PDS because government quarters were assigned		the old PDS beginning the day the member becomes entitled to BAH and the new PDS the day the member signs into the new PDS (provided the member is entitled to BAH at the new PDS).
6	was assigned to a duty location outside the United States		the new PDS on the date the member reports to the new PDS or the date the member reports at the TDY location if member reports there first; or the date the member reports to the TDY location if a new PDS is not named in the orders (provided member is entitled to BAH at the new PDS).
7	was assigned in the United States	incident to a PCS in the United States, with a TDY en route to a location to which the member commutes from the permanent quarters that will be occupied at the new PDS	the new PDS on the day per diem has been stopped under the circumstances in the JFTR U5120-D (provided member is entitled to BAH at the new PDS).
8	in receipt of appropriate orders associated with a prolonged hospitalization determination	member was transferred from a PDS outside or inside the United States to a hospital in the United States for observation or treatment	the location of the hospital to which the member has been transferred (provided the member is entitled to BAH).
9	was entitled to BAH at the PDS on the date an evacuation is ordered or authorized	continues to maintain commercial bachelor quarters	on the PDS as long as the member may temporarily be required to occupy government quarters for all or any portion of the period involved.
10	who is in pay grade E4 (four or more years of service), or above	is in a travel or leave status between permanent duty stations, including time granted as delay en route or proceed time and not assigned to government quarters	rate at last PDS.

Notes:

1. A member assigned to a PDS in the United States is entitled to BAH at the rate applicable to the members residence if Commandant (G-WPM-2), acting on behalf of the Secretary of Transportation, determines that the member was disadvantaged by reassignment to that PDS if the permanent change of station was (1) necessary to improve mission capability and unit readiness, (2) was between two units in close proximity; or (3) disallowed movement of household goods and dependents at government expense.

   In addition to these cases, Commandant (G-WPM-2), acting on behalf of the Secretary of Transportation, may issue a determination if circumstances or conditions at the new PDS require the member to reside at a different location. This determination is made only in cases where the necessity to reside separately is caused by conditions at the duty station. This does not cover a personal election of a member as the reason for residing separately.

FIGURE 3-6

BAH Entitlements - Members Without Dependents

RULE	A	B	C
	Member is	then BAH accrues	BAH does not accrue
1	assigned to a permanent station	if government quarters or housing facilities are not assigned. (notes 3 and 11)	if member is assigned or occupies government quarters suitable and adequate for the member's grade. (notes 9 and 10)
2		if member is grade E7 or higher and elects not to occupy available quarters. (note 1)	if member must permanently occupy government quarters because duty assignment requires the member to be available during off-duty hours.
3		if member is grade E6 and elects not to occupy available inadequate quarters. (note 6)	if member must permanently occupy government quarters because duty assignment requires the member to be available during off-duty hours.
4	in pay grade E4 (less than 4 years' service) or lower and is ordered to report for TEMDU in connection with the fitting out or conversion of a vessel and duty aboard when the vessel is placed in commission	if per diem allowance is not authorized for the period of TEMDU. (note 1)	if quarters are available or member is entitled to per diem allowance for the period of such duty.
5	assigned TEMDU/TAD to a career sea pay eligible vessel and during such period the permanent duty station remains unchanged	if the member was entitled to BAH at the permanent duty station prior to departure TEMDU/TAD. (note 2)	if the member is assigned quarters at the permanent duty station.
6	assigned to a career sea pay eligible vessel (permanent duty station) and vessel is in its homeport upon reporting.	if member is: a. in pay grade E6 and above and elects not to occupy government quarters. b. in pay grade E4 or E5, and prior to initiation of BAH, receives written: (1) CO/OIC authorization. (2) Release from mandatory assignment to government quarters from the local housing servicing authority. c. is E4 and above and authorized to continue BAH under section 3-D-7.d.	if member is pay grade E3 and below. (note 13)
7	assigned to a career sea pay eligible vessel (permanent duty station) and upon arrival at the vessel's homeport, the vessel is deployed. Member reports to the nearest Coast Guard command.	if the member is not assigned to government quarters (leased/owned) ashore at the vessel's homeport, and: a. if the member is in pay grade E4 and above and authorized by the vessel's commanding officer to reside ashore under section 3-D-8; or b. if the member is in pay grade E4 and above, and the homeport of the vessel is the same location as the member's previous assignment, and the member was receiving BAH at the without dependents rate at the homeport location.	if the member is assigned to government quarters (leased/owned) ashore at the vessels homeport, or the member is in pay grade E3 and below, or the member was not receiving BAH at the without dependents rate at a previous assignment in the same location as the vessel's homeport. Rule 6 applies when the vessel returns to homeport.
8	on authorized leave, accrued, advanced, or in connection with release from active duty or discharge (PCS not involved)	a. if currently in receipt of BAH upon leave departure. (notes 3 and 11) b. if assigned <u>ashore</u> the date CG-owned single quarters or CG leased; or CG/DOD owned family quarters are properly terminated with the local housing officer.	a. if ashore/afloat and assigned CG-owned single quarters (shipboard or barracks). BAH Partial continues through last day of active duty. b. if assigned ashore/afloat and CG leased quarters, or CG/DOD owned family quarters continue to be utilized during leave period. BAH Partial not authorized. c. if assigned <u>afloat</u> and CG leased, or CG/DOD owned family quarters are terminated. BAH Partial authorized effective the date quarters are terminated through separation date.

FIGURE 3-7

BAH Entitlements - Members Without Dependents

RULE	A	B	C
	Member is	then BAH accrues	BAH does not accrue
9	on excess leave		for any period of time.
10	sick in hospital, or on sick leave from a hospital (PCS not involved)	if receiving BAH at permanent station. (notes 3 and 11).	if assigned quarters at permanent station.
11	being treated at hospital TDY en route PCS; or assigned PCS direct to hospital for treatment	if not assigned quarters.	if assigned quarters in the hospital.
12	on TDY (PCS not involved), or TAD, including such duty on transport or under permissive orders (notes 7, 12, and 14)	if receiving BAH at permanent station.	if assigned quarters at permanent station.
13	in pay grade E4 (4 or more years service), or higher, in travel status on PCS, including travel under permissive orders, TDY en route, leave en route and proceed time; or is assigned PCS and is on authorized leave or duty at the old or new station (note 6)	on and after the day of departure if the member is not assigned quarters and does not occupy transient type quarters for more than 30 days at any one location. (45 Comp Gen 349)(notes 4, 7, 11, and 15)	if member is assigned government quarters, or for any period in excess of 30 days member temporarily occupies government quarters at any one location.
14	in pay grade E4 (4 or more years service), or higher, in travel status on PCS, including travel under permissive orders, TDY en route, leave en route and proceed time; or is assigned PCS and is on authorized leave or duty at the old or new station (note 6)	if the member is not assigned government quarters, or for the first 30 days the member temporarily occupies transient quarters government quarters at any one location. (45 Comp Gen 349) (notes 4, 7, 11, and 15)	if member is assigned government quarters, or for any period in excess of 30 days member temporarily occupies government quarters at any one location.
15	in pay grade E4 (less than 4 years service), or lower, and is in a travel status on PCS, including leave en route and proceed time (note 8)		on and after the day of departure from old station.
16	in pay grade E4 (less than 4 years service), or lower, assigned PCS and is on authorized leave or duty at the old or new station	for not more than 30 days that member temporarily occupies government quarters incident to the PCS at either old or new station. (notes 11 and 15)	for period of occupancy of government quarters not incident to a PCS.
17	in pay grade E4 (less than 4 years service), or below, initially assigned to a station for basic training, and after completion of such training performs temporary duty at that location pending the receipt of orders designating a permanent duty station to which member will report	between the date of completion of basic training until the date member departs the basic training station to comply with PCS orders, when government quarters are not available for assignment.	
18	in pay grade E4 (4 or more years service), or higher, assigned to active duty and is performing temporary duty at other than basic training station pending receipt of orders designating a permanent duty station to which member will report upon completion of temporary duty	when government quarters are not available for assignment.	
19	in pay grade E4 (less than 4 years service), or lower, assigned to active duty and is performing temporary duty at other than basic training station pending receipt of orders designating permanent duty station to which member will report upon completion of temporary duty	between the date of commencement of temporary duty and the date of receipt of orders naming a permanent duty station when government quarters are not available for assignment.	
20	in pay grade E4 (4 or more years service), or higher, ordered home or to a place other than a military organization awaiting further orders in connection with Physical Evaluation Board proceedings	on and after day of departure from hospital or old station through day of discharge, or day prior to effective date of retirement.	

FIGURE 3-7

BAH Entitlements - Members Without Dependents

RULE	A	B	C
	Member is	then BAH accrues	BAH does not accrue
21	in pay grade E4 (less than 4 years service), or lower, ordered home or to a place other than a military organization awaiting further orders in connection with Physical Evaluation Board proceedings	on and after day of arrival at the designated place, through day of discharge, or day prior to effective date of retirement. (note 5)	while in travel status from hospital to the designated place or during delay en route chargeable as leave.
22	training for, attending or participating in Pan Am or Olympic games, or other international amateur sports competition	if not furnished quarters by the government or by an agency sponsoring the member's participation.	if furnished quarters by the government, or by an agency sponsoring participation.
23	a medical officer on active duty in an intern or resident physician status at a state, county, municipal, or private hospital	if not furnished quarters without charge by the hospital.	if furnished quarters without charge by the hospital. Such quarters are considered furnished on behalf of the United States.
24	a student training on a fellowship, scholarship or grant	if not furnished quarters by the college, university, or research facility.	if furnished quarters by the college, university, or research facility. Such quarters are considered furnished on behalf of the United States.
25	in confinement in a guardhouse or brig pursuant to a court-martial (note 17)	if acquitted, the charges are withdrawn or the sentence is set aside or disapproved and member is otherwise entitled to BAH.	while confined pursuant to a court-martial (includes awaiting trial and serving sentence) and the sentence is approved, or, if acquitted, etc., when the member was not receiving BAH on the day before the day of confinement and government quarters assignment was not terminated before or during confinement. Quarters termination must be certified by the commander under Military Service procedures.
26	a Reserve Component member in pay grade E4 (4 or more years service), or above, ordered to active duty for training (See section 12-F for active duty other than for training)	at permanent duty station and for authorized travel time from home to first duty station and from last duty station to home. (note 7)	for any period government quarters are occupied. (notes 9 and 10)
27	a Reserve Component member in pay grade E4 (less than 4 years service), or lower, ordered to active duty for training	if the member was not assigned government quarters at the permanent duty station. (note 7)	
28	a Reservist in any pay grade called or ordered to active duty on or after 2 Aug 1990, in connection with Operation Desert Shield/ Storm; a Reserve Component member in any grade called or ordered to active duty on or after 5 Dec 1991 in support of a contingency operation (other than for a member who is authorized transportation of household goods as part of the call or order)	if the member is unable to continue to occupy a primary residence which is maintained by the member and which is owned by the member, or for which the member is responsible for rental payments.	if the member is assigned or occupies government quarters suitable and adequate for the member's grade and does not maintain and own a primary residence or is not responsible for rental payments on the member's primary residence. (notes 9 and 10)

Notes:

1. BAH accrues from the date of reporting through the day before the date the ship is placed in full commission, reduced commission, or in service not in commission, whichever occurs first.
2. For the purpose of payment of BAH under rule 6, duty for a period of less than three months is not considered to be sea duty. Duty for more than three months under temporary orders (TDY/TAD) which provide for return to the member's same permanent station is not considered sea duty. Ship-based staffs are not considered to be on sea duty for BAH purposes when the entire staff is ordered ashore by written orders, and the duty ashore is not considered to be service in a self-propelled vessel that is in an active status, in commission or in service and is equipped with berthing and messing facilities.
3. Members stationed ashore in pay grade E5 or below are entitled only if there are not Coast Guard or DOD unaccompanied personnel housing (UPH) facilities available.

Notes continued on page 3-28.

FIGURE 3-7 (cont'd)

4. Entitlement to BAH for 30 days in government quarters applies only when occupancy of government quarters is of a temporary nature incident to the PCS as certified by the commander of the station involved. For rule 15 the period of entitlement must be after receipt of PCS orders and before departure from old station and/or after arrival at new station.
5. Entitlement begins on actual or constructive date of arrival home or other designated place, whichever date is earlier. (Compute constructive time arrival date via commercial transportation mode based upon the rules and provisions of the JFTR, Volume 1).
6. Applies only when occupancy of transient type Government quarters is incident to the PCS as certified by the commanding officer of the station involved. Period of entitlement must be after receipt of PCS orders and before departure from old station and/or after arrival at new station.
7. BAH and per diem may be credited for the same periods, if otherwise qualified.
8. This rule is not applicable when a member is performing temporary duty under PCS orders at a station which is ultimately the member's permanent duty station upon completion of the temporary duty; in such instances, see rule 1 of this figure.
9. Government quarters in fact occupied without payment of rental charges shall be deemed to have been assigned as appropriate and adequate quarters.
10. Does not apply to temporary occupancy of government quarters assigned to another member for 30 days or less at any one duty station. Occupancy for more than 30 days is considered to be of a permanent nature and BAH entitlement does not accrue for any portion of the period of such occupancy. Movement from one unit of quarters to another or in and out of the same unit, with or without a break, does not establish a new 30-day period.
11. The intent of these entitlements is that BAH continue for a maximum of 30 days at any one location. Movement from one unit of government quarters to another, or in and out of the same unit, at the same location, with or without a break in occupancy, does not break the consecutiveness and does not create new periods or extend the authorized 30 days without loss of BAH. Occupancy of government quarters at different locations creates a new 30-day period at each location. However, if government quarters at one location are considered to be occupied by a member at the same time the member occupies government quarters at a second location, a new 30-day period does not begin at the second location.
12. A member away from permanent station may occupy quarters of the United States designated for members without dependents at the member's temporary duty station without affecting the member's right to receive payment of basic allowances for housing or assignment of quarters, if any, at the member's permanent station. Under such circumstances, a member may not occupy quarters of the United States, which exceed the minimum standards for members of that grade without dependents, unless the only quarters available (a) exceed the minimum standards, and (b) are made available for joint occupancy with other members.
13. a. Single members in pay grade E3 and below assigned to a career sea pay eligible vessel are not authorized BAH Without Dependents (except BAH-DIFF, if otherwise qualified). If the vessel does not have shipboard quarters (e.g., 65-foot vessels), member must be assigned to Unaccompanied Personnel Leased Housing (UPLH) or Unaccompanied Personnel Housing (UPH).
    b. Except as authorized in section 3-D-9, E3 and below are not authorized BAH Without Dependents (except BAH-DIFF, if otherwise qualified), and will normally be quartered in UPH or UPLH.
    c. For all other married member-to-member (without dependents) conditions, see section 3-D-9.
14. For members below pay grade E7, entitlement does not exist during TDY or TAD if quarters are assigned or furnished at the permanent station, even though the quarters are vacated at the beginning of the TDY or TAD (45 Comp Gen 143).
15. Commanding Officers may, for reasons of military necessity or relief of hardship, authorize non-TDY members affected by PCS orders to temporarily occupy government quarters beyond 30 days without loss of BAH.
16. The member's election not to occupy available quarters and approval action must be in writing. The commanding officer's approval letter will indicate the date, and member's election to receive BAH will become effective.
17. Correctional custody imposed by nonjudicial punishment is not considered confinement.

FIGURE 3-7 (cont'd)

Location a Members BAH Rate Is Based Upon – Members of Reserve Components

RULE	A	B
	Member is	then the payable BAH rate (for members entitled to BAH) is that which is prescribed for:
1	called (or ordered) to active duty for 140 days or more at one location	the location from which they are called (or ordered) to active duty beginning on the day the member is entitled to BAH. (notes 1 and 2).
2	called or ordered to active duty (other than for training) for 140 days or more at one location away from the principal place of residence (at the time called or ordered to active duty), but not authorized transportation of household goods	the member's principal place of residence beginning on the day the member is entitled to BAH. (note 1).
3	called (or ordered) to active duty in support of a contingency operation. (note 3)	the location of the members principal place of residence at the time called or ordered to active duty.
4	injured or physically disabled while on active/inactive duty training, and a Notice of Eligibility (NOE) is issued under Section, 7-E, Reserve Policy Manual, COMDTINST M1001.28 (series). (note 4)	the member's principal place of residence beginning on the date the member becomes entitled to pay and allowances under a Notice of Eligibility (NOE). (note 5).

Notes:

1. BAH entitlements for reserve members are covered under 66 Comp Gen 453 (1987).

2. The initial rate will terminate on the day before the day the member reports at the duty location prescribed in the active duty orders. Entitlement to BAH at the rate prescribed for the PDS location begins on the day the member reports to that location.

3. A contingency operation is a military operation:

   a. Designated by the Secretary of Defense as an operation in which members of the armed forces are or may become involved in military actions, operations, or hostilities against an enemy of the United States or against an opposing military force; or

   b. that result in the call or order to, or retention on, active duty of members of the Uniformed Services under 10 USC, Ch. 15, Sec 672(a), 673, 673b, 673c, 688, 3500, or 8500, or any other provision of law during a war or during a national emergency declared by the President or Congress.

4. The condition must be a result of an injury, illness, or disease incurred or aggravated:

   a. In line of duty while performing active duty;

   b. in line of duty while performing inactive-duty training (other than work or study in connection with a correspondence course of an armed force or attendance in an inactive status at an educational institution under the sponsorship of an armed force or the Public Health Service); or

   c. while traveling directly to or from such duty or training.

5. Pay and allowances under a Notice Of Eligibility (NOE) are not authorized to extend beyond a six month period unless determined by Commandant (G-WTR) to be in the interest of fairness and equity to the member.

FIGURE 3-8

Monthly Rates of BAH-II, BAH-DIFF and Partial BAH Effective 1 JAN 2002				
Pay Grade	***BAH-II (Without Dependent)***	***BAH-II (With Dependent)***	***BAH Differential***	***Partial BAH***
O10	*979.80*	*1205.70*	*238.80*	*50.70*
O9	*979.80*	*1205.70*	*238.80*	*50.70*
O8	*979.80*	*1205.70*	*238.80*	*50.70*
O7	*979.80*	*1205.70*	*238.80*	*50.70*
O6	*898.80*	*1085.40*	*197.70*	*39.60*
O5	*865.50*	*1046.40*	*191.10*	*33.00*
O4	*801.90*	*922.20*	*126.90*	*26.70*
O3	*642.90*	*762.90*	*126.60*	*22.20*
O2	*510.00*	*651.30*	*149.70*	*17.70*
O1	*429.60*	*582.60*	*162.00*	*13.20*
O3E	*694.20*	*819.90*	*133.20*	*22.20*
O2E	*589.90*	*739.80*	*159.00*	*17.70*
O1E	*507.60*	*683.70*	*186.30*	*13.20*
W5	*814.80*	*890.40*	*79.50*	*25.20*
W4	*723.60*	*816.30*	*97.80*	*25.20*
W3	*608.40*	*748.20*	*147.60*	*20.70*
W2	*539.70*	*687.90*	*156.00*	*15.90*
W1	*452.40*	*594.90*	*150.60*	*13.80*
E9	*594.30*	*783.30*	*199.50*	*18.60*
E8	*545.70*	*722.40*	*186.60*	*15.30*
E7	*465.90*	*670.50*	*216.30*	*12.00*
E6	*421.80*	*619.80*	*208.80*	*9.90*
E5	*389.10*	*557.40*	*177.60*	*8.70*
E4	*338.40*	*484.20*	*153.90*	*8.10*
E3	*332.10*	*450.90*	*125.70*	*7.80*
E2	*269.70*	*429.60*	*168.90*	*7.20*
E1	*240.60*	*429.60*	*199.50*	*6.90*

FIGURE 3-9

E. Basic Allowance for Housing (BAH)-Members With Dependents.

1. When Entitled To BAH. A member with dependents who is entitled to basic pay is entitled to BAH at the rates prescribed for members with dependents when:

   a. Adequate government quarters are not furnished for the member and dependents without payment of rental charge.

   b. Adequate government quarters are not furnished for the member's dependents, or all of the members dependents are prevented by competent authority from occupying such quarters, even though quarters are assigned for the member's occupancy. This does not apply to the provisions of section 3-F-8.

   c. Dependents are not enroute or do not accompany the member to the permanent duty station, or the vicinity thereof, so as to preclude assignment of family quarters. Under such circumstances, the mere availability of quarters which could have been assigned does not defeat the right of a member to the BAH for dependents. See figure 3-10 for the location to be used in determining the member's with dependents BAH entitlement.

   d. A unmarried member who maintained physical custody of a child(ren) before receipt of PCS orders to either an unaccompanied O'CONUS tour, a dependent–restricted O'CONUS tour, or an unusually arduous sea duty tour, shall continue to be paid BAH at the with-dependents rate, for his or her new PDS or designated dependent location.

2. Limitation on Quarters Occupied by Member. Effective 20 Apr 1999, when adequate quarters are not furnished for a member's dependents, the member may not occupy, either at the permanent or TDY station, government quarters which exceed the minimum standards for the member's grade without dependents without affecting the right to BAH unless:

   a. These quarters are the only quarters available, and

   b. The quarters are not suitable for joint occupancy; or

   c. If suitable for joint occupancy, the quarters are jointly occupied with other members permanently assigned to the PDS.

3. Quarters Occupied During Special Duty Assignment. Effective 20 Apr 1999, a member, not accompanied by dependents, serving outside the United States, its territories, or possessions, in a duty assignment having official or diplomatic responsibilities involving officials of foreign governments, may be assigned to quarters that exceed the minimum standards for the member's grade without dependents, without affecting the member's right to BAH. The local CINC or major unit Commander is the appropriate authority to decide whether an assignment entails "official or diplomatic" responsibilities involving officials of foreign governments. However, such quarters shall not be available on a continuing basis for single occupancy, if they are adequate for assignment as family housing to members of similar grade.

4. Government Quarters Assigned or Occupied.

a. Quarters Not Designated as Family-Type Quarters. A member who is neither assigned to nor occupies government quarters is entitled to BAH or BAH-DIFF for dependents even though the dependents occupy government quarters not designated as family-type quarters. Examples of such quarters are:

(1) One room occupied by a member's spouse incident to employment as a domestic servant in quarters of a commissioned officer.

(2) Dormitory quarters occupied by a member's child at a school for dependents of military personnel.

(3) A hospital room occupied by a dependent under the Dependents' Medical Care Act. However, a member is not entitled to BAH or BAH-DIFF when a sole dependent is hospitalized in a government or civilian hospital under the Dependents' Medical Care Act and the member is assigned to and occupies government quarters (even though private quarters are maintained and occasionally occupied).

(4) Off base housing, non-government quarters, occupied by member's civilian spouse incident to employment overseas with Department of Defense Dependent Schools as a school teacher. **Note:** Member is separated from spouse by competent orders.

b. Quarters Furnished on Behalf of the United States. A member is not entitled to BAH or BAH-DIFF for dependents if the member and dependents are furnished adequate family quarters on behalf of the United States without rental charge. Examples of such quarters are:

(1) Family quarters furnished a member in an official capacity by a foreign government.

(2) Family-type quarters furnished by a state, county, municipal, or privately owned hospital to an officer serving on active duty as an intern or resident physician.

(3) Family-type quarters furnished by a college, university, or research facility as part of a fellowship, scholarship or grant.

c. Quarters Occupied by Dependents. A member furnished single-type quarters is not entitled to BAH on behalf of:

(1) A spouse who is a sole dependent and who is furnished quarters in kind as a civilian employee at a government hospital.

(2) A spouse who is a sole dependent and who is furnished government quarters while serving with the American Red Cross overseas.

(3) A sole dependent who is a student nurse in training at a government hospital. However, BAH is payable on behalf of a dependent who is a student nurse in training at a civilian hospital.

(4) A civilian spouse who is a sole dependent and who is furnished government quarters while assigned overseas with Department of Defense Dependent Schools as a school teacher.

(5) Dependents evacuated from a danger area, who occupy government housing facilities at a safe-haven. (See section 3-E-4.f. for exception when member must continue to pay for private housing.)

(6) Dependents alone or when accompanied by the member, who occupy government quarters assigned to another member for more than 30 days at any one duty station. Occupancy for more than 30 days is of a permanent nature and BAH entitlement does not accrue for any portion of the period of such occupancy. Visits of 30 or less days are social visits and do not cause loss of BAH. Movement from one unit of quarters to another or in and out of the same unit, with or without a break, does not establish a new 30-day period.

(7) Any dependent(s), if one or more of the member's dependents occupy the quarters with the member on a permanent basis or on a social visit in excess of 30 consecutive days, unless other dependents are precluded by competent orders from residing with the member.

d. Quarters Occupied by Dependents During Member's Sea Duty or Field Duty. A member whose dependents temporarily occupy government quarters while the member is on sea duty or field duty is entitled to BAH for a period not to exceed 30 days. See figure 3-11, rule 2.

e. Rental Quarters (Other Than Inadequate Quarters). A member and dependents occupying the following facilities on a rental basis are entitled to BAH.

(1) Any housing facilities, including trailers, under the jurisdiction of the government other than government quarters constructed or designated for occupancy without charge. The member may sublease such quarters to a temporary sub-lease with or without charge and neither the sub-lesser nor sub-lease will lose their right to BAH.

(2) A hotel on the grounds of a Service Academy.

(3) Quarters furnished a member in connection with service in a capacity other than that of a member.

f. Quarters at Safe-haven Temporarily Occupied by Dependents. A member is entitled to BAH for dependents when:

(1) The member's dependents occupy government-provided housing at a safe-haven area after emergency evacuation from private housing at the permanent station; and

(2) Due to conditions beyond the member's control, member is required to continue payment of rental for the private housing in order to house furnishings and belongings and to have quarters available upon return of the dependents.

(3) This entitlement will continue until such time as dependents are authorized to return to member's permanent duty station or arrive at a designated place as contemplated by JFTR, paragraph U5240-A.

5. Quarters Designated as Inadequate.

a. Entitlement to BAH-II. A member with dependents may be assigned designated inadequate quarters on a rental basis without loss of BAH-II. This does not apply to bachelor officer quarters, visiting officer quarters, guesthouses, and similar type facilities, or to assigned quarters undergoing ordinary repairs. Orders stating that quarters were inadequate while repairs were being made do not operate to authorize BAH-II during the period involved.

b. Effect of Subleasing Inadequate Quarters. The member may share the quarters with others or permit occupancy by others while on leave. The member also may sublet the quarters on a rental basis without loss of BAH-II, the amount of rent being immaterial.

c. Rental Charge for Inadequate (Sub-standard) Quarters. Collect rent from the member at the fair rental value of the quarters, as established by base housing personnel. The rental charge for the quarters shall be the fair rental value of such quarters, not to exceed 75 percent of the member's with dependent BAH-II rate. Rental charge is independent of the amount and type of BAH-II being paid to the member. See also section 3-E-5.g. for assignment of inadequate quarters to members married to one another. A member's receipt of BAH-DIFF does not affect the rental charge.

d. Effective Date of BAH-II and Rental Charge. BAH-II and rental charge begin on the date of the member's assignment to such quarters or on the date the determination of inadequacy is effective, whichever is later.

e. Computation of BAH-II and Rental Charge. Compute BAH-II and rental charge on a 30-day month basis and prorate at one thirtieth of the monthly rate for each day inadequate quarters are assigned. Do not pay BAH-II or charge rent for the 31st day of a month. Pay three days' BAH-II and charge three days' rent when inadequate quarters are assigned on the 28th of February. Do not charge rent for the day the assignment is terminated; however, BAH-II accrues for the day of termination.

f. Inadequate Quarters Re-designated Adequate. Rental charges and BAH-II cease on the date rehabilitated inadequate quarters are re-designated as adequate government quarters. If a member's assignment was continued during the period of rehabilitation, the re-designation of adequacy is effective as of the first day of the month following the month in which the rehabilitation was completed.

g. Husband and Wife Entitled To BAH-II. When a husband and wife are both members who jointly occupy inadequate family quarters on a rental basis, use figure 3-12 to determine their respective BAH-II entitlements. The rental charge for the quarters shall be the fair rental value of the assigned inadequate family-type quarters, but may never exceed 75 percent of the with dependent BAH-II rate which would be payable to a member of the same grade and rank as the member under whose eligibility the quarters are assigned. The BAH-II paid to the respective members does not affect the amount of rent charged, even where a member is receiving BAH-II at the with-dependent rate. Collect in accordance with the Housing Manual, COMDTINST M11101.13 (series). For inter-Service marriages, the rental charge will be collected in accordance with the regulations of the Service furnishing the quarters.

6. Dependent.

a. Member with Dependents. A member is not entitled to BAH on behalf of:

(1) A minor child who is entitled to basic pay as a member on active duty in a Uniformed Service. This includes a minor child attending one of the Military Service academies where quarters are furnished by the United States.

(2) A spouse who is on active duty in a Uniformed Service of the United States and entitled to basic pay and allowances. For a guide to BAH entitlements when both spouses are in the military service and entitled to basic pay and allowances, and family type quarters are not assigned, refer to figure 3-12.

(3) A dependent for whom the member has been absolved of the requirement to provide support; for example, desertion without cause, marital infidelity. A letter request by the member for waiver of support must include information and evidence, which will tend to support the charge of desertion without cause or infidelity on the spouses part. Evidence may be in the form of affidavits from persons who know the facts, letters from the spouse containing admissions, etc. Commandant (G-WPM) may waive the requirements for support of a spouse (but not children) in such cases. See Article 8.M.4, Personnel Manual, COMDTINST M1000.6(series).

(4) A dependent whose whereabouts is unknown and whose absence or whereabouts remains unexplained.

(5) A former spouse to whom the member is paying alimony.

(6) A dependent who occupies government quarters as a permanent residence without payment of a rental charge. (See section 3-F-10 for exception.).

b. Dependent Spouse in Foreign Service. A member is entitled to BAH on behalf of a spouse in military service of a government other than the United States. This applies even though furnished quarters or paid a monetary allowance in lieu of quarters by that government.

7. Annual Validation of BAH Entitlement and Certification of Dependent Status.

a. Annual Validation. 37 USC 403(a)(2) and 37 USC 404a(a)(5)(B)(4), as added by Public Law 102-90, requires members, both with and without dependents, to annually validate their entitlement to BAH. The Coast Guard has designated the month of November when members will verify their dependency data on form CG-4170A (BAH/Dependency/Emergency Data). The purpose of this verification is to ensure the data is correct and up to date. Members are also advised to review/update the CG-4170A upon arrival at each new permanent duty station. Refer to section 5-A-2 of the Personnel and Pay Procedures Manual, HRSICINST M1000.2 (series), on occasions when all active duty, reserve members, and cadets, are to submit the CG-4170A.

b. BAH Entitlement for Failure to Validate CG-4170A: If a member who is receiving BAH fails to provide validation (annual) in a timely manner, commands will instruct the servicing PERSRU to stop BAH on behalf of dependents at the end of the month in which the validation is due, but continue to pay BAH at the appropriate partial or without-dependent rate unless the member is not entitled to that allowance for some other reason. Resume paying BAH at the with-dependent rate effective the date the member provides proper validation. Do not pay the higher rate retroactively in the absence of certification from the member's commanding officer that the failure to validate in a timely manner was for reasons beyond control of the member.

8. Dates To Start And Stop BAH. During Leave, Travel Status, Separation, and Other Situations, see figure 3-11. For general start and stops, see figures 3-13, 3-14, and 3-15.

9. Claim for Basic Allowance for Housing (BAH) by Dependent of Member who Dies on Active Duty.

1. Authority. Under the provisions of 37 USC 403(1)(2) dependents of any member who dies on active duty are entitled to 180 days of quarters allowance (BAH), at the rate for the members duty station when one of the following conditions exists:

a. The dependents do not occupy government quarters on the date of death.

b. The dependents are occupying government quarters on a rental basis on the date of death.

c. The dependents vacate government quarters within 180 days of the member's death.

d. The dependents cannot be claimed by another member for BAH.

2. Termination of Allowance. The allowance terminates 180 days after the date of the member's death.

3. Member Killed by a Dependent(s). When a member is killed by a dependent(s), the allowance is not payable to that dependent(s), unless there is evidence which clearly absolves said dependent(s) of any felonious intent (55 Comp Gen 1033).

4. Order of Payment. Payments to the surviving dependents will be made in the following order:

a. Current spouse (not including a military spouse eligible to receive quarters allowance for the same dependents as the deceased member);

b. If there is no current spouse, the housing allowance will be divided equally among the dependents on whose behalf the member was entitled to receive with-dependents BAH.

Note: Payments under this section are not subject to collection against debts due the United States from the deceased member.

Location of member's BAH rate is based upon - Members with dependents

RULE	A	B	C
	If member	and	then the payable BAH rate (for members entitled to BAH) is that which is prescribed for in notes 3 and 4.
1	is assigned to a duty location within CONUS	dependents reside with or separately from the member	the members permanent duty station (PDS) unless member has a Secretarial waiver. (notes 1, 6, and 7)
2	is assigned to an unaccompanied tour at a PDS outside CONUS	dependents retain their permanent residence in the United States	the area within the United States where the dependents reside beginning on the date the member reports to the new PDS. (notes 2 and 7)
3		dependents relocate their permanent residence in the United States (early return of dependents at government expense)	the area within the United States where the dependents reside beginning when one or more dependents arrive at the location of the new residence, or when the member reports to the new PDS in connection with the transfer, whichever is later (BAH rate based on old PDS continues through the day before the day the rate applicable for the location of the new permanent residence beings). (notes 2 and 7)
4		dependents relocate their residence while the member is serving an unaccompanied tour	the area within the United States where the dependents reside for the location of the old permanent residence through the day before the day one permanent residence is established. Entitlement to BAH at the rate applicable to the location of the new permanent residence will begin on the day one or more dependents arrive at that location. (notes 2 and 7)
5	is assigned to an unaccompanied tour at a PDS outside CONUS and the member is required to perform a TDY inside or outside CONUS, incident to a transfer to another unaccompanied tour	dependents reside inside the United States	the location of the permanent residence of the dependents. (note 2)
6	is assigned to an unaccompanied tour at a PDS outside CONUS and the member is required to perform a TDY incident to a transfer in the United States		the location of the permanent residence of the dependents through the day before the day the member reports to the new PDS. Entitlement to BAH at the rate for the new PDS will begin on the day the member reports at that duty station. (note 2)
7	is assigned to an unaccompanied tour at a PDS outside CONUS	dependents establish a residence in the United States incident to the member's transfer from an accompanied tour at a PDS outside the United States to an unaccompanied tour	the location where the dependents establish a permanent residence beginning when one or more dependents arrive at the location of the new residence provided all dependents have departed the overseas location. (note 2)
8	is assigned to a ship or afloat unit		the homeport of ship or other afloat unit to which a member is assigned. (note 1)
9	is in leave status away from PDS awaiting final discharge	incident to a PCS in the United States	old PDS
10	is processing for separation or retirement		old PDS unless the last PDS was outside the United States, in which case location for the processing station will be used.
11	was not paid BAH at the old PDS because government quarters were assigned		the old PDS beginning the day the member becomes entitled to BAH and the new PDS the day the member reports to the new PDS (provided the member is entitled to BAH at the new PDS).
12	was assigned to a duty location outside the United States		the new PDS on the date the member reports to the new PDS or the date the member reports at the TDY location if member reports there first; or the date the member reports to the TDY location if a new PDS is not named in the orders (provided the member is entitled to BAH at the new PDS).
13	in receipt of appropriate orders associated with a prolonged hospitalization determination	member was transferred from a PDS outside or inside the United States to a hospital in the United States for observation or treatment	the location of the hospital to which the member has been transferred.
14	dies on active duty while assigned to a PDS in the United States		the deceased member's PDS regardless of where dependents choose to reside (unless dependents are in receipt of a waiver under notes 1, 6, and 7).

Continued on next page.

FIGURE 3-10

Location of member's BAH rate is based upon - Members with dependents (cont'd)

RULE	A	B	C
	If member	and	then the payable BAH rate (for members entitled to BAH) is that which is prescribed for in notes 3 and 4.
15	dies on active duty		location where the dependents reside or choose to reside in the United States (if dependents stay overseas their housing allowance will be based on the OHA rate for the location the dependents reside and then revert to BAH at the location where the dependents later decide to reside in the United States, on the date one or more dependents arrive at the location where they choose to reside or the date all dependents have departed the PDS location, whichever is later) (entitlement exists for 180 days after member's death).
16	dies on active duty	dependents reside in government quarters	dependents' location the day the housing facilities were vacated and continue for 180 days less the number of days the housing facilities were occupied following the date of the member's death.
17	is assigned to a duty location within CONUS	dependents are evacuated	the member's PDS (while member's PDS remains unchanged), if early return of the dependents to the vicinity of the member's PDS is anticipated; the member continues to maintain family type quarters at personal expense during the absence of the dependents; and the period for which such payment is made does not exceed 6 months. (note 5)
18	member is assigned to a duty location at a PDS outside CONUS	command sponsored dependents are residing at a designated place in the 50 United States or the District of Columbia incident to an evacuation	location the dependents name as their designated place beginning on the day after the day on which per diem at the designated place terminates. (notes 6 and 7)
19	is newly inducted, enlisted, reenlisted, or an officer candidate		location of the dependents.

Notes to figure 3-10 begin on page 3-39.

FIGURE 3-10 (cont'd)

Location of member's BAH rate is based upon - Members with dependents (cont'd)

Notes for figure 3-10:

1. A member assigned to a PDS in the United States is entitled to BAH at the rate applicable to the location where their dependents maintain a permanent residence if Commandant (G-WPM-2), acting on behalf of the Secretary of Transportation, determines it is necessary for dependents to reside in a military housing area other than the one in which the PDS is located when member is:

   a. assigned to a PDS in an area where sufficient quantities of housing do not exist;
   b. assigned to unusually arduous sea duty and the dependents reside at or relocate to a designated place in the United States (see section 3-C-11 for assignment to unusually arduous sea duty);
   c. assigned or is in receipt of PCS orders to a ship entering overhaul involving a homeport change and dependents are not relocated incident to the homeport change in receipt of PCS orders to a unit with a promulgated change of homeport and dependents relocate to the announced homeport before the effective date of the homeport (or designated place in the United States if appropriate) before the effective date of the homeport change;
   d. disadvantaged as a result of reassignment for reasons of improving mission capability and readiness of the unit, in receipt of PCS orders between duty stations located in the same proximity, and disallowed movement of household goods (see JFTR U5355). Commandant (G-WPM-2), acting on behalf of the Secretary of Transportation, must issue a determination that a decision to implement this policy is in the interest of correcting an inequity incurred due to movement of the individual for purposes of improving mission capability and unit readiness; or
   e. assigned to indeterminate temporary duty, or temporary duty pending further orders. In addition to these cases, Commandant (G-WPM-2), acting on behalf of the Secretary of Transportation, may issue a determination if circumstances or conditions at the new PDS require the dependents to reside at a separate location. This determination is made only in cases where the necessity to reside separately is caused by conditions at the duty station. This does not cover a personal election of either a member or dependents as the reason for residing separately.

2. Applicable when dependents reside in, or during which all dependents return to, the United States to establish a permanent residence. None of these conditions are applicable when the dependents' residence and the member's new PDS are both in Alaska or Hawaii and the member is not entitled to FSH.

3. A member assigned to a PDS outside CONUS and authorized BAH on behalf of dependents residing separately from the member in the United States, is entitled to that allowance through the day before the day one or more command or non-command sponsored dependents arrive at the member's overseas location to establish a residence. This does not apply when dependents establish a residence in the vicinity of the member's PDS outside CONUS if the primary residence of the remaining dependents is in the United States and the member is entitled to BAH on behalf of those dependents.

4. In instances of multiple dependent location, the member will designate the primary residence of dependents. Rate for BAH will be based on this primary residence.

5. Commanding officers will review each case on its own merits; they will encourage members to terminate their family-type quarters when it becomes apparent that dependents will not return.

6. Effective 1 Oct 2000, a member assigned to a PDS in the United States under no-entitlement orders, as prescribed in section 3-C-8, may be authorized by Commandant (G-WPM-2) to receive BAH at the member's former PDS if the BAH rates at the former PDS are greater than the member's current PDS.

7. Effective 1 Oct 2000, if a member is assigned to a PDS, and the circumstances of that assignment require the member's dependents to reside in a different area, as determined by Commandant (G-WPM-2), then the member may be authorized BAH based on the member's last PDS <u>or</u> based on the area in which the dependent's reside, whichever Commandant (G-WPM-2) determines to be most equitable.

FIGURE 3-10 (cont'd)

BAH Entitlement; Members with dependents entitled to basic pay

RULE	A If member is	B and is entitled to BAH at the permanent station	C and the member and dependents temporarily occupy government quarters (note 1)	D and if the member is an	E then BAH entitlement
1	in a duty or authorized leave status not incident to PCS (includes accrued, advanced, or convalescent leave) (note 6).	yes	no		continues.
2			yes		continues, but not more than 30 consecutive days at one location where government quarters are temporarily occupied. BAH for the 30-day period is not forfeited even if occupancy exceeds 30 days. (notes 2 and 3)
3		no			does not exist. However, if quarters assignment at the permanent station is terminated while on duty at the beginning of or during leave, rules 1 and 2 apply on and after date of termination.
4	on excess leave	yes		officer or enlisted member in pay grade E4 (over 4 years' service), or higher	does not exist except as provided in section 2-I-5 for members in pay grade E4 (4 years' or less), and below. (note 4)
5	in a duty, travel or leave status incident to PCS (includes TDY en route) (notes 6 and 8)		no		exists unless permanent government quarters are assigned or occupied.
6			yes (note 5)		exists, but not more than 30 days at any location where government quarters are temporarily occupied. Entitlement does not exist if permanent government quarters are also assigned or occupied. (notes 2, 3, and 7)
7	on TDY or TAD, not incident to PCS (notes 6 and 8)	yes	no		continues as long as the permanent station remains unchanged, except as restricted by section 3-E-2.
8			yes		continues, but not more than 30 consecutive days at one location where government quarters are temporarily occupied. BAH for the 30-day period is not forfeited even if occupancy exceeds 30 days. (notes 2 and 3)
9		no			does not exist.
10	AWOL, not excused as unavoidable			officer or enlisted member	does not exist except as prescribed in section 3-F-18.

Continued on next page.

FIGURE 3-11

BAH Entitlement; Members With Dependents Entitled To Basic Pay (cont'd)

RULE	A If member is	B and is entitled to BAH at the permanent station	C and the member and dependents temporarily occupy government quarters (note 1)	D and if the member is an	E then BAH entitlement
11	absent due to disease (as distinguished from injury) from alcohol or drugs, causing loss of pay	yes		officer or enlisted member	continues.
12		no			does not exist. However, if quarters assignment at the permanent station is terminated during an absence, BAH accrues on and after date of termination.
13	home on PCS awaiting further orders in connection with physical evaluation board proceedings		no		continues until member's retirement or discharge.
14			yes		does not exist.

Notes:

1. Does not apply to temporary occupancy of government quarters assigned to another member by a member and dependents, or dependents alone for a period of 30 days or less at any one duty station. Occupancy for more than 30 days is considered to be of a permanent nature and BAH entitlement does not accrue for any portion of the period of such occupancy. Movement from one unit of quarters to another or in and out of the same unit, with or without a break, does not establish a new 30-day period.

2. BAH credit continues if member has additional dependents who are precluded by competent authority from occupying government quarters or facilities furnished member and spouse, or spouse alone.

3. The intent of these entitlements (rules 2, 6, and 8) is that BAH continue for a maximum of 30 days at any one location. Movement from one unit of government quarters to another, or in and out of the same unit, at the same location, with or without a break in occupancy, does not break the consecutiveness and does not create new periods or extend the authorized 30 days without loss of BAH. Occupancy of government quarters at different locations creates a new 30-day period at each location. However, if government quarters at one location are considered to be occupied by a member at the same time the member occupies government quarters at a second location, a new 30-day period does not begin at the second location.

4. BAH does not accrue during excess leave if member is not to continue in service after leave expires. Example: A member on appellate leave status under Article 7.A.21, Personnel Manual, COMDTINST M1000.6 (series).

5. Applies whether temporary occupancy of government quarters is at old station, while en route, or at new station. However, occupancy is limited to guesthouses or other transient facilities. Family housing is excluded from such use.

6. The phrase, "incident to PCS," refers to whether or not the member is en route to a new permanent station under PCS orders.

7. Installation commanders may, for reasons of military necessity or relief from hardship, authorize non-TDY members affected by PCS orders to temporarily occupy government quarters beyond 30 days without loss of BAH.

8. Includes such status under permissive orders.

FIGURE 3-11 (cont'd)

BAH Entitlement at Permanent Stations For Spouses in Uniformed Service - Family-Type Quarters Not Assigned (See Notes 1-7 and 16-17)

	A	B	C	D		E		F	
RULE	When member A has depend-ents other than spouse (note 18)	and member B has depend-ents other than spouse (note 18)	and members acquire a child(ren) (note 8)	and single-type government quarters are assigned to (note 9)		then member A is entitled to BAH as a member		and member B is entitled to BAH as a member (note 15)	
				Member A	Member B	With a dependent	Without a dependent (notes 11 and 13)	With a dependent	Without a dependent (notes 11 and 13)
1	No	No	No				X (note 17)		X (note 17)
2	No	No	No	X	X				
3	No	No	No	X					X
4	No	No	No		X		X		
5	No	No	Yes			X (note 10)			X
6	No	No	Yes	X	X	X (note 10)			
7	No	No	Yes	X		X (note 10)			X
8	No	No	Yes		X	X (note 10)			
9	Yes	No	No			X (note 12)			X
10	Yes	No	No	X	X	X (note 12)			
11	Yes	No	No	X		X (note 12)			X
12	Yes	No	No		X	X (note 12)			
13	Yes	No	Yes			X			X
14	Yes	No	Yes	X	X	X			
15	Yes	No	Yes	X		X			X
16	Yes	No	Yes		X	X			
17	Yes	Yes	No			X (note 14)			X
18	Yes	Yes	No	X	X	X		X	
19	Yes	Yes	No	X		X		X	
20	Yes	Yes	No		X	X		X	
21	Yes	Yes	Yes			X (note 14)			X
22	Yes	Yes	Yes	X	X	X		X	
23	Yes	Yes	Yes	X		X		X	
24	Yes	Yes	Yes		X	X		X	

Notes:

1. When family-type quarters are jointly occupied by the members, neither member is entitled to BAH, even though the dependents do not reside in the quarters, unless dependents are prevented by military orders from occupying quarters.
2. When husband-wife members are stationed at the same or adjacent military installations, both members are normally authorized BAH at the appropriate rate when family-type quarters are not assigned, notwithstanding the availability of adequate single quarters for either or both members.

Figure 3-12 notes continued on page 3-43.

FIGURE 3-12

3. Members may be considered stationed at the same or adjacent bases or shore installations when they are not precluded by distance from living together, or they actually commute on a regular basis, regardless of distance.
4. When husband-wife members have no other dependents and are precluded by distance from living together, they will normally be treated as members without dependents for purposes of entitlement to BAH (refer to figure 3-7).
5. When husband-wife members who are both entitled to BAH at the same or adjacent military installation are separated geographically by competent orders and one member remains assigned to the old duty station, that member normally will be authorized continuance of BAH notwithstanding the availability of adequate single quarters for assignment to either member.
6. BAH at the rate payable to members without dependents is authorized during travel status after departure from the old permanent station, or during a period of leave, delay en route, or proceed time between permanent duty stations, provided the members are in pay grade E4 (4 years' or more service), and above, are not in receipt of BAH for other dependents, and are not assigned to government quarters en route or temporarily occupy government quarters for more than 30 days at any one location.
7. When not assigned to government quarters at the permanent station, BAH accrues for up to 30 consecutive days at one location where government quarters are temporarily occupied while in a duty or authorized leave status not incident to PCS. BAH for a 30-day period is not forfeited if occupancy exceeds 30 days.
8. Refer to section 3-F-2.
9. If either box in column D is blank, that member is not assigned to single-type government quarters.
10. For purposes of this table, the members have agreed that member A is to receive BAH at the with-dependent rate. See section 3-F-2.a.
11. See figure 3-7 for BAH entitlement when a member is on field or sea duty.
12. When the dependents in column A, rules 9 through 12, are children from a prior marriage or illegitimate children residing with member A, the members may elect for member B to receive BAH for stepchildren, in accordance with section 3-F-12.b, and member A to receive without-dependent rate BAH when not occupying single quarters.
13. When one member enters a non-pay status, the other member may claim the member not entitled to pay and allowances as a dependent and be authorized to draw BAH at the with-dependent rate for the duration of the non-pay status if otherwise entitled. For exception, refer to section 3-F-14.
14. Members must elect which one is to receive the with-dependent rate BAH. If they cannot agree as to the election, the entitlement will rest with the senior member. Elections cannot be retroactive.
15. When one or both of the dependents in columns A and B are dependent parents of the members, both members <u>may not</u> receive with-dependent rate BAH, if otherwise entitled. Also, when married members no longer share a common residence due to competent military orders, their entitlement to increased allowances or to government-furnished quarters should be determined separately, without regard to the general rule that all dependents of members are members of the same class for the purpose of determining allowance entitlements. Refer to sections 3-F-5 and 3-F-6 for BAH entitlement of divorced or legally separated members.
16. Members may temporarily occupy government quarters assigned to another member for 30 days or less at any one duty station without loss of BAH. Occupancy for more than 30 days is considered to be of a permanent nature and BAH entitlement does not accrue for any portion of the period of occupancy. Movement from one unit of quarters to another or in and out of the same unit, with or without a break, does not establish a new 30-day period.
17. Members below pay grade E4 who are married to each other, have no other dependents, maintaining non-government quarters ashore, and are simultaneously assigned afloat, are entitled to receive at least <u>one</u> BAH without dependents allowance based on the most senior member's date of rank. Members below E4 who are married to each other, have no other dependents, residing in non-government quarters ashore, and one is assigned afloat and the other assigned ashore, are again only entitled to receive at least <u>one</u> BAH without dependents allowance based on the senior member's date of rank.
18. When two members are entitled to BAH or BAH-DIFF on behalf of a child(ren) from a previous relationship or on behalf of a parent, when they marry and are stationed in the same area, all dependents are considered as one class of dependents, and only one BAH with dependent rate (including BAH-DIFF) is payable. If such members are assigned to different locations, and each member has physical custody of a certain dependent(s), two BAH with dependent allowances may be paid. Refer to section 3-F-2.

FIGURE 3-12 (cont'd)
Date To Start BAH-Members With Dependents

RULE	A	B
	If member	then BAH begins on
1	enlists, or is called to extended active duty (EAD)	date of enlistment or entry on active duty, if member is not assigned government quarters for member and dependents on that date.
2	is appointed to commissioned or warrant officer status	date active duty pay begins, if member is not assigned government quarters for member and dependents on that date.
3	occupies government quarters with dependents and quarters assignment is terminated or member and dependents physically depart permanent station pursuant to PCS orders	date of termination of quarters assignment or date of PCS departure, unless dependents continue to occupy the quarters. If definite assignment of quarters was not required, then BAH begins the date quarters are vacated.
4	occupies government quarters with dependents and the quarters are declared inadequate	date on which designation of inadequacy of quarters is effective, if member and dependents continue to occupy such quarters.
5	acquires a dependent (marriage, birth, adoption, etc.) (note 1)	date dependent is acquired, if member is not assigned government quarters for member and dependent(s) on that date. (note 2)
6	acquires a dependent while in an unauthorized absence status	date member is returned to a pay status after apprehension or surrender, if member is not assigned government quarters for member and dependents on that date. (note 3)
7	claims dependent parent	date determined or approved by authority shown in figure 3-16.
8	claims doubtful dependent	

Notes:

1. Includes a dependent acquired while member is on authorized leave.

2. a. Applies to sole dependent of officer or enlisted member.
   a. Applies to any dependent on whose behalf a member is entitled to increased BAH.
   b. BAH starts with date of member's marriage even though the marriage occurs on same day as divorce from another member.
   c. When blood parents of an illegitimate child marry, the child becomes a legitimate dependent for BAH purposes.

3. If there has been any change in the status of dependents on whose behalf BAH existed on the date an unauthorized absence commenced, a member must reestablish the right to BAH.

FIGURE 3-13

Date to stop BAH - Changes in dependency status

RULE	A If the sole dependent	B then stop BAH at 2400 hours of the day
1	dies	of death.
2	is divorced (note 1)	of the final decree of divorce. (note 1)
3	is a spouse in a voidable (not void) marriage which is dissolved by final annulment decree	before date of the decree. (No payment of BAH may be made on or after date of the decree, regardless of credits accrued and not paid; BAH paid before the date of decree may be retained. (notes 2 and 3)
4	is a spouse in an invalid (void) marriage	before discovery of invalidity of the marriage. (No payment of BAH may be made on or after date of discovery, regardless of credits accrued and not paid.) (notes 4 and 5)
5	becomes of age (except a child who is incapable of self-support because of mental or physical incapacity)	before the child's 21st or 23rd birthday. (note 6)
6	marries (regardless of age, or mental or physical incapacity)	of the child's marriage. (Applies even though child's marriage is to a Service member who is also entitled to BAH on child's behalf for that date.)
7	is adopted by a third party by interlocutory order or decree which has effected a changed legal relationship	before date of adoption. (note 3).
8	is adopted by a third party and a final order or decree has been entered	before date of adoption.
9	enters military service	before day of entry into service.
10	is one who must be "in fact" dependent on member, and such dependency ceases	before date dependency ceases.

Notes:

1. Applies also when an affinitive relationship between a member and step-child ceases because of divorce from the child's parent.

2. Applies also when an affinitive relationship between a member and step-child ceases because of annulment of marriage.

3. The member is not entitled to BAH thereafter even though the member may be required to pay alimony for the support of the member's former spouse. When the member is divorced and remarried on the same day, the member is entitled to BAH on behalf of the former spouse only on that date. If the divorced spouse, on date of final decree of divorce, marries another member who becomes entitled to receive BAH on account of a lawful spouse, both members are entitled to BAH on the spouse's account for that day. (37 Comp Gen 451)

4. Pending receipt of advice from the Human Resources Service & Information Center, no checkage will be made for BAH received prior to the effective date of the annulment decree nor will payment of BAH be made after that date regardless of credits accrued and not paid.

5. No payment of BAH may be made on or after date or discovery, regardless of credits accrued and not paid. HRSIC will advise the PERSRU of adjustments required for prior BAH credits.

6. See section 3-F-12 for specific criteria.

FIGURE 3-14

Date to stop BAH - Other than changes in dependency status

RULE	A	B
	If member	then stop BAH at 2400 hours of the day
1	is furnished government quarters at the permanent station, adequate for the member and dependents	before the day quarters are assigned (or before day occupancy begins, if definite assignment not made). (note 1).
2	is furnished quarters (cash or in kind) on behalf of the United States, adequate for the member and dependents	before day quarters are furnished.
3	and dependents occupy inadequate quarters which are rehabilitated and designated as adequate quarters	before effective date of re-designation as adequate quarters.
4	and dependents occupy government quarters at the permanent station during family's visit, not incident to PCS (note 2)	before commencing the eighth consecutive day of occupancy. (note 3)
5	and dependents temporarily occupy government quarters while on leave (not incident to PCS), or while in a travel status incident to PCS, including delay en route chargeable as leave	see figure 3-11.
6	is absent without leave	
7	is discharged or released from active duty	of discharge or release.
8	is retired	before effective date of retirement.
9	dies	of death.

Notes:

1. When dependents are prevented from occupying the assigned quarters because of orders of competent authority, BAH continues until transportation is arranged for household goods and is available for the dependents (if prompt application is made), plus the normal travel time for dependents to the member's station.

2. Does not apply to temporary occupancy of government quarters assigned to another member by a member and dependents, or dependents alone, for a period of 90 days or less at any one duty station. Occupancy for more than 90 days is considered to be of a permanent nature and BAH entitlement does not accrue for any portion of the period of such occupancy. Movement from one unit of quarters to another or in and out of the same unit, with or without a break, does not establish a new 90-day period.

3. BAH credit continues if the member has additional dependents that are precluded by competent orders from residing with the members.

FIGURE 3-15

F. BAH Rules for Determining Relationship and Dependency.

1. Purpose. This section explains the conditions necessary to establish dependency and the support of dependency for entitlement to BAH. It shall be used by PERSRUS and commanding officers in:

   a. Determining the relationship or dependency for dependents as authorized in section 3-E.

   b. Determining if proper support is being provided.

   c. Counseling members concerning their right to BAH on behalf of dependents.

   d. Processing applications for BAH.

   e. Determining relationship or dependency for BAH entitlement, the appropriate official must apply the rules in figure 3-16.

2. Lawful Spouse and Legitimate, Unmarried, Minor Children. A member's lawful spouse and legitimate, unmarried, minor children are at all times considered dependents for BAH purposes, except under the situations shown below and in sections 3-E-6 or 3-F-5. When both members are entitled to BAH or BAH-DIFF on behalf of a child(ren) from a previous relationship, when they marry and are stationed in the same area, all of the children are considered as one class of dependents. Therefore, only one BAH with Dependent rate (including BAH-DIFF) is payable. A determination of relationship is required, but usually a determination of dependency is not. In all instances of a member having a spouse on active duty, full details must be given showing full name, social security number, duty station, and the branch of Service of that spouse.

   a. When two members, with no other dependents, are married to each other, they may elect which member will receive BAH on behalf of their adopted children or children born of their marriage. Both members must agree to the election. If the members cannot agree, the senior member is entitled to BAH for their children. The members may subsequently elect to transfer BAH entitlement on behalf of adopted children and children born of the marriage from one member to the other. Such elections may not be applied retroactively.

   b. When one of two members married to each other are already receiving BAH at the with-dependent rate on behalf of an adopted child(ren), child(ren) from a previous marriage, or an illegitimate child(ren), then any child(ren) born of their marriage, or adopted by them, is within the same class of dependents for which the member is receiving BAH and the other member may not claim the children for BAH purposes. However, if the member elects to stop receiving BAH at the with-dependent rate, then the other member may claim the child(ren) for BAH purposes.

      (1) When both members are entitled to BAH, BAH-II or BAH-DIFF on behalf of child(ren) from prior relationships, and marry, and are assigned to the same or adjacent bases, and are not assigned government quarters, only one member may receive BAH at the with dependent rate on behalf of the common class of dependents.

(2) Effective 20 Apr 1999, when one of two members married to each other is receiving BAH at the with-dependent rate, the dependents include the parents of either member and only one BAH at the with-dependent rate is payable.

(3) Effective 20 Apr 1999, when married members are assigned to different locations, pursuant to competent military orders, their entitlement to increased allowances or to government-furnished quarters should be determined separately, without regard to the general rule that all children and parents of the members are dependents of the same class for the purpose of determining BAH entitlements. However, each member is required to have physical custody of the child(ren) in order to be paid BAH at the with dependents rate. If the child(ren) is with a third party, only BAH-DIFF can be paid (See figure 3-12).

(4) The following are BAH entitlement examples for members-married-to-members:

Example 1: Members A and B are married and stationed in the same geographical area. Member A is an E7 and member B an E5. Member A has a child from a prior marriage and resides with Members A and B. Member B has two children from a prior marriage and pays court ordered child support. Quarters are not available for assignment. What are their BAH entitlements?
Answer: Member A is entitled to BAH at the with dependents rate. Member B is entitled to BAH at the without dependents rate. Member B is not entitled to BAH-DIFF.

Example 2: Members A and B are married and stationed in the same geographical area. Member A is an E6 and member B is an E4. Member A has a dependent parent. Member B has a child from a prior marriage who resides with Members A and B. Quarters are not available for assignment. What are their BAH entitlements?
Answer: The members must elect which one is to receive the with-dependent rate BAH. If they cannot agree as to the election, the entitlement will rest with the senior member. Elections cannot be retroactive. See section 3-F-2.b.(2).

Example 3: Members A and B are married and are assigned to different locations, pursuant to competent military orders. Member A is an O4 and member B is an O4. Member A has a dependent child living with him, and member B has a dependent child living with her. Neither member is assigned government quarters. What are their BAH entitlements?
Answer: Member A and B are each entitled to BAH with dependents.

Example 4: Member A and B are married but no longer share a residence due to competent military orders. Member A is an E7 and member B is an E6. Member A has an illegitimate child for whom court-ordered child support is paid. Their legitimate child resides with Member B. Neither member is assigned government quarters. What are their BAH entitlements?
Answer: While residing together prior to the issuance of military orders, Member A was only entitled to BAH without and Member B was entitled to BAH with. Due to the nature of the separation, Member A becomes entitled to BAH without and BAH-DIFF (court ordered child support). Member's A BAH-DIFF effective date will be the date Member B departs their residence or the official PCS departure date from the command, whichever is sooner. Member B remains entitled to BAH with dependents. Refer to section 3-F-2.b.(3).

3. Validity of Member's Marriage. Any case where the validity of a member's marriage is questioned is considered a case of doubtful relationship.

   a. Remarriage Within Prohibited Period Following Divorce. Under the laws of some states, a marriage is not dissolved until a specified period has elapsed after granting of a divorce decree. Remarriage is prohibited within the specified period. Moreover, in all states that grant an interlocutory decree before they grant a final divorce decree, remarriage may not be contracted before the final decree is granted.

   b. Marriage by Proxy. Proxy marriages are considered valid if performed in a jurisdiction recognizing common-law marriages and has no statute or judicial determination prohibiting proxy marriages.

   c. Marriage by Telephone. A marriage by telephone will be recognized as entitling a member to BAH on behalf of a "lawful spouse" only if a statute or court decision authorizes or recognizes telephone marriages in the jurisdiction where the marriage was performed.

   d. Common-Law Marriages. Under laws of certain states, a common-law marriage may be entered into by persons who do not obtain a license to marry or go through certain other formalities. Common-law marriages entered into in those states are considered valid if they are contracted in accordance with state law.

   e. Foreign Nation Divorce. A foreign nation divorce may or may not be recognized as valid in the United States depending on several factors. These factors include place of residence of the parties involved, whether they appeared in person to obtain the divorce, and applicable state laws. Any claim involving remarriage of a member following a foreign nation divorce and any claim by or on behalf of the spouse from whom the member has obtained a foreign nation divorce are cases of doubtful relationship. A claim based on a member's marriage to a person who has obtained a foreign nation divorce is also a doubtful case.

   f. Purported Marriage.

      (1) Void Marriage. If a member's marriage is void (because of a pre-existing marriage of the spouse, for example) the member has no lawful spouse and is not entitled to BAH as a result of the purported marriage. When invalidity of the marriage is discovered, no further BAH payments may be made for any period (see figure 3-14, rule 4). When validity of a marriage is questionable, submit the case to the office shown in section 3-F-3.f.(4) for a determination on validity of the marriage and, if necessary, validation of payments already made.

      (2) Final Divorce Decree. A decree certified by the issuing court or a certified statement under seal from the clerk of the court establishing the exact date of the divorce from bond of matrimony. To avoid overpayment of BAH pending receipt of court documents, a member may submit a written statement to their servicing PERSRU, via their command, indicating the effective date of the final divorce decree and request BAH be stopped.

(3) Annulled Marriage. If a member's marriage is annulled by court decree, no further BAH payments may be made for any period (see figure 3-14, rule 3). The member may retain payments received before the effective date of the decree.

(4) Determination and Validations. Submit requests for determination on validity of a marriage (doubtful cases) or for validation of payments to:

Commanding Officer (LGL)
Coast Guard Human Resources Service & Information Center
444 SE Quincy St.
Topeka, KS 66683-3591

4. Child of Legally Invalid Marriage. An unmarried minor child of an invalid marriage or a marriage annulled as void or voidable is considered a dependent for BAH purposes.

5. Support of Dependents-General.

a. Proof of Support. The statutory purpose of BAH on behalf of a dependent is to at least partially reimburse members for the expense of providing private quarters for their dependents when government quarters are not furnished, and not to pay BAH on behalf of a dependent as a bonus merely for the technical status of being married or a parent. Proof of support of a lawful spouse or unmarried, minor, legitimate child of a member is generally not required. However, when evidence (e.g., special investigation reports; record reviews; fraud, waste and abuse complaints; sworn testimony of individuals; statement by member) or complaints from dependents of nonsupport or inadequate support of dependents are received, proof of adequate support as stated in section 3-F-5.e., is required.

b. Nonsupport. When support requirements are established as in section 3-F-5.d., they will apply. If the support requirements are not established by court order or mutual agreement, the member must provide proof of support in an amount that is at least the lesser of the BAH received on behalf of the claimed dependents, or a reasonable amount requested by or on behalf of the dependents; however, in no case may the support contribution be less than the difference between the "with" and "without" dependents BAH rates applicable to the member's grade. The amount of support required for entitlement to retain or receive BAH on behalf of dependents does not necessarily mean that such amount is deemed adequate to meet the policy of the service concerned as to what constitutes adequate support in the absence of a written mutual agreement or court order. Refer to Article 8.M, Personnel Manual, COMDTINST M1000.6 (series). A member who fails to support a dependent on whose behalf BAH is received is not entitled to BAH on behalf of that dependent. Recoupment will be effected for periods of nonsupport or inadequate support. Unless a period of nonsupport or inadequate support was caused as a result of mission requirements (e.g., remote assignment, deployed, limited access to administrative support and/or financial networks, etc.), or the actions of outside agencies (such as financial institutions, postal service, etc.) over which the member has no control, the subsequent payment of arrears of support does not entitle a member to BAH on behalf of the dependent for the period of nonsupport or inadequate support. If a member is not entitled to BAH for dependents under any of the subsequent subparagraphs, consider entitlement to without dependent or partial rate BAH under section 3-D.
Note: A member does not avoid their legal responsibility to comply with a court order for support by forfeiting their BAH entitlement.

c. Legal Separation Agreement or Court Decree, Judgment or Order Silent on Support, Not Stating Amount of Support, or Absolving Member of Support Responsibility. A legal separation agreement, court decree, judgment, or order that is silent on dependent support, does not state the amount of dependent support, or absolves the member of dependent support responsibility does not of itself affect a member's BAH entitlement. This is true regardless of the jurisdiction in which the decree, agreement or order was issued or in which the dependent is domiciled. The member is entitled to BAH on behalf of a dependent if the member contributes to the support of the dependent in an amount that is not less than the BAH-DIFF rate.

d. Legal Separation Agreement or Court Order Stating Amount of Support. If there is a court order or legal separation agreement stating the amount of support, a member must contribute to the support of the dependent the amount specified therein, but in no case may the support payments be less than the BAH-DIFF rate.

(1) When a member is divorced from a nonmember, and they share joint legal custody of a child, and the ex-spouse is awarded primary physical custody and is not living in government quarters, then the member is considered a non-custodial parent for the purpose of entitlement to BAH. If the member's court-ordered support is less than the BAH-DIFF rate, then the member is entitled to the BAH at the rate for members without dependents only if not residing in government quarters. However, a member who pays additional support to the ex-spouse having primary custody of the child and not assigned to government quarters, entitled to BAH on behalf of a dependent solely on the basis of payment of child support, is entitled to BAH at the without-dependent rate and BAH-DIFF.

(2) When a member has temporary custody of a child and they reside in private quarters, the cost of maintaining a residence is not a factor in determining entitlement to with dependent rate of BAH and may not be used instead of or in addition to child support to qualify for increased allowances. The dependent child must reside with the member on a non-temporary basis (e.g., for a continuous period of more than 90 consecutive days) to qualify for the "with dependent" rate BAH for the temporary period. The cost of maintaining a home may not be added to the child support amount to qualify for the increased allowances.

e. Adequate Support. If the support requirements are not established by court order or legal separation agreement, a member must provide support in an amount that is not less than the BAH-DIFF rate applicable to the member's grade. The amount of support required to retain or receive BAH on behalf of a dependent does not necessarily mean that such amount is adequate as to what constitutes adequate support in the absence of a legal separation agreement or court order.

f. Increase in Support Required by Increase in BAH-DIFF Rates. Whenever there is an increase in the BAH-DIFF rates, the minimum required support under sections 3-F-5.c., 3-F-5.d., and 3-F-5.e., increases to the new rate. Members receiving BAH-DIFF on behalf of a dependent under these circumstances must increase the amount of support when applicable, within 60 days of the increase in order to continue receiving the increased entitlement.

g. Voluntary Support Payments. Voluntary support payments will not be considered for purposes of determining BAH-DIFF entitlement unless there is a written mutual agreement signed by both parents that the support payment will be sent via EFT (allotment) to the custodial parent.

h. Settlement Agreement.

(1) Property settlements made under a court order or written agreement are not considered support for BAH purposes.

(2) Payments made under a settlement in place of support are considered support for the period expressly provided in the written agreement or court order.

(3) A lump-sum settlement in place of future support made under written agreement or court order is considered support for the period the lump sum would reasonably cover support of the dependent.

i. Interlocutory Decree of Divorce. If a provisional decree of divorce does not provide for support to the spouse, the member is not entitled to BAH for the spouse after the date of the decree unless proof of support is furnished.

j. Doubtful Cases. Submit any doubtful cases involving support for determination to Coast Guard Human Resources Service and Information Center (LGL).

6. Support of Dependent-Both Parents Are Members.

a. Divorce or Legal Separation Effective or Amended Before 1 Jul 1992. In addition to the provisions of section 3-F-5, the following subparagraphs apply when divorced or legally separated parents are both members and the divorce or separation occurred prior to 1 Jul 1992. These rules apply only when neither member is assigned to family-type government quarters, unless otherwise specified.

(1) The non-custodial parent is entitled to BAH on behalf of the child(ren), provided the non-custodial parent pays adequate child support.

(2) If the non-custodial member does not pay the required amount of child support, the custodial member is entitled to BAH on behalf of the children.

(3) The custodial member is entitled to BAH on behalf of the child(ren) if the non-custodial member declines to claim the child(ren). Such declination should be in writing if possible, may be revoked at anytime, and may not be retroactive. If the non-custodial member is entitled to BAH on behalf of another dependent, the custodial member is entitled to BAH on behalf of the child(ren) of the marriage.

(4) Only one parent is entitled to BAH on behalf of children of the marriage when all of the children reside in one household; this applies even if child support payments are specifically for support of only some of the children.

(5) When the child(ren) of the marriage are in the custody of a third party, only one member is entitled to BAH on behalf of the children, even if both members are paying sufficient child support to qualify for the entitlement. The senior member is entitled to BAH on behalf of the child(ren) when the two members do not agree on which person will claim the entitlement. If the members are of equal rank, date of rank determines which one receives BAH on behalf of the child(ren).

(6) When each member has legal and physical custody of one or more of the children of the marriage, each member is entitled to BAH on behalf of those child(ren). If one member is paying adequate child support on behalf of the child(ren) in the other member's custody, the custodial member is not entitled to BAH on behalf of the child(ren) in that member's custody.

(7) When a non-custodial member pays child support to the custodial parent who also has another dependent who makes that member eligible for BAH, there is a presumption that the custodial parent's entitlement is based on the dependent(s) other than the child(ren) of the marriage. The BAH entitlement for the custodial and non-custodial parents is determined individually.

b. Divorce or Legal Separation Effective or Amended After 30 Jun 1992. In addition to the provisions of section 3-F-5, the following subparagraphs apply when the divorced or separated parents are both members and the divorce or separation occurred, or the decree or agreement was amended after 30 June 1992. These rules apply only when neither member is assigned to family-type government quarters, unless otherwise specified.

(1) Unless the members agree to the contrary, the custodial parent is entitled to BAH on behalf of the child(ren) regardless of the amount of child support received by that member. In addition to the court order, a separate notarized agreement between the members must be provided in order for the non-custodial member to receive BAH on behalf of the child(ren).

(2) When the members each have legal and physical custody of one or more of the children of the marriage, they are each entitled to BAH on behalf of the children in their individual custody, regardless of child support payments from one member to the other.

(3) When the child(ren) are in the custody of a third party, the rule in 3-F-6.a.(5) applies.

(4) When the dependents are not a common class, section 3-F-6.a.(7) applies.

7. Child Living With Former Spouse Remarried to Another Service Member.

a. When a member's child resides in government quarters not assigned to the divorced member parent, that member is not entitled to BAH on behalf of the child.

b. BAH may not be paid on behalf of a child to both the step-parent and the natural parent at the same time. The natural parent has priority to BAH on behalf of that child if providing adequate support.

8. Child Living With Former Spouse-Member Remarries.

a. Section 3-E-1 does not apply in the case of a member who is required to support a child in the custody of a former spouse when the member remarries and is assigned to or occupies government family quarters. The member is not entitled to BAH on behalf of the child living with the former spouse. This rule also applies when, upon remarriage, the member marries a member.

b. If a member is required to support a child in the custody of a former spouse and the non-custodial parent marries another member and children are born of this marriage, and the member paying child support vacates government family quarters on PCS assignment with quarters being reassigned to the new spouse, the member reassigned PCS is entitled to BAH on behalf of the child(ren) of the former marriage.

9. Child(ren) Living With Former Spouse or Estranged Spouse Who Is Member Assigned Family Quarters. When the member parent having custody of the child(ren) is assigned to, or occupies, adequate family-type quarters with the child(ren) while receiving child support, the member parent paying child support is not entitled to BAH on behalf of the child(ren).

10. Child Living With Former or Estranged Spouse in Family Quarters Visits Member. When a child(ren) who normally resides in government family quarters with a member's former or estranged spouse (custodial parent) visits the member in private quarters for more than 90 days, the visit is considered non-temporary and the member is entitled to BAH on behalf of the child(ren) from the first day of the visit. If the visit is 90 days or less, BAH on behalf of the child(ren) is not payable for any part of the visit.

11. Adopted, Illegitimate, and Step-Children. Adopted children, illegitimate children, and step-child(ren) are primary dependents. In fact dependency is no longer required for these dependents.

a. Proof of Parentage. A member who claims BAH on behalf of an adopted child, step-child, or a child born out of wedlock (parents are not married to each other at the time of the child's birth) must provide proof of parentage as follows:

(1) for an adopted child, document showing the member is the child's legal parent.

(2) for a step-child, a marriage license showing the member is married to the child's legal parent and documentation showing that the member's spouse is the parent of the child.

(3) For a child born out of wedlock, a birth certificate with the member's name cited is required. If the member's name is not stated on the birth certificate, or a court-order, obtain a signed statement of parentage from the member. If the illegitimate child(ren) is (are) not in the custody of the member parent, the case is treated in accordance with the rules for BAH-DIFF. The same rules apply when applicable to a member-mother not having custody.

(4) Support Requirements. A member-parent may claim a dependent child(ren) adopted children, illegitimate children, and step-child(ren) for BAH purposes. Proof of support for dependents is generally not required. The provisions of section 3-F-5.a. will be applied. The member is entitled to BAH if the member contributes to the support of the dependent(s) and that support is not less than the BAH-DIFF. This includes members entitled to
BAH-DIFF and members assigned to single type quarters when the child(ren) is in the physical custody of another person.

12. In Fact Dependency Determinations for Secondary Dependents. An incapacitated child over age 21, a ward of the court, or an unmarried child over age 21 and under age 23 full-time in college, requires in fact dependency. The child must be dependent upon the member for over one-half of the child's support. This means:

a. The child's income, not counting the member's contributions, must be less than one-half of the child's living expenses, and

b. The member's contribution must be more than one-half of the child's monthly living expenses.

c. A ward, who is an unmarried person who meets each of the following conditions:

(1) has been placed in the member's legal custody by order of a court of competent jurisdiction in the United States, Puerto Rico, or a possession of the United States for a period of at least 12 consecutive months (The 12-month period is measured from the date of the court order placing the person in the custody of the member whether such order was issued prior to or on or after 1 Jul 94); and

(2) either has not attained the age of 21 or has not attained the age of 23 and is enrolled in a full time course of study at an institution of higher learning approved by the Secretary concerned, or is incapable of self support because of mental or physical incapacity that occurred after the person was first determined to be a dependent of the member; and

(3) is dependent on the member for over one-half of the person's support; and

(4) resides with the member unless separated by the necessity of military service or to receive institutional care as a result of disability or incapacitation or under such other circumstances as the Secretary concerned may by regulation prescribe; and

(5) is not a dependent of a member under any other part of this definition.

13. Dependent Child Adopted by a Third Party. A member is not entitled to BAH for a child after the child is adopted by a third party and the final order or decree of adoption has been entered. Entitlement to BAH continues after an interlocutory decree has been entered if the decree does not change the legal relationship between the child and the member, and the member supports the child.

14. Confinement in Penal or Correctional Institution.

a. BAH Payable. Confinement of a member's spouse or unmarried minor child in a penal or correctional institution does not affect member's right to BAH on the dependent's behalf, unless:

(1) The member refuses to support the dependent.

(2) The member has been absolved from supporting the dependent.

(3) The period of confinement may extend beyond 5 years.

(4) The case is otherwise doubtful.

b. Doubtful Cases. Submit cases involving a sentence extending beyond 5 years and doubtful cases to CG HRSIC (LGL). BAH is not payable while decision is pending.

15. Limitation on the Amount of BAH Payable to a Member Entitled to BAH Solely on the Basis of the Member's Payment of Child Support.

a. Except as provided in subparagraph b., if a member is assigned to single-type quarters of the United States or a housing facility under the jurisdiction of a Uniformed Service and is authorized BAH solely by reason of the member's payment of adequate child support, the member is entitled to BAH-DIFF.

b. A member who was assigned to single-type government quarters and entitled to BAQ at the with dependent rate solely on the basis of the member's payment of child support on 4 Dec 1991, is entitled to BAH-II at the with-dependent rate until such time as the member becomes entitled to receive BAH on behalf of a dependent for a reason other than, or in addition to, the member's payment of child support. If a member moves out of single-type government quarters on or after 1 Jan 1998, the member is no longer entitled to BAH-II under the preceding sentence. Grandfathered members who complete a PCS to a new military housing area (MHA) on or after 1 Jan 1998, will be eligible to receive only BAH-DIFF while residing in single-type government quarters. If they are authorized to reside on the economy after the PCS, they will be eligible to receive BAH at the without dependent rate in addition to the BAH-DIFF.

c. Effective 1 Jun 2000, a member not assigned to government quarters who is entitled to BAH on behalf of a dependent solely on the basis of payment of child support, is entitled to BAH at the without-dependent rate and BAH-DIFF.

d. The provisions of section 3-D-7, for members in pay grade E6 assigned ashore, and section 3-D-8.c., for members E5 and above assigned to a career sea pay eligible vessel, apply to these members meeting the eligibility requirements for BAH-DIFF.

16. Dependent Parent and Parent-in-law.

a. Basis of Determination. Dependency of a parent or parent-in-law is determined on the basis of a Parents Dependency Affidavit (HRSIC Form 1758). This affidavit will be mailed by HRSIC and submitted by the parent or parent-in-law establishing that the parent or parent-in-law is, in-fact, dependent on the member for over one-half of the parent's or parent-in-law's support, and any other evidence required under applicable regulations. Determination of dependency is made by applicable authority listed in subparagraph 3-F-3.f.(4). A legal guardian may complete the form for a mentally incompetent parent.

b. Dependency Requirement. A member is entitled to BAH on behalf of parents if the parents are dependent upon the member for over one-half of their support. This means:

(1) The parents' income, not counting the member's contribution, must be less than one-half of their monthly living expenses, and

(2) The member's contribution must be more than one-half of the parent's monthly living expenses.

c. Change in Status of Dependent. A member is entitled to BAH for any active duty period during which dependency of the parent is shown to exist, whether the dependency arose before or after the member entered service. If dependency arises because of changed circumstances, and the facts show the member has started to contribute over one-half of the parents' support, BAH is authorized from the date the contribution began.

d. Step-parent. A step-parent-stepchild relationship ends upon divorce from the blood parent, but not necessarily upon the death of the blood parent. BAH on behalf of a step-parent may be established after death of the blood parent.

17. Factors Used in Dependency Determinations for Parents.

a. Family Unit Rule. In determining dependency of a parent, the total income and expenses of the family unit of which the parent is a member must be considered. Normally, the member's contribution to the expenses of the unit must exceed one-half of the unit's total expenses before any one person in the unit can be considered dependent on him or her. For example, a mother cannot be considered dependent if she is a member of a family unit in which her husband is supporting himself but is not providing sufficiently for the mother's individual needs.

b. Equity and Good Conscience. When application of the family unit rule results in manifest injustice, any other available evidence of dependency is considered, and determination made according to principles of equity and good conscience.

c. Charity. Effective 20 Apr 1999, contributions made to parents by charitable organizations are considered income of the parent.

d. Charitable Institution. Residence of a parent in a charitable institution, public or private, is not a bar to entitlement if the member claims BAH on behalf of the parent and other conditions of entitlement are met.

e. Social Security, Unemployment Compensation, and Pensions. Effective 20 Apr 1999, payments made to the parent from the Social Security Administration, unemployment compensation, and financial assistance from governmental agencies, are considered income. Pensions received by the parent are also considered income.

f. Capital Assets. Unliquidated capital assets are not considered income, and parents are not required to deplete their capital assets in order to establish dependency on a member for BAH purposes. However, proceeds derived from the liquidation of capital assets are considered income. Amounts placed in reserve for depreciation of property held for income normally are considered available for current living expenses of a parent, and are therefore, income.

g. Rate of Return Rule. In determining dependency of parents who possess uninvested capital, compute the income return on the basis of 5.25 percent per annum.

18. Payment of BAH; Members in a Non-Pay Status.

a. Entitlements.

(1) Unauthorized Absence. For a period not to exceed 2 months from the first day of absence, BAH at the rate being credited a member in grades E1, E2, E3, and E4 (4 years or less service), at the time absence commenced may be paid to a dependent on whose behalf BAH was claimed prior to commencement of the absence, if all of the following conditions exist:

(a) The member has been in an unauthorized absence status for more than 29 consecutive days.

(b) The dependent applies for payment of BAH and the application is received by appropriate authority within 3 months after the date absence commenced.

(c) If the Service concerned fails to provide timely notice to dependents of their right to apply for BAH, a waiver of the 3-month stipulation in (b) above may be granted on a case-by-case basis by Commandant (G-WPM-2). If such a waiver is granted, payment may only be made on those applications received within 2 months after the dependents are properly notified of their right to submit such applications.

(d) No positive information has been received that the dependent is residing with or has joined the member at the place of absence.

(e) If a member is assigned government family-type quarters (adequate or inadequate), no payment of BAH may be made.

(f) Payment of BAH may not be made directly to the member on behalf of a dependent. Payment shall be made only to the dependents.

19. Pretrial Confinement in a Foreign Country. For a member in pretrial confinement in a foreign country, payment of BAH is authorized as follows:

    a. Enlisted members in grades E1, E2, E3, and E4 (4 years or less service). Payment is authorized for a period not to exceed 2 months. For any subsequent months there must be showing of hardship on the dependent and approval on a case-by-case basis from:

       Commanding Officer (LGL)
       Coast Guard Human Resources Service & Information Center
       444 S.E. Quincy St.
       Topeka, KS 66683-3591

    b. Enlisted members in grades E4 (over 4 years service) and above (cases where there has been a showing of hardship on the dependent). The approval authority for the initial and any subsequent payments is as shown in subparagraph a., above. No payment may be made without the approval of such authority on a case-by-case basis. Payments are subject to the conditions stated in 3-F-18.a.(1), above.

20. Excess Leave. BAH may continue to be paid to a member in grade E4 (4 years or less service) or below, with dependents, for a period not to exceed 2 months during which an excess leave status exists unless it is anticipated that member will not return to duty, for example, appellate leave. The two month period shall be computed from the first day of excess leave.

21. When to Apply for or Change BAH. A member must submit a Dependency Worksheet (CG HRSIC-2020), located in Enclosure (1) of the Personnel and Pay Procedures Manual, HRSICINST M1000.2 (series), with the required supporting documentation. This worksheet will be command approved and submitted to the member's servicing PERSRU for change to the CG-4170A when:

    a. The member initially claims BAH.

    b. Any material change occurs in dependency status (separation, divorce, death of dependent, dependents entering the armed forces, voluntarily withdrawing dependency claim, etc).

Determining Relationship of Dependency For BAH Entitlement

RULE	A	B	C		D	E	F	
	If dependent claimed is	and	and member is a		and	and	then determination is made by	
			Coast Guard Officer	Coast Guard Enlisted			Commanding Officer (note 1)	CO, HRISC (LGL) for determination or submission to the Defense Office of Hearings and Appeals (DOHA)
1	a spouse	marriage is legal, without question	X				X	
2				X	neither member has been previously married	marriage was contracted within the various states or territories by legal, civil, or religious ceremony	X (note 2)	
3		marriage is of doubtful legality (note 3)	X	X				X
4	a child, unmarried	child is under 21 years of age	X		child is legitimate or legitimated by marriage of blood parents (note 4)		X (note 5)	
5				X			X (note 5)	
6			X	X	child of member is illegitimate	member father has physical custody of child	X	
7			X	X	child of member is illegitimate	member father does not have physical custody of child		X
8			X	X	child of member father was illegitimate, and is legitimated by court order		X	
9			X	X	child of mother is illegitimate	member mother has custody of child	X (note 7)	

Continued on next page.

FIGURE 3-16

Determining Relationship Of Dependency For BAH Entitlement

RULE	A	B	C		D	E	F	
	If dependent claimed is	and	and member is a		and	and	then determination is made by	
			Coast Guard Officer	Coast Guard Enlisted			Commanding Officer (note 1)	CO, HRISC (LGL) for determination, or submission to Defense Office of Hearings and Appeals (DOHA)
10	a child, married		X	X	marriage is terminated by divorce, annulment or death of spouse		X	
11	a child, unmarried	child is over 21 years of age	X	X	child is mentally challenged or physically incapacitated (note 8)			X (note 6)
12			X	X	child is under 23 years of age	child is a full time student	X (note 6)	
13	a stepchild		X	X			X	
14	an adopted child or a child placed with a member for the purpose of adoption		X	X				X
15	a parent including ("in loco parentis") and parent-in-law		X	X				X (note 6)
16	confined in a penal institute		X	X			if dependent's confinement is for 5 years or less	if dependent's confinement exceeds 5 years
17	a ward		X	X				X

Notes:

1. May be the responsible officer at the PERSRU or a designated representative (who must be an E5 or above) who is authorized to sign CG-4170A.
2. This same rule applies when either member or spouse has been previously married, if the previous marriage was dissolved by:
   a. Death.
   b. Final decree of divorce (other than foreign).
   c. Annulment (not prohibiting remarriage) granted at least 1 year before date of present marriage.
3. Includes common-law wives; those married by proxy or telephone or within a prohibited period following divorce, or a divorce granted by a foreign country; and annulled marriages.
4. For BAH purposes, children will be considered the same as legitimate on and after the date of marriage of the blood parents.
5. If the child is in the custody of another, the member must provide support in the amount of the court-ordered support or the amount of the BAH, whichever is the lessor; but in no case, can the amount be less than the difference between BAH at the "with" rate versus the "without" rate. Submit doubtful claims to the Coast Guard Human Resources Service and Information Center (LGL).
6. Must be, in-fact, dependent on service member for over one-half of support.
7. Claims of dependency for BAH entitlement by member mothers who do not have physical custody of their illegitimate child will be treated the same as rule 7.
8. Incapable of self-support because of a mental or physical incapacity that occurred while the person was considered a dependent of the member.

FIGURE 3-16 (cont'd)

G. Family Separation Allowance.

1. Types of Allowance. Under the provisions of 37 USC 427 and 37 USC 403, two types of Family Separation Allowances are authorized for only members with dependents of the Uniformed Services; Family Separation Housing (FSH) (formerly called FSA Type-I), and Family Separation Allowance (FSA), comprised of FSA-R, FSA-S, and FSA-T. Both types are payable in addition to any other allowance or per diem to which a member may be entitled. A member may qualify for FSH and FSA for the same period. In that case, concurrent payment of both types is authorized. A member however may not receive more than one FSA payment for the same period even though the member may qualify for FSA-R and FSA-S or FSA-T (47 Comp Gen 788).

2. Definition of Terms. For the purpose of this section the following definitions apply:

   a. The term "dependents" is defined as:

      (1) Primary. Spouse or children as defined for BAH entitlement in section 3-F (except, for FSA purposes, the definition does not apply when the sole dependent is a wife legally separated or child in the legal custody of another person). (MS Comp Gen B-169522 dated 3 Aug 1971.)

      (2) Secondary. Parents defined for BAH entitlement in section 3-F-16.

   Note: Generally a member may not be paid an allowance (including FSH/FSA) for a dependent during any period that the dependent is entitled to active duty basic pay. However, this does not bar entitlement to FSA to a couple comprised of a member married to another member with no other dependents. Such couple is entitled to FSA under the conditions of this section. The couple is not entitled to FSH.

   b. Household. This term means the same as "home" or "family." It applies to a collection of persons living under one roof, having one head or manager who controls and supervises the affairs of the family. For FSA purposes the definition applies only to secondary dependents (46 Comp Gen 148).

   c. Overseas Tour.

      (1) Accompanied Tour. A prescribed length of duty outside CONUS for personnel accompanied by command - sponsored dependents.

      (2) Unaccompanied Tour. A prescribed length of duty outside CONUS for either:

         (a) Personnel without dependents.

         (b) Personnel who do not make application to have their dependent(s) command - sponsored to accompany them and elect to serve overseas unaccompanied.

         (c) Dependents that have joined the member at their own expense, and are not command - sponsored.

3. Family Separation Housing (FSH). A member of the uniformed services with dependents who is on permanent duty at a location which meets the conditions of section 3-G-3.a., figure 3-17, and figure 3-18, is entitled to FSH. FSH is in addition to any other allowance or per diem that the member is otherwise entitled. A member with dependents who is assigned to duty at a location, or under circumstances, that require the member's dependents to reside at a different location is entitled to FSH plus basic allowance for housing (BAH) at the with dependents rate as prescribed in figure 3-10, rules 2 through 7.

   a. When Payable. FSH is payable to a member with dependents who is on permanent duty who meets all of the following conditions:

      (1) When transportation of dependents to the permanent station or a place near that station is not authorized at Government expense (no command sponsorship);

      (2) The dependents in fact do not reside at or near the permanent station; and

      (3) Government quarters of the United States or housing facilities are not available for assignment to the member and Government quarters or housing facilities are not assigned. When Government quarters are available, the member does not have the option to decline the assignment to such quarters for the purpose of gaining an entitlement to FSH.

   b. Amount Payable. FSH is payable in a monthly amount equal to BAH or OHA payable to a member without dependents in the same pay grade.

   c. Divorced or Legally Separated members. Treat FSH cases involving a divorced or legally separated member, or such a member with a child in the legal custody of a former spouse or another person, the same as FSA cases. Refer to section 3-G-4.

4. FSA. Compensates a member for the additional expenses incurred because of a family separation under one of the conditions in 3-G-4-a.(1) through (3). It is payable to qualified members serving inside or outside the United States. It is not authorized when a member performs duty at any station under permissive orders. See section 3-G-13 for rules concerning FSA to members married to members.

   a. When Payable. Through 30 Sep 1980, FSA was payable to a member serving in pay grade E4 (over 4 years service) or above as a member with dependents. Effective 1 Oct 1980, FSA is payable to a member serving in any grade as a member with dependents. FSA is payable to members married to members as prescribed in section 3-G-13. A member must meet all general requirements and one of the following conditions in order to qualify for FSA:

      (1) FSA-R. Is authorized when a member is transferred to a new permanent duty station where transportation of dependents is not authorized at government expense and the dependent(s) do not live at or near the member's permanent duty station or homeport.

(2) FSA-S. Is authorized when a member is permanently assigned to a ship that is away from its homeport continuously for more than 30 days. Refer to section 3-G-11 for computation of the 30-day qualifying period. During the period 1 Dec 1994 through 9 Feb 1996, dependents were required to live in the vicinity of the homeport; effective 10 Feb 1996, the dependents are no longer required to reside in the vicinity of the homeport.

(3) FSA-T. Is authorized when a member is TEMDU/TAD away from the permanent station, including TEMDU/TAD aboard ship, continuously for more than 30 days, and the dependents do not reside at or near the TEMDU/TAD station. Refer to section 3-G-10 for computation of the 30-day qualifying period. During the period 1 Dec 1994 through 9 Feb 1996, dependents were required to reside in the vicinity of the permanent duty station; effective 10 Feb 1996, the dependents are no longer required to reside in the vicinity of the member's permanent duty station. Effective 23 Sep 1996, member married-to-member who have no dependents are eligible for FSA-T.

(4) See the following Comptroller General decisions for the rules concerning FSA:
FSA-S - 44 COMPGEN 324, MS COMPGEN B-165122 dated 31 Jan 1969, and MS COMPGEN B-237554 dated 2 Nov 1990.
FSA-T - MS Comp Gen B-237554 dated 2 Nov 1990.

b. Multiple Periods of FSA Eligibility. Effective 20 Jun 1994, when a member returns to their PDS or homeport from an FSA eligible period, (i.e., TAD or afloat for more than 30 consecutive days), and then departs their PDS or homeport within a period of 30 days or less for a subsequent period of FSA eligibility, they are entitled to FSA for that interim period as well as the subsequent period of TAD or afloat. In calculating whether the interim period is 30 days or less, the interim period starts the day after the initial deployment and ends the day prior to redeployment. For interim FSA to be payable, the member must perform the same type of FSA duty for both deployment periods, i.e., a member who qualifies for FSA-S, who within 30 days deploys to a qualifying period of FSA-T, is not entitled to interim FSA.

Example 1: An eligible member is attached to a career sea pay eligible vessel, and that vessel departs its homeport on 1 July and returns to homeport on 15 August, the member is entitled to FSA-S payment for 44 days under section 3-G-11. On 14 September, the vessel departs its homeport for a subsequent period of 35 days. Since the interim period of homeport was 29 days and the member was entitled to FSA-S for the initial and subsequent period away from homeport; the member is also entitled to FSA-S payment for 28 days during the interim period under section 3-G-11.

Example 2: An eligible member departs PDS for a TAD period on 1 March and returns to PDS on 4 April. The member is entitled to FSA-T payment for 33 days under section 3-G-10. On 6 May, the member departs PDS for a subsequent TAD period of 35 days. The member is not entitled to FSA-T for the interim period because that period exceeded 30 days.

Example 3: An eligible member is attached to a career sea pay eligible vessel, and that vessel departs its homeport on 1 Jun and returns to homeport on 1 July. The member is entitled to FSA-S payment for 30 days under section 3-G-11. On 25 July, the vessel departs its homeport for a subsequent period of 20 days. Since no entitlement exists for the subsequent deployment, no entitlement is created for the interim period.

c. Qualifying for FSH and FSA for the Same Period. In such cases, concurrent payment of both types is authorized. A member may not, however, receive more than one payment of FSA for the same period, even though qualified for FSA-R, and FSA-S or FSA-T.

d. Amount Payable. Effective 1 Oct 1985 through 14 Jan 1991, FSA is payable in a monthly amount of $60.00. Effective 15 Jan 1991 through 31 Dec 1997, FSA is payable in a monthly amount of $75.00. Effective 1 Jan 1998, FSA is payable in a monthly amount of $100.00.

e. Conditions of Entitlement. Refer to figures 3-19 and 3-21.

5. Common Residence Requirements (FSA Only). A member is not considered "a member with dependents" for FSA entitlements when:

a. The sole dependent is placed in an institution for a known period of over 1 year or for an indefinite period, which may be expected to exceed 1 year.

b. The sole dependent is a spouse legally separated or a child(ren) in the legal custody of another person. Exception: When the member has joint physical and legal custody of the child(ren) and the child(ren) would otherwise reside with the member but for the current assignment, the member will be considered as a "member with dependents" for FSA entitlement.

c. The member's dependent parent does not reside in a home which the member controls, supervises, and maintains for mutual use when circumstances permit (43 Comp Gen 44, 46, and 148).

d. For member-married-to-member with no dependents, couple must have resided together immediately before being separated by reason of execution of military orders.

6. Temporary Social Visits by Dependents. A member in receipt of FSH and/or FSA and has social visits by his or her dependents, their FSH and/or FSA entitlements will be affected as follows:

a. FSH and FSA-R. Credit continues to accrue while the member's dependents visit the member at or near the permanent duty station not to exceed 90 days, if facts clearly show:

(1) The dependents are merely visiting and not establishing a residence.

(2) That the visit is of a temporary nature and is not intended to exceed 90 days. If, for unforeseen reasons (due to illness or other emergency), a bona fide social visit extends beyond 90 days, stop FSH/FSA-R credit at the end of the 3-month period. If the visit is initially intended to exceed 90 days, stop FSH/FSA-R credit the day before the dependents arrive at the member's permanent station. Credit is again authorized on and after the day the dependents depart from the member's station (3 Comp Gen 596). A member is entitled to FSH and FSA-R even though one or more, but not all of the dependents visit the member in excess of 90 days if member is otherwise entitled to FSA on behalf of the dependents who do not visit the member (43 Comp Gen 332).

b. FSA-S and FSA-T. Credit continues to accrue during the period the member's dependents visit the member at or near the TEMDU/TAD station (or port other than homeport of the ship) for a continuous period of 30 days or less, if facts clearly show:

(1) The dependents are merely visiting and not changing residence.

(2) That the visit is of a temporary nature and is not intended to exceed 30 days. If the visit exceeds 30 days, entitlement to FSA-S or FSA-T ends on the day preceding the date of their arrival, unless the visit is extended because of illness or other emergency. Under such circumstances payment is limited to 30 days. Credit is again authorized on and after the day of departure of the dependents provided the TEMDU, TAD or the ship's period away from homeport continues for more than 30 days from that date.

Note: Credit also continues if one or more, but not all, of the dependents visit the member for longer than 30 days, if the member is otherwise entitled to FSA-S or FSA-T on behalf of the dependents who do not visit the member (43 Comp Gen 332).

7. Dependents Residing at or Near Duty Station. FSA/FSH does not accrue to a member if all of the member's dependents reside at or near the member's duty station. If some, but not all, of the dependents voluntarily reside near the member's duty station entitlement may accrue for the dependents who do not reside at or near the member's duty station. Consider a member's dependents as living at or near the duty station if they live within a reasonable commuting distance of that station. For this purpose, a one-way distance of 50 miles is considered as a reasonable daily commuting distance from a station; however, the 50-mile rule is not inflexible. Unusual conditions may permit a determination that dependents do not live within a reasonable commuting distance, even though the distance involved is less than 50 miles one way. In a situation where the distance is less than 50 miles but the time required to commute one way by commonly used route and method of transportation would exceed one and a half hours, the dependents shall be considered as not residing near the member's temporary duty station unless the member actually commutes daily. In questionable cases, Personnel Reporting Units may submit requests for determination through official channels to Commandant (G-WPM-2), (43 Comp Gen 332 and 43 Comp Gen 444). The above rules also apply to situations regarding distance from active duty members in member-married-to-member having no dependents.

8. Ship Moves from Homeport (Homeport not Changed). When a ship moves from its homeport to another port within 50 miles (and less than 1 ½ hours travel time) of the homeport, those members permanently attached to the ship whose dependents do not reside at or near the homeport do not become entitled to FSA-S. However, those members permanently attached to the ship whose dependents do reside at or near the homeport and are over 50 miles (or less than 50 miles but over 1 and ½ hours travel time) from the physical location of the ship are entitled to FSA-S, provided they do not commute regularly, (i.e., three times a week while vessel is in port). When a ship moves over 50 miles (or within 50 miles but over 1 and ½ hours travel time) from the homeport FSA-S is payable if otherwise entitled.

9. Entitlement to FSA/FSH Incident to PCS Assignments.

   a. General. Entitlement to FSA/FSH incident to PCS reassignment is authorized only when movement of a member's dependents to the new permanent duty station is not authorized at Government expense. Voluntary reassignments, however, for the convenience of the member under permissive orders do not qualify members for FSA, even though movement of dependents at Government expense is not authorized. See section 3-G-13 for rules pertaining to member-married-to-member cases.

   b. PCS Assignments. Effective 14 Nov 1986, a member selected for PCS assignment, from CONUS to OCONUS, to an area where dependents are permitted, and elects to serve an "unaccompanied" (non-command sponsored dependents) tour, does not qualify, under section 3-G-4.a.(1), for FSA-R. Refer to rule 2 of figure 3-21. In situations where it would be inequitable to deny FSA-R to a member because of unusual family or operational circumstances, Commandant (G-WPM) may consider this provision for waiver.

   c. Certified Medical Reasons. Effective 1 Jan 2002, FSA-R is payable to personnel who elect to serve an unaccompanied tour due to the inability of their dependents to accompany the member to or at that home ort/permanent station due to certified medical reasons, regardless of the date on which the member first made the election to serve an unaccompanied tour. Requests for FSA-R under this provision will be submitted by letter along with certified medical documentation to Commandant (G-WPM-2).

   d. Delays Caused by the Government (Figures 3-17 and 3-21). The following examples are of delays in transportation of dependents due to Government reasons:

      Example 1: On 1 July, member's advance application for concurrent travel of dependents to the overseas station was disapproved due to lack of available Government owned transportation facilities. The disapproval contained the statement that the anticipated delay for movement of dependents is more than 60 days. Member departed old station on 6 July and arrived at the overseas station on 7 July where Government quarters were not available. Dependents joined member on 26 September having performed travel under orders dated 10 September. Member is entitled to FSH for the period 7 July through 25 September, and FSA-R for the period 6 July through 25 September (qualified for FSH and FSA for the same period).

Example 2: The member applied for a dependency determination for a dependent mother on 3 June and was transferred overseas on 14 September. After arrival overseas, the member received approval of the dependency application for a dependent mother retroactive to 1 May. The mother was not authorized concurrent travel to member's permanent station because a determination of dependency had not been made on the effective day of the orders. Delay in processing the dependency application was caused by the Government. Before transfer overseas, member had maintained quarters to be shared with the mother. An enforced separation resulted upon transfer overseas. Credit for FSA-R accrues from the date member departed from the permanent station or the first day of authorized travel time, whichever is later, through the date the dependent mother arrived at the overseas station.

e. Changes in Tour Elections. Refer to rules 3 and 8 of figure 3-17, and rules 13 and 14 of figure 3-21.

f. Dependents Evacuated. Refer to rule 12 of figure 3-18 and rule 8 of figure 3-20. A member is entitled to otherwise proper credit of FSA-R when the dependents are evacuated from a danger area and they temporarily occupy Government quarters at a safe haven area.

g. Dependent's Travel Prohibited Under Immigration Laws. If a dependent is otherwise authorized transportation at Government expense but is not eligible under immigration laws for entry into the United States before a member reports to the new permanent station, entitlement to FSA-R does not accrue.

10. How to Compute 30 Day Period for FSA-T Credit. Credit for FSA-T may not be made until the member has been TEMDU/TAD away from the permanent station, including TEMDU/TAD aboard ship, continuously for more than 30 days. Compute this period as follows:

a. Calendar Days. Count the actual number of days in the month, including the day of departure and the day of return to the permanent duty station. The 31st day of the month is included in the count even though payment is made on a 30-day basis. The 28th day of February is counted as only 1 day for computation and three days for payment. No payment is made for the day of return to the permanent station.

Example 1: A member departs the permanent duty station on TAD 25 February (non-leap year) and returns 29 March utilizing 1 day travel time each way and no leave en route. Member is entitled to FSA-T in the amount of $113.33. (4 days in February and 29 days in March = 33 days for computation; 6 days in February and 28 days in March = 34 days for payment).

Example 2: A member departing the permanent duty station on TAD 25 February (non-leap year) and returning on 26 March is not entitled to FSA-T since the period of absence was not more than 30 days (4 days in February and 26 days in March = 30 days for computation).

Authorized Travel Time - TAD. Include days of authorized travel time to and from the TAD station. Refer to section 3-G-10.d. for exception when travel in connection with TAD is performed by privately-owned conveyance (POC) for the convenience of the traveler.

b. Leave/Proceed Time. When delay enroute chargeable as leave or proceed time is authorized, count the constructive day of departure and constructive day of return. (Days of excess travel time charged to leave will not be used in computing the more than 30 days required for entitlement (43 Comp Gen 332)). The constructive days are as follows:

(1) Constructive day of departure from the permanent duty station is the actual date of departure plus the number of days leave and/or proceed time used.

(2) Constructive day of return to the permanent duty station is the actual date of return minus number of days' leave, compensatory absence, and/or proceed time used.

Example 1: A member departs the permanent station on 25 May, at any time during the day, and uses 5 days leave enroute to the TAD station. Travel via POC is authorized as more advantageous to the Government. The member departs from the TAD station on 27 June and returns to the permanent duty station on 29 June. Consider the constructive day of departure as 30 May. Member is entitled to FSA-T in the amount of $96.66 (2 days in May and 29 days in June = 31 days for computation; 1 day in May and 28 days in June = 29 days for FSA-T credit.

Example 2: Member departs the permanent duty station on 1 July, completes TAD on 29 July, departs from TAD station on 30 July using 5 days leave enroute, and returns to the permanent duty station after 0900, 6 August. Consider the constructive day of return as 1 August. Member is entitled to FSA-T in the amount of $100.00. (31 days in July and 1 day in August = 32 days for computation; 30 days in July for credit of FSA-T).

c. TAD Travel Performed Via Privately Owned Conveyance (POC). When travel in connection with TAD is performed via POC for the convenience of the traveler, use only constructive travel time over a usually traveled route (by air or surface common carrier, which ever more nearly meets the requirement of the orders and is more economical to the Government).

d. Permanent Change of Station With Temporary Duty (TEMDU) Enroute. When TD is authorized in conjunction with PCS, count days of authorized travel time to and from the TEMDU station to the new duty station. Days of departure from the old permanent duty station and arrival at the new duty station will be constructed as indicated in sections 3-G-10.b.(1) and (2).

e. TEMDU or TAD Status Interrupted. If a member's status is interrupted while on TEMDU or TAD, do not combine days before the interruption with those after the interruption to compute the qualifying period of more than 30 continuous days. Periods of leave, hospitalization, military confinement in a pay status, or short visits to the permanent station do not interrupt the 30 continuous days of the qualifying period or periods of entitlement after the qualifying period. Refer to section 3-G-12 for restrictions. However, a period of compensatory absence, a return to the permanent station to perform duty, or a detachment from the TAD station, do interrupt the period of TEMDU or TAD (43 Comp Gen 755 and 44 Comp Gen 611). If leave en-route is authorized after detachment from the TEMDU/TAD station, add constructive travel time from the TEMDU/TAD station to the permanent station to the period of TEMDU/TAD in determining the 30 day period.

11. Computing 30 Day Period for FSA-S Credit. Credit for FSA-S may be made only after the member has been "permanently assigned to a ship which is away from its homeport continuously for a period of more than 30 days."

    a. Count Each Calendar Day. Count the actual number of calendar days in the month the member was on duty on board a ship while it was away from its homeport. Include the day the member departed on board a ship from its homeport (or the day that the member joins or rejoins a ship away from its homeport) and the day that the member returns on board a ship to its homeport. However, no payment accrues on the 31st day of the month or the day the ship returns to its homeport.

    b. Duty Aboard a Ship Interrupted. If a member's status is interrupted while on duty on board a ship, while it is away from its homeport, do not combine days before the interruption with those after the interruption to compute the qualifying period of more than 30 continuous days. Periods of leave, hospitalization, military confinement in a pay status, or short visits by the member (not the ship) to the homeport of the ship do not interrupt the 30 continuous days of the qualifying period or periods of entitlement after the qualifying period. Refer to section 3-F-12 for restrictions. A return to the homeport to perform duty, or a detachment from and a reassignment to a ship while it is away from its homeport does interrupt this period of duty aboard ship. Consecutive assignments to duty on board 2 or more ships away from the homeport may be combined to meet the 30-day requirement (43 Comp Gen 332 and 748 and 45 Comp Gen 838).

    c. Examples of Computation. The following examples show how to compute the more-than-30-day period and the related amount of FSA-S payable:

       Example 1: A member on board ship "A" which departed from its homeport on 2 March was transferred (PCS) to ship "B" on 18 March (detached and attached the same day) at which time ship "B" was away from its homeport. Ship "B" returned to its homeport on 6 April. Member is entitled to FSA-S in the amount of $113.33 (30 days of March and 6 days in April = 36 days for computation; 29 days in March and 5 days in April = 34 days for credit of payment).

       Example 2: A member on board ship departed its homeport on 15 May and returning on 14 June is entitled to FSA-S in the amount of $96.66 (17 days in May and 14 days in June = 31 days for computation; 16 days in May and 13 days in June for payment credit).

       Example 3: A member on board ship departing its homeport on 15 February (non-leap year) and returning on 16 March is not entitled to FSA-S since the period of absence was not more than 30 days (14 days in February and 16 days in March = 30 days for computation).

12. Restrictions. The following restrictions apply to FSA-S and FSA-T:

    a. The 30-day requirements to qualify for FSA-S or FSA-T are separate, the periods of temporary duty and duty aboard ship while away from homeport may not be combined for the purpose of FSA entitlement. (43 Comp Gen 333). However, when the member has previously qualified for either FSA-S or FSA-T (met the "more than 30 day" rule), a change in status from FSA-T to FSA-S or vice versa does not disqualify the member to the entitlement for the entire period of separation from dependents.

    b. Periods of hospitalization or temporary duty for more than 30 days by the member at a place residing with the dependents may not be included in arriving at the 30-day requirement.

       Example 1: A member on board a ship departing its homeport on 11 June for a 15 day patrol (ship returns 26 June) will have no entitlement to FSA-S. If on 23 June the same member departs the ship, at other than the ships homeport, for TAD ashore for 20 days and returns to the ship on 13 July the member will have no entitlement to FSA-T, even though the total period is over 30 days.

       Example 2: A member on board a ship and the ship departs its homeport on 1 July, departs the ship at other than the ships homeport on 7 July for TAD ashore and returns to the ship on 29 July, then the ship returns to homeport on 6 August. The member is entitled to FSA-S for the entire period. There is no entitlement to FSA-T, and this is not combining FSA-S with FSA-T, this is FSA-S only.

13. FSA For Member Married-To-Member Couples. Effective 1 Jan 1998, FSA is payable to a member married to another member regardless of whether the member has any non-active duty dependents, when all other general conditions are met and provided members were residing together immediately before being separated by reason of execution of military orders. Prior to 1 Jan 1998, but after 22 Sep 1996, a couple comprised of a member married to another member with no other dependents is entitled to FSA under the same general conditions as members with non-active duty dependents, provided the couple was residing together immediately before being separated by reasons of execution of military orders.

    a. FSA-S and FSA-T Eligibility Requirements. For married member couples sharing a joint household with no dependents, one member of the couple will be eligible to receive FSA-S or FSA-T provided that member meets the criteria of section 3-G-4 (i.e. afloat or TAD for more than 30 consecutive days after 22 Sep 1996).

    b. FSA-R Eligibility Requirements. If a married member couple with no dependents are in a situation where the couple did reside together and were immediately separated due to the execution of military orders, one member of this couple will be entitled to FSA-R.

c. Member to Receive Entitlement. Not more than one monthly allowance may be paid with respect to a married military couple for any month. Each may be entitled to FSA within the same month, but both cannot be simultaneously entitled. Payment will be made to the member whose orders resulted in the separation. If both members receive orders requiring departure on the same day, then payment will go to the senior member. After a member is no longer entitled to FSA for the above situations, in order to qualify for future entitlement, a married member couple must reestablish a joint household and reside together.

d. BAH/FSA Dependents. In the case of member married to member, and they have a child that either parent can claim for BAH purposes, one parent may claim the child for BAH purposes, and the other parent, when otherwise entitled, may claim the child for FSA. FSA may alternate between parents based on the same dependent; however, FSA may not be paid simultaneously to both members on behalf of the same dependents

Family Separation Housing (FSH); Conditions Of Entitlement

RULE	A	B	C	D	E	F
	If a member's overseas PCS assignment is to	and the member elects to serve	and concurrent travel	and the member changes the election to	and	then entitlement to FSH (notes 1 and 6)
1	an area where dependents are not permitted (dependent restricted)					exists for entire unaccompanied tour. (43 Comp Gen 547)
2	an area where dependents are authorized, or to an advance application area	the unaccompanied tour before departure from CONUS				exists for entire unaccompanied tour including tour extensions.
3				an approved accompanied tour (note 2)		continues through day before dependents arrive at overseas station, not to exceed 60 days from date transportation of dependents is authorized, unless additional delay is caused by the government. (note 3)
4		the accompanied tour before departing CONUS	is authorized and performed			does not exist.
5			is authorized by area command but not performed due to government reasons (note 4)			exists through day before date dependents arrive at overseas station.
6			is not authorized by area commander		complies with all area regulations for entry of dependents	continues through day before dependents arrive at overseas station, not to exceed 60 days from date transportation of dependents is authorized, unless additional delay is caused by the government. (43 Comp Gen 547) (note 3)
7					fails to comply with area regulations for entry of dependents	stops at time member fails to take action according to area regulations. (note 5)
8	an area where dependents are authorized or to an advance application area	the accompanied tour before departing CONUS	is not performed for any reason	the unaccompanied tour before dependents depart CONUS		continues for entire unaccompanied tour, if otherwise eligible. If member is not drawing FSH, entitlement accrues on and after date reelection is officially approved.
9	an area where dependents are permitted	an accompanied tour			dependents are involuntarily ordered to depart the overseas area	begins on the day of dependents departure, provided the criteria of 3-G-3.a.(1) through (3) are met.
10	an area where dependents are permitted	an accompanied tour			member requests and receives approval for a voluntary early return of dependents (ERD)	does not exist. (note 7)

Figure 3-17 rules continued on page 3-74.

FIGURE 3-17

Family Separation Housing (FSH); Conditions Of Entitlement (Cont'd)

RULE	A	B	C	D	E	F
	If a member's overseas PCS assignment is to	and the member elects to serve	and concurrent travel	and the member changes the election to	and	then their entitlement to FSH (notes 1 and 6)
11	an area covered by any of the above rules				has an only dependent on active duty	does not exist.
12	a consecutive overseas PCS assignment	the unaccompanied tour before departing the OCONUS unit			designates a dependent location (note 6)	exists for the unaccompanied tour. (note 6)

Notes to figure 3-17:

1. Entitlement in all cases exists only if Government quarters are not available for assignment to the member, and dependents do not reside at or near the member's duty station.

2. A change in tour election from an unaccompanied to accompanied tour must be fully documented, and officially approved by Coast Guard Personnel Command (opm) or (epm). This also applies to elections (made after member arrives overseas) to serve the accompanied tour.

3. Delays due to Government reasons include:
   a. Lack of transportation facilities.
   b. Disapproval by Commander, Coast Guard Personnel Command (opm) or (epm).
   c. Disapproval for reasons of health (pregnancy of wife, etc.).
   d. Insufficient service retainability or remaining time in the overseas tour (43 Comp Gen 332).

4. FSH credit accrues only if dependents are prevented from traveling with member for reasons caused by the Government and the delay is more than 30 days. Period of more than 30 days begins date member departs from old station or 1st day of authorized travel time, whichever is later. It includes TD en-route and leave taken while attached to TD station. It does not include leave en-route.

5. Timely application for entry of dependents must be made after arrival at the overseas station in accordance with Chapter 5, CG Supplement to the Joint Federal Travel Regulations Volume I (CGS-JFTR), COMDTINST M4600.17 (series).

6. If the transfer is to a consecutive overseas PDS (example: ISC Kodiak to ISC Ketchikan), and the member designates a dependent location while serving under the unaccompanied tour election, FSH eligibility applies if all the criteria of 3-G-3.a.(1) through (3) are met.

7. Members assigned in Hawaii or Alaska and who are not occupying either government owned (barracks) or shipboard quarters, are authorized either the BAH rate for their PDS location, or location of dependents, whichever is more equitable.

FIGURE 3-17 (cont'd)

Family Separation Housing; Conditions Affecting Entitlement

RULE	A	B
	When an eligible member	FSH Credit
1	arrives at a permanent station	starts on the date of arrival. (note 1)
2	departs upon reassignment from permanent station	continues through the day prior to departure.
3	no longer has eligible dependents	continues through the day before the date member no longer has an eligible dependent.
4	is assigned Government quarters	continues through the day before the day Government quarters becomes available for assignment.
5	enters non-pay status for any reason, except as provided in section 3-G	continues through the day before the date member enters non-pay status.
6	is discharged and immediately re-enlists at the station	continues through discharge and immediate reenlistment.
7	acquires dependent after arrival at permanent station and meets requirements for FSH	starts date dependent is acquired.
8	is on TAD away from the permanent station, including TAD within the U.S.	continues for 60 days or more with certificate from the member. (note 2)
9	is hospitalized at or away from permanent station, including hospitalization within the U.S.	
10	is on authorized leave (accrued or advance) at or away from the permanent station, including within the U.S.	
11	travels under PCS orders to and from a permanent station	does not accrue while en-route. Refer to rules 1 and 2 for start and stop dates.
12	has dependent(s) depart overseas duty station at government expense because of evacuation (other than medical), under determination of Secretary concerned (or designee) as being in national interest, or for; other emergency reasons not personal or caused by dependent's misconduct (note 3)	starts on date of dependent(s) departure from member's duty station.

Notes:

1. The member will meet the requirements of section 3-G-3.

2. Payment must be supported by member's certificate that member maintained private quarters at his/her permanent station (43 Comp Gen 322).

3. These circumstances are covered in the JFTR, paragraphs U6000, U5900B, and U5900C. FSH does not accrue if evacuation under paragraph U5900B, was caused by the dependent's misconduct. Entitlement to FSH does not accrue if dependents are returned for reasons indicated under JFTR, paragraph U5905C.

FIGURE 3-18

FSA Conditions of Entitlement

RULE	A	B	C	D
	If member	and	and	then
1	is on TAD including TAD within the U.S.	member is entitled to FSA-R when entering such status (note 1)	member's permanent station remains unchanged	FSA-R credit continues during TAD.
2	is hospitalized at or away from member's permanent station including hospitalization in the U.S.			FSA-R credit continues during period of hospitalization.
3	is in military confinement or otherwise restricted by military authority			FSA-R credit continues during period confined or restricted.
4	is on authorized leave (accrued or advance) or compensatory absence at or away from member's permanent station, including leave in the U.S.			FSA-R credit continues during leave.
5	is on authorized leave (accrued or advance) at member's residence where member's dependents reside		leave is followed by TAD period within commuting distance of member's residence	FSA-R credit continues during leave but is suspended during period of TAD. (47 Comp Gen 67)
6	is on or enters any status covered by rules 1 through 4		member's permanent station changes	FSA-R credit stops. (note 2)
7	is reassigned PCS from a permanent station in U.S. to a hospital for observation or treatment	dependents transportation to the hospital is disapproved by the hospital commander upon determination that prolonged treatment is not expected (note 3)	member meets requirements in note 1	member is entitled to FSA-R.
8	is on or enters any status covered by rules 2 through 4	member is entitled to FSA-T when entering such status	member remains attached to the TD station	member continues to receive FSA-T. (43 Comp Gen 332)
9	is ordered to a hospital as a patient in attached status			member is not entitled to FSA-T.(43 Comp Gen 596)
10	is on TAD for more than 30 days from member's permanent station	member does not qualify for FSA-R at permanent station	member's permanent station remains unchanged	member is entitled to FSA-T for authorized travel time to and from TD station and for duty at that station. (note 4)
11	is performing travel or TD en-route to first or new permanent duty station on PCS, or initial permanent duty assignment	is entitled to FSA-R at new permanent duty station (note 4)		member is entitled to FSA-T for TD and authorized travel period. (note 4)
12	is on TD for more than 30 days en-route to a new permanent station	member does not qualify for FSA-R at this new station		member is entitled to FSA-T for authorized travel time to and from TD station and for duty at that station. (note 4) (43 Comp Gen 322)

Continued on next page.

FIGURE 3-19

FSA Conditions Of entitlement (Cont'd)

RULE	A	B	C	D
	If member	and	and	then
13	is on temporary additional duty	member is entitled to FSA-S when entering such status (note 1)	Member remains assigned to duty aboard a ship which is away from its homeport	FSA-S accrues during entire period of TAD. (note 5)
14	is hospitalized away from the ship			FSA-S accrues during period of hospitalization. (note 5)
15	is on authorized leave			FSA-S accrues during period of leave. (notes 5 & 7)
16	is in military confinement on or away from the ship or otherwise restricted by military authority from performing duty			FSA-S accrues during period member is confined or restricted.
17	is on or enters any status covered by rules 13 through 16		the ship returns to homeport	entitlement to FSA-S ends on day before ship returns to homeport.
18			member is detached from ship while it is away from homeport	entitlement to FSA-S ends on date of detachment from ship. (note 6)
19			member is detached from ship while it is away from homeport and is later reassigned to ship while it is away from its homeport	FSA-S accrues from date of reassignment to ship provided ship does not return to home port in less than 31 days. (note 6) (45 Comp Gen 838)
20	is on TDY redeployment of more than 30 days	following earlier TDY deployment of more than 30 days which qualified member for FSA-T	period between deployment is 30 days or less	member's entitlement to FSA-T continues.
21	is on board a ship redeployed for more than 30 days	following earlier deployment of more than 30 days which qualified member for FSA-S	period between deployment is 30 days or less	member's entitlement to FSA-S continues.
22	meets the qualifying requirements of any of the rules 1 through 21	member is married to another active duty member	the couple were residing together immediately before being separated by reason of military orders	member is entitled to FSA-II under the specific rule. (note 7).
23	executes PCS orders causing a separation from the member's spouse	member is married to another active duty member	the couple was residing together immediately before being separated by reason of military orders	member is entitled to FSA-R under the specific rule. (note 7)
24	receives PCS orders and dependents are unable to accompany member due to certified medical reasons	the member elects an unaccompanied tour	the member's request for FSA is approved by Commandant(G-WPM-2)	member is entitled to FSA-R for the entire tour. (note 8)

Notes:
1. Must meet the requirements of section 3-G-4.
2. A new determination of entitlement is required if member's permanent station changes. Refer to rule 2 of figure 3-22 for date to stop FSA.
3. More than 90 days is prolonged hospitalization.
4. Includes members in the recruit training/OCS pipeline. Members are not entitled to FSA-R or FSA-T during authorized leave en-route or proceed time (refer to rules 1 and 2 of figure 3-21. Refer to rule 9 of figure 3-22 for date to stop FSA).
5. If dependent's residence is within commuting distance of the place where member is in such status, FSA-S will continue for 30 days only.
6. Does not apply if member is detached and attached the same to another ship away from its homeport. (45 Comp Gen 838)
7. Not more than one monthly allowance may be paid with respect to a married military couple for any month. Each may be entitled to FSA within the same month, but both cannot be simultaneously entitled. Payment will be made to the member whose orders resulted in the separation.
8. Effective 1 Jan 2002, FSA is payable to personnel who elect to serve unaccompanied tours due to the inability of dependents to accompany the member for certified medical reasons. Requests will be forwarded to Commandant (G-WPM-2).

FIGURE 3-19 (Cont'd)

FSA Start Dates

RULE	A	B	C
	When an eligible member	and the member	then FSA credit
1	departs the permanent station on PCS (not authorized FSA-R at old station), or TDY in conjunction with PCS (note 1)	is not authorized proceed time or leave en-route	starts on date of detachment from old station. (note 1)
2		is authorized proceed time or leave en-route	starts on constructive date of detachment plus days of authorized leave and/or proceed time. (note 1)
3	departs homeport aboard ship, including a ship in an inactive status	remains in this status continuously for more than 30 days	starts on date of departure. (note 2)
4	joins or rejoins a ship away from homeport	remains on duty on board a ship away from its homeport continuously for more than 30 days	starts on first day that member boards ship away from its homeport. (note 5)
5	acquires a dependent	is qualified for FSA-R	starts on date member acquires the dependent. (note 5)
6		is qualified for FSA-S	starts on date member acquires the dependent, and remains away from homeport aboard ship for more than 30 days after that date.
7		is qualified for FSA-T	starts on date member acquires the dependent, and remains on TAD for more than 30 days after that date.
8	has the dependents returned from outside CONUS under JFTR, U6000, U5900B, U5900C		starts on date of dependents' departure from duty station. (note 3)
9	reports on board a ship after a change of homeport has been declared	does not reside with the dependents at or near the current homeport of the ship	starts on the date member reports on board the ship. (note 4) (43 Comp Gen 553)

Notes:

1. Do not pay FSA-T until member has been on TDY continuously for more than 30 days. In computing the amount payable, the 31st day of any month should be excluded from the computation and February should be treated as if it actually had 30 days for payment purposes when the entire month is included (refer to section 3-G-10).

2. Does not apply if ship is in a port (other than its homeport) located within commuting distance of the residence of member's dependents continuously for more than 30 days (refer to section 3-G-8).

3. FSA does not accrue if evacuation under JFTR para U5900-B, was caused by the dependent's misconduct. Entitlement to FSA does not accrue if dependents are returned for reasons indicated under JFTR para U5905-C.

4. FSA-R does not accrue if member was on board ship when the change in homeport was declared, except under section 3-G-9.

5. If the constructive date of detachment from the old duty station is after acquisition of the dependent, then FSA credit will start on the constructive date of detachment from the old station.

FIGURE 3-20

FSA-R Overseas Assignment

RULE	A	B	C	D
	If eligible member	and	and	then member (s)
1	selected for PCS overseas	the accompanied tour is not authorized.		is entitled to FSA-R for entire unaccompanied tour. (note 1).
2		elects the unaccompanied tour instead of the authorized accompanied tour		is not entitled to FSA-R for the length of such tour, including tour extensions. (note 5).
3		elects the accompanied tour	concurrent travel authorized and dependents travel with member	is not entitled to FSA-R.
4		is assigned to an automatic concurrent travel area or an advance application area	application for concurrent travel has been approved by the area commander	is entitled to FSA-R if dependents do not travel with member for government reasons. (note 2)
5		in status covered by rule 4	dependents arrive at member's overseas station	FSA-R stops the day before date dependents arrive.
6	in status covered by rule 4	dependents arrive at member's overseas station		FSA-R stops the day before date dependents arrive.
7	reassigned to an advance application area	application for concurrent travel is disapproved		is entitled to FSA-R until dependents arrive at overseas station, except under conditions in rules 7 and 8.
8			fails to comply with area regulations for entry of the dependents	FSA-R is stopped when timely action is not taken under application regulations. (note 3)
9			there is a delay of more than 60 days in dependents' arrival (60-day period begins on date of orders)	entitlement to FSA-R continues through day before dependents arrive at overseas station, not to exceed 60 days from date transportation of dependents is authorized unless additional delay is caused by the Government. (note 4)
10	assigned overseas	transportation of dependents is authorized by overseas command but delayed by lack of transportation or is disapproved by		is entitled to FSA-R through day before dependents arrive at the duty station.
11		transportation of dependents is not authorized for reasons of health (for example, pregnancy, etc)		FSA-R accrues through day before date dependents arrive at overseas station.
12		one or more of the dependents live at or near the overseas station	member qualifies for FSA-R for the dependents who are not authorized to travel to the overseas station	is entitled to FSA-R.
13	assigned overseas	after arrival at overseas concurrent travel area or an advance application	change is approved	entitlement to FSA-R continues through day before dependents arrive at overseas station, not to exceed 60 days from date transportation of dependents is authorized, unless additional delay is caused by the Government. (note 4)

Notes to figure 3-21 are on page 3-83.

FIGURE 3-21

Notes to figure 3-21:

1. In all cases, entitlement exists only if dependents do not live at or near the duty station (refer to section 3-G-7). In areas where dependents are not permitted, member does not have to apply for transportation of dependents or to elect type of tour.

2. A member required to perform TD en-route would be separated from the family due to military requirements.

3. FSA-R continues if member acted timely to apply for transportation of the dependents and the application was disapproved because of the lack of service retainability or time remaining in the overseas tour.

4. Delays due to Government reasons include:
   a. Lack of transportation facilities.
   b. Disapproval by CONUS commander.
   c. Disapproval for reasons of health (pregnancy of wife, etc)
   d. Insufficient service retainability or time remaining in the overseas tour.

5. Members who reported prior to 1 Oct 1986, continue to accrue FSA entitlements until such time the member departs under PCS orders, if otherwise entitled. FSA entitlements terminated 13 Nov 1986, for all members who reported on and after 1 Oct 1986.

FIGURE 3-21 (Cont'd)

Date To Stop FSA

RULE	A	B
	If member	then FSA credit continues through
1	has dependents who arrive at the duty station with intent to establish a residence	the day before dependents arrive. (note 1)
2	on next reassignment, arrives at a station where member does not qualify for FSA	the day before date member arrives at new station. (note 5)
3	returns from TAD of more than 30 days	the day before date of member's return from TAD. (note 2)
4	is in a non-pay status for any period	the day before the date entering such status, except as provided in section 3-H.
5	has sole dependent in an institution, and if the stay in the institution continues	the day before one year from the date member's sole dependent entered an institution. (note 3)
6	is on board a ship away from its homeport	the day before ship returns to homeport or date of detachment from ship, whichever is earlier. (note 4)
7	reports on board a ship after a change of homeport has been declared	the effective date of the change of homeport.
8	has only secondary dependents who resides with relatives or friends	day before date dependents move to home of relatives or friends.
9	completes period of TD of more than 30 days in conjunction with PCS	the day before the date the member arrives at the new station. (note 2)

Notes:

1. Refer to section 3-G-6 for temporary social visits.
2. If delay en-route and/or proceed time is authorized, use constructive date. Refer to section 3-G-10.
3. Applies when stay in the institution is initially not expected to exceed one year.
4. FSA-S continues if member is detached and attached the same day to another ship away from its homeport.
5. If a delay en-route and/or proceed time is authorized and used, then use a constructive date of arrival. A constructive date will be computed by deducting the number of days leave, compensatory absence and/or proceed time authorized and used from the actual date of arrival.

FIGURE 3-22

H. Station Allowance Outside the United States.

1. Authority. 37 USC 405 authorizes the Secretary to make payment of a per diem considering all elements of the cost of living to members and their dependents, including the incidental expenses to such a member who is on duty outside the United States, or in Alaska or Hawaii.

2. Conditions of Entitlement. A member who is assigned to permanent duty outside the Continental United States (OCONUS) is entitled to station allowances (except Alaska and Hawaii draw BAH in lieu of OHA). The payment conditions are prescribed in the Joint Federal Travel Regulation (JFTR), Volume 1, Chapter 9, and rates of payment in the Appendixes. Station allowances, when authorized, are in addition to basic allowances for housing and subsistence.

3. Types of Allowances Payable. Reference the Joint Federal Travel Regulation (JFTR), Volume 1, Chapter 9, and the Appendixes.

I. Clothing Allowance for Regular Officers.

1. Authority. Under the provisions of 37 USC 415 and Public Law 96-513, effective 15 Sep 1981, all officers are entitled to an initial allowance upon their first appointment as an officer (temporary or Regular) or as a permanent warrant officer. Section 3-K contains Reserve officer entitlements.

2. Amounts Payable. Effective 1 Oct 2000, the initial uniform allowance is $400.00.

3. Entitlement Restrictions. Regular officers who received this allowance while a regular officer of another service are not entitled to this allowance for their Coast Guard service. Additionally, this uniform allowance is payable only once within the same military service.

4. Claims Prior to 15 Sep 1981. Any claim for an officer uniform allowance with a date of entitlement before 15 Sep 1981 must be forwarded to HRSIC (MAS) for settlement.

5. Civilian Clothing Monetary Allowance. Under the provisions of 37 USC 419, officers assigned to a permanent duty station at a location outside the United States may be paid a civilian clothing allowance if the officer is required by competent authority to wear civilian clothing all or a substantial portion (50 percent or more is considered substantial) of the time in the performance of their official duties.

   a. Who May Authorize Civilian Clothing Allowance. Officers assigned to Coast Guard Activities Europe and Far East who are required to wear civilian clothing may be authorized by their respective Commanding Officers. All other officers must request this allowance by submitting a letter request to Commandant (G-WPM-2) via the program manager. The request must include the tour length of the member's assignment, the percentage of time the member will be required to wear civilian clothing and whether the member needs the allowance for summer or winter outfits, or both. The seasonal uniform authorization shall be used in determining the entitlement to summer or winter outfits, or both. In certain circumstances the seasonal clothing entitlement can be waived if the request clearly indicates the member is required to wear both summer and winter clothing frequently throughout the year.

b. Rates and Conditions When Payable. Rates and conditions under which civilian clothing monetary allowances are payable are contained in figure 3-23.

J. Clothing Allowances for Enlisted Members.

1. Authority. Title 37 USC 418 authorized the President to prescribe the quantity and kind of clothing, or cash allowance in lieu thereof, to be furnished to enlisted members.

2. Definition of Terms. The terms "Continuous Active Duty" and "Continuously on Active Duty," as used in this section, include an interim of 3 months or less between the date a member is separated and the date reenlisted or recalled to AD.

3. Clothing-in-Kind Issue to Enlisted Members. An initial or partial initial clothing-in-kind issue will be made to all enlisted members upon reporting for extended active duty (EAD).

4. Types of Cash Clothing Allowance. The types of clothing monetary allowances authorized for Coast Guard enlisted members are:

   a. Civilian.

   b. Supplementary.

   c. Maintenance.

   Note: These allowances accrue to enlisted members under conditions described in sections 3-J-5 through 3-J-7.

5. Civilian Clothing Monetary Allowance. This allowance is authorized for enlisted members when they are assigned to duty requiring the wearing of civilian clothing. Members who are merely permitted, rather than required, to wear civilian clothing are not entitled to this allowance.

   a. Who May Authorize Civilian Clothing Allowance. Personnel may be authorized this allowance when requested and approved by Commandant (G-WPM-2). This allowance is authorized for enlisted members assigned to duty as special agents in accordance with the Investigations Manual, COMDTINST M5527.1 (series). Special Agents are considered required to wear civilian clothes at all times during their assignment of such duties. This may be accomplished in the orders assigning the member to duties requiring the wearing of civilian clothing if such orders are issued by Chief, Enlisted Personnel Management Division, Coast Guard Personnel Command. Commanding officers, district commanders and MLC commanders shall submit a letter to Commandant (G-WPM-2) requesting the civilian clothing allowance. Requests must include the tour length of the member's assignment and whether the allowance is for summer or winter outfits, or both, are needed. The seasonal uniform authorization shall be used in determining the entitlement to summer or winter outfits or both. In certain circumstances the season clothing entitlement can be waived if the request clearly indicates the member is required to wear both summer and winter clothing frequently throughout the year.

   b. Rate and Conditions When Payable. Rates and conditions under which civilian monetary allowances are payable are in figure 3-23.

6. Supplementary Clothing Monetary Allowance. This allowance accrues to enlisted members who are assigned to duty where they are required to have special items or quantities of individual uniform clothing not normally required for the majority of enlisted members. This allowance is in addition to any other clothing monetary allowance. Rates and conditions under which allowances are payable are found in figure 3-24.

7. Clothing Maintenance Monetary Allowance. This allowance provides for the maintenance and replacement of items of personal clothing requiring replacement during the member's tour of duty. Disregard periods of time lost when computing periods of AD for the purpose of commencing maintenance allowance.

   a. Type of Clothing Maintenance Allowance. Refer to figure 3-25 and for reserve enlisted members, figure 3-26, for the types and conditions under which maintenance allowances are payable.

   b. Rates Payable. Cash clothing maintenance allowances are payable at the monthly rates specified in figure 3-27.

8. Alteration Expense. The cost of essential alteration of outer garments of initial (or partial initial) issues of uniform clothing to enlisted members is a proper charge to appropriated funds. Local commands should arrange for procurement of this service from commercial or exchange activities under the small purchase procedure. Charge alteration expense to the appropriation, operating guide and cost center to which the cost of uniform clothing is chargeable.

Civilian Clothing Monetary Allowance; Conditions of Entitlement and Rates Payable
(Effective 1 Oct 1999)

RULE	A	B	C	D	E
	When a member is (note 1)	and	and	then member is authorized	in the amount of
1	ordered to a permanent duty station (PDS) and is required to wear civilian clothing in the performance of official duties	length of tour assignment is over 24 months	both summer and winter clothing are required	a Special Initial Civilian Clothing Monetary Allowance (SICMA-CIV)	1,270.00
2			either summer or winter clothing is required		821.00
3		length of tour assignment is 12 to 24 months	both summer and winter clothing are required		1,004.00
4			either summer or winter clothing are required		660.00
5		length of tour assignment is less than 12 months	both summer and winter clothing are required		752.00
6			either summer or winter clothing is required		503.00
7	is ordered to a new PDS and their last PDS did not authorize the wearing of civilian clothing, and they meet the criteria of one of Rules 1-6 above (notes 6 and 7)			either a Special Initial (SICMA-CIV), or Partial Initial (PART-SICMA-CIV) Civilian Clothing Monetary Allowance	note 2
8	voluntarily extends or is directed to remain in the current assignment requiring the wearing of civilian clothing after having received an initial SICMA-CIV	extension if for at least six months but less than 12 months		a Special Continuing Civilian Clothing Monetary Allowance (SCCMA-CIV)	note 3
9		extension is for 12 months or greater			note 4
10	required to wear civilian clothing while performing TDY and a full TDY allowance has not been paid within the last 3 years (note 8)	the period of the TDY is at least 15, but less than 30 consecutive days	prior approval was obtained from Commandant (G-WPM-2) and specified in the member's orders	a Special Temporary Duty Civilian Clothing Monetary Allowance (STADCMA-CIV)	250.00
11		period of TDY is at least 30 consecutive days			469.00 (note 5)

Notes:
1. Officers are only eligible if they are required to wear civilian clothing at least 50% of the time in the performance of official duties and their permanent duty station is outside the United States.
2. For the PART-SICMA-CIV, the allowance is 50% of the applicable SICMA-CIV amount from rules 1-6. The SICMA-CIV allowance is not payable upon reassignment during a period of continuous active duty unless three or more years have elapsed between such assignments. Nor shall it be paid if the member has been out of a qualifying assignment for less than 12 months, and subsequently assigned to a qualifying assignment.
3. Allowance is 20% of the applicable SICMA-CIV from rules 1-6.
4. Allowance is 30% of the applicable SICMA-CIV from rules 1-6.
5. A member who has not received the maximum amount payable for temporary duty due to the length of the first TDY assignment, who later performs additional TDY that qualifies for a larger payment (i.e., over 30 days), is authorized the difference between the two amounts. Pro-rated payment will be based on the maximum rate in effect at the time of payment. Total payments during a 3 year period shall not exceed the maximum rate of rule 11.
6. This also applies to members reassigned to a consecutive tour at the same permanent duty station. In such cases, the 50% allowance is payable on commencement of the consecutive tour.
7. This also applies to members who remain in the assignment for which the member received an initial clothing allowance but are not eligible for an additional clothing allowance on the basis of tour extensions or consecutive assignments. In such cases, requests must be submitted to Commandant (G-WPM-2) for approval. If approved, the amount will be 50% of the current maximum initial allowance and will be payable on or after each 3-year anniversary date of the initial civilian clothing monetary allowance.
8. The officer must be performing TDY outside the United States.

FIGURE 3-23

Entitlement to Enlisted Supplementary Clothing Maintenance Allowances (SUPP CMA) Rates
Effective 1 Oct 2001

RULE	A	B	
	When an enlisted member is assigned to:	Then a SUPP CMA is authorized to: (note 1)	in the amount of:
1	The Coast Guard Academy Band.	All members	$80.00
2	The Ceremonial Honor Guard at TISCOM Alexandria, VA.	All members	$212.76
3	Duty as a Coast Guard Recruiter.	Female Male	$328.69 $222.03
4	Ship Training Detachment, Area Training Team, Section or District Training Team, Subsistence Advisory Team, Regional Inspector.	Female Male	$336.29 $222.03
5	Duty as Recruit Company Commander, Assistant Company Commander or Recruit Drill Instructor and meets eligibility requirements. (notes 2 and 3).	Female Male	$934.29 $751.55
6	a. Coast Guard Activities New York Police Department. b. Coast Guard Support Center Elizabeth City Police Department.	Female Male	$188.95 $124.15
7	Duty aboard a Coast Guard Buoy Tender. (notes 4 and 5).	All members	$119.55
8	Active Duty and; effective 23 Dec 99, Selected Reserve Members (SELRES), requiring the wearing of the maternity uniform. (note 6).	Female	$172.85
9	Duty as a Commandant - Designated Command Master Chief (CMC). (note 7).	Female Male	$336.29 $222.03
10	Duty as LANTAREA CMC, PACAREA CMC, and Reserve Force CMC.	Female Male	$715.26 $738.35
11	Duty as Master Chief Petty Officer of the Coast Guard. (note 8).	Female Male	$1,165.26 $1,188.35

Notes:

1. The allowance is payable only once during an assignment to such duty. The allowance is not payable upon reassignment to the same type of duty during a period of continuous active duty, unless 3 years or more have elapsed between such assignments.
2. The one time supplementary uniform allowance shall be authorized upon completion of recruit company commander qualification training.
3. Additional payment is not authorized because of change in designation of company commander, assistant company commander or drill instructor.
4. This is authorized only when the commanding officer or officer in charge determines specific members of the crew require two pair of safety shoes because their duties involve additional exposure to the elements. This allowance is not payable when safety shoes can be ordered through normal supply system channels using unit operating funds.
5. Coast Guard buoy tenders for this purpose are defined as: WLB, WLM, WLI, WLIC, WLR, and WTGBs with the 120' ATON barge.
6. Subsequent payment will not be authorized for more than one pregnancy within 3 years of the date of approval of earlier payments. ALCOAST 230/99, dated 23 Dec 99, revised guidance to COMDTNOTE 1900.9 regarding pregnant Selected Reserve Members (SELRES).
7. Reference Commandant Instruction 1306.1A, Subj: Command Master Chief Program.
8. An Area CMC selected as MCPOCG, is <u>only</u> authorized $378.97 to cover the cost of changing out rank insignia/rating badges.

FIGURE 3-24

Entitlement to Clothing Maintenance Allowances (BMA or SMA)

RULE	A	B	C
	When an enlisted member	and is not	then member is entitled to a monthly
1	completes 6 months of active duty after last entitlement to an initial or partial or partial initial clothing-in-kind issue. (note 1, 4, and 5).	missing, missing-in-action, captured, or detained in a foreign country; or forfeiting total pay; or in confinement under sentence providing a punitive discharge; or terminated from the status for which the clothing monetary allowance was awarded; or serving as a temporary officer (even though receiving "Saved pay" of enlisted status)	BMA commencing on the day following the date of completion of 6 months active duty. (note 2).
2	enlists, reenlists or reports for active duty within 3 months from date of discharge or release from active duty from the Coast Guard or Coast Guard Reserve. (note 5).		BMA or SMA, commencing on the first day on active duty in a pay status. (note 3).
3	completes 36 months of active duty after last entitlement to clothing-in-kind issue. (note 1, 4, and 5).		SMA commencing on the day following date of completion of 36 months of active duty.

Notes:

1. The time period is computed without regard to lost time.

2. Effective 1 Apr 1991, a reservist serving on long term continuous active duty (over 180 days), whether or not under the same orders (ADSW-AC or ADSW-RC), the day before the first day of active duty is considered to be the date of the last entitlement to an issue in kind. Therefore BMA would be payable commencing on the 181st day of continuous active duty. SMA would be payable commencing the day following the completion of 36 months of continuous active duty. For reservists in these circumstances the definition of "continuous active duty" in paragraph 3-I-2 does not apply (i.e., no break in service is allowed).

3. The maintenance allowance to be paid these members depends on the period that has elapsed since the member's last entitlement to an initial clothing issue (i.e., on and after 6 months but before completion of 36 months active duty (AD) – BMA, after completion of 36 months AD – SMA).

4. Members who are discharged from the Coast Guard, then reenlist in the Coast Guard more than 90 days after discharge, are entitled to: (a) a complete full issue of uniforms upon reenlistment; (b) no CMA for the first 6 months thereafter; (c) BMA commencing on the day following completion of 6 months active duty; and (d) SMA commencing on the day following completion of 36 months of active duty. To obtain the initial uniform issue upon reenlistment, the member's PERSRU shall submit form CG-3019A to the Coast Guard Uniform Distribution Center, Woodbine, NJ.

5. Entitlement of a Coast Guard Reserve member who integrates into the Regular Coast Guard is:

   a. If the reservist was on extended active duty of over 6 months immediately prior to integrating into the Regular Coast Guard, the Reservist is entitled to SMA beginning on the first day of enlistment in the Regular Coast Guard.

   b. If the reservist was in a drilling status and receiving Reserve Clothing Maintenance Allowance prior to integrating into the Regular Coast Guard, then the member is entitled to the corresponding Regular Clothing Maintenance Allowance beginning on the first day of enlistment in the Regular Coast Guard, i.e., BMA if receiving RBMA, SMA if receiving RSMA immediately prior to integration. See Figure 3-26, Rule 3 and note 3.

   c. If the reservist was in the individual ready reserve immediately prior to enlisting in the Regular Coast Guard, the reservist shall be provided an initial clothing-in-kind issue upon enlistment, BMA commencing on the day following completion of 6 months active duty, and SMA commencing on the day following completion of 36 months active duty.

FIGURE 3-25

Entitlement to Reserve Clothing Maintenance Allowances (Reserve Basic or Reserve Standard)

RULE	When a reserve enlisted member	and is not	then the reserve enlisted member is entitled to a
1	has 3 or more years of cumulative Coast Guard selected reserve service, or is an active duty enlisted member released from active duty (RELAD) and is now a member of the Coast Guard Selected Reserve	missing, missing-in-action, captured, or detained in a foreign country; or forfeiting total pay; or in confinement under sentence providing a punitive discharge; or terminated from the status for which the clothing monetary allowance was awarded; or serving as a temporary officer (even though receiving "Saved Pay" of enlisted status)	per drill allowance RSMA commencing on the day following date member released from active duty (RELAD). (see notes 1 and 2)
2	has less than 3 years cumulative Coast Guard service in the CG Selected Reserve		per drill allowance RBMA commencing on the date the member affiliates with the selected reserve. (See notes 1 and 2)
3	enters into an active duty contract of a duration of 30 or more consecutive days		BMA (was in receipt of RBMA) or SMA (was in receipt of RSMA), commencing on 1 Oct 97 in accordance with active duty clothing maintenance allowance entitlements. (See note 3)
4	enlists, re-enlists, or reports for inactive duty within 3 months from date of discharge or release from CG active duty		RBMA or RSMA, commencing on the first period of inactive duty in a pay status.

Notes:

1. Breaks in service of three months or less, and assignments to the inactive ready reserve (IRR), do not have an effect on RSMA entitlement. If a member has a break in service of over three months, the member will have to begin over with RBMA.

2. Reserve Clothing Maintenance Allowance became effective on 1 Oct 1997. Members with 3 or less years continuous service in the SELRES on 1 Oct 1997 became entitled to RBMA, and members with over 3 years continuous service in the SELRES on 1 Oct 1997 became entitled to RSMA.

3. Enlisted reservists who are receiving an allowance under RCMA and accept active duty orders shall receive the active duty clothing maintenance allowance (CMA) equivalent. Example: A reservist in receipt of RSMA or RBMA and accepts active duty orders of 30 consecutive days or more, the reservist will be eligible immediately to receive either the Standard Maintenance Allowance (SMA) or Basic Maintenance Allowance (BMA) in accordance with the active duty clothing maintenance allowance.

FIGURE 3-26

Clothing Maintenance Allowances – Rates Payable Active Duty and Reserve (per paid drill)
(Effective 1 Oct 2001)

RULE	A When a member is entitled to:	B and is a	C then the rate payable is:	D
1	Basic Maintenance Allowance (BMA)	Male member E1 - E9	$15.61 $18.16 $17.45	1 Oct 99 1 Oct 00 1 Oct 01
2		Female member E-1 - E9	$19.05 $20.32 $21.15	1 Oct 99 1 Oct 00 1 Oct 01
3	Standard Maintenance Allowance (SMA)	Male member E1 - E9	$22.30 $25.94 $24.92	1 Oct 99 1 Oct 00 1 Oct 01
4		Female member E1 - E9	$27.22 $29.02 $30.22	1 Oct 99 1 Oct 00 1 Oct 01
5	Reserve Basic Maintenance Allowance (RBMA) (note 1)	Male member E1 - E9	Per paid drill $1.10 $1.73 $1.84	1 Oct 99 1 Oct 00 1 Oct 01
6		Female member E1 - E9	Per paid drill $1.36 $2.34 $2.48	1 Oct 99 1 Oct 00 1 Oct 01
7	Reserve Standard maintenance Allowance (RSMA) (note 1)	Male member E1 - E9	Per paid drill $1.58 $2.48 $2.64	1 Oct 99 1 Oct 00 1 Oct 01
8		Female member E1 - E9	Per paid drill $1.95 $3.34 $3.55	1 Oct 99 1 Oct 00 1 Oct 01

Note:

1. RBMA and RSMA is only payable to selected reservists in training pay category A or B. The maximum number of drills for which a reservist may be paid RBMA and RSMA is 48 drills per year.

FIGURE 3-27

K. Uniform Allowances for Reserve Officers.

1. Authority. The statutory authority for payment of uniform allowances to Reserve Officers is 37 USC 415, 416, and 417. A reserve officer may become entitled to two different allowances for purchase or maintenance of required uniforms as provided in this section.

2. Initial Uniform Allowance.

   a. This allowance is payable to a Reserve officer when he or she:

      (1) First reports for active duty (other than training) for a period in excess of 90 days including authorized travel time;

      (2) Completes not less than 14 days of active duty;

      (3) Completes 14 periods, of not less than 2 hours duration each, of inactive duty training in Ready Reserve status; or

      (4) Upon appointment or transfer from another Reserve component of the Armed Forces where a different uniform was required.

   b. Do not combine service described in sections 3-K-2.a.(2) and (3) to obtain the qualifying period for entitlement to this allowance.

   c. Amounts Payable. Effective 1 Oct 2000, all officers commissioned or appointed in the Reserve component are authorized $400.00, regardless of the source of commission or previous enlisted status.

   d. When Not Payable. This allowance is not payable to a Reserve officer:

      (1) Who has received an initial uniform reimbursement or allowance in any amount as an officer under any law other than 37 USC 415 (32 Comp Gen 260).

      (2) Who has previously received or was entitled to the initial uniform allowance as an officer of the Coast Guard Reserve.

      (3) Who was entitled to an initial uniform allowance as a Regular Officer of any armed force upon initial appointment as a Reserve officer of any armed force.

3. Additional Active Duty Uniform Allowance. From 15 Sep 1981 through 30 Sept 2000, the allowance was $100.00. Effective 1 Oct 2000, a Reserve Officer is entitled to an allowance of $200.00 as reimbursement for the purchase of additional uniforms and equipment as follows:

   a. When Payable. This allowance is payable each time a reserve officer enters on active duty of more than 90 days duration (including authorized travel time). A reserve officer who is ordered to active duty and whose orders anticipate a tour of less than 90 days may not be paid this allowance until the 91st day of duty. The orders to duty are not restricted to a single order requiring service in excess of 90 days but may be comprised of a series of orders which require continuous service for a period in excess of 90 days (33 Comp Gen 250 and 42 Comp Gen 550).

   b. When Not Payable. This allowance is not payable for any tour of active duty if the officer:

      (1) During that tour or within a period of 2 years before entering on that tour received under any law an initial uniform reimbursement or allowance in excess of $400.00.

      (2) Enters on active duty within 2 years after completing a previous period of active duty of more than 90 days as a Coast Guard Reserve Officer (32 Comp Gen 264, 42 Comp Gen 50, and 43 Comp Gen 265).

4. Service Not Counted. Periods of duty not requiring the wearing of a uniform may not be counted in determining entitlement to any of the above uniform allowances.

5. Entitlement Examples:

   Example 1: A Reserve officer reported for active duty in excess of 90 days in the Coast Guard Reserve on 1 Jul 1982. The Officer was previously released from the Coast Guard Reserve to inactive duty on 30 Apr 1976. The officer had received a $200.00 initial uniform allowance on 1 May 1974 under the Armed Forces Reserve Act of 1952. The officer is not entitled to an initial uniform allowance on 1 Jul 1982 since the officer had previously received an initial uniform allowance as indicated in 3-J-2.d. The officer is entitled to the $100.00 additional active duty uniform allowance since more than 2 years had elapsed since completing the previous period of active duty in excess of 90 days as indicated in 3-K-3.b..(2).

   Example 2: An officer was separated from a Regular component of the Armed Forces on 30 Jun 1980. The officer was appointed as a Coast Guard Reserve officer on 1 Jul 1980 and reported for active duty in excess of 90 days on 1 May 1982. The officer is not entitled to the initial uniform allowance since separation was from a Regular component of the Armed Forces. The officer will be entitled to the additional active duty uniform allowance of $200.00 as indicated in 3-K-3.a.

   Example 3: A Marine Corps Reserve officer was paid the $100.00 initial uniform allowance authorized under the Naval Reserve Act of 1938. The officer subsequently resigned the commission in the Marine Corps Reserve and was appointed an officer in the Coast Guard Reserve. The officer reported for active duty in excess of 90 days in the Coast Guard Reserve on 15 Nov 1962. The officer is not entitled to the initial uniform allowance as indicated in 3-J-2.b. The officer is entitled to the $200.00 additional active duty uniform allowance as indicated in 3-K-3.b.

Example 4: A Reserve officer first reported of active duty on 1 Jul 1980 and was released to inactive duty on 30 Jun 1981. The officer received an initial uniform allowance of $200.00 and $100.00 additional active duty uniform allowance on 1 Jul 1980. The officer will be entitled to the uniform maintenance allowance of $50.00 on 30 Jun 1985 if the officer meets other qualifications as indicated in section 3-K-4.

Example 5: A Coast Guard Reserve officer entered on active duty on 1 Apr 1980 for a period contemplated to be in excess of 90 days. The officer received $100.00 additional active duty uniform allowance. The officer was released to inactive duty on 15 Jun 1980. The officer was not required to refund the $100.00 uniform allowance although the officer did not perform active duty for a period in excess of 90 days. The officer re-entered on active duty for a period in excess of 90 days on 1 May 1982. The officer is not entitled to a second $100.00 additional AD uniform allowance since the officer entered on active duty within 2 years after completing a prior period of active duty as a Coast Guard Reserve officer of (constructively) more than 90 days (32 Comp Gen 511). Refer to section 3-K-3.b.(2).

Example 6: The officer in example 5 reported for a second tour of active duty in excess of 90 days on 15 Jun 1982. The officer is entitled to a second $200.00 additional active duty uniform allowance. The actual date of completion is used in measuring the time which must elapse before a subsequent payment can be made (33 Comp Gen 251). Refer to section 3-K-3.b.(2).

L. Personal Money Allowance.

1. Authority. 37 USC 414(a) authorizes officers, and effective 1 Oct 2000, the Master Chief Petty Officer of the Coast Guard (MCPO-CG), in positions listed below, who are entitled to receive basic pay, to also receive a Personal Money Allowance. This allowance is in addition to any other pay or allowance authorized. The allowance is payable while serving in the grade of Vice Admiral or above and as the MCPO-CG. When entitlement is based on a specific duty assignment, it does not accrue before the date the officer or E10 starts, or after the date of release from such duty assignment.

2. Who may be paid this allowance. An officer, and the MCPO-CG, is entitled to a Personal Money Allowance while serving as:

   a. Commandant of the U.S. Coast Guard.

   b. Admiral (O10) or Vice Admiral (O9).

   c. Master Chief Petty Officer of the U.S. Coast Guard.

3. Rates Payable. Personal Money Allowance is payable at the following monthly rates:

   Commandant - $333.33
   Admiral - $183.33*
   Vice Admiral - $41.67
   MCPO-CG - $166.66

   *Except when serving as Commandant

4. Taxability and Withholding Tax. Effective 1 Jul 1991, Personal Money Allowance is subject to Federal and State income tax and withholding.

M. Cost-of-Living Allowance for members assigned to High-Cost Areas in CONUS (CONUS COLA).

1. Authority. CONUS COLA is authorized by 37 USC 403B. Regulations implementing CONUS COLA for the Uniformed Services are contained in the Joint Federal Travel Regulations (JFTR), Volume 1, Chapter 8, Part B.

2. Definition of CONUS COLA. A cost-of-living allowance to assist members residing in high cost areas within the continental United States.

3. Conditions of Entitlement. Refer to the Joint Federal Travel Regulations (JFTR), Volume 1, Chapter 8.

4. Rates Payable. Contact the PERSRU for current rates or refer to the per diem web site at: www.dtic.mil/perdiem

5. Taxability and Withholding Tax. CONUS COLA is subject to Federal and State Income Tax and withholding.

N. Family Subsistence Supplemental Allowance (FSSA).

1. Authority. Under the provisions of 37 USC 401 and 402, Family Subsistence Supplemental Allowance (FSSA) is effective 1 May 2001. Entitlement authority expires30 Sep 2006. FSSA is a voluntary, non-taxable monthly supplemental allowance designed to bring a member's household income to 130% of the federal poverty line, thereby removing a member's eligibility for food stamps. FSSA entitlement may not exceed $500 per month. Eligibility is based on a member's monthly household income and size.

2. Members Eligible for FSSA. Created as an additional subsistence entitlement, FSSA payments are eligible to members of the armed forces who would normally be eligible to receive food stamps. Active duty and reserve component members stationed in the continental United States and outside the continental United States may participate in the FSSA program. Members do not have to participate in the food stamp program in order to apply for FSSA. Although FSSA benefits are intended to supplement a member's subsistence allowance, there are no restrictions on how FSSA benefits are used. Any member of the Coast Guard serving on active duty may participate in the FSSA program. Reserve component members on active duty for any period of time are eligible for FSSA. Reserve component members on active duty for less than 140 days must re-apply for FSSA each time that the member is ordered to active duty. An eligible reserve component member scheduled for more than one period of non-consecutive duty within a 30-day period may make a single application for FSSA for all active duty within that period. Application for FSSA must be submitted within 30 days after completion of the active duty period. Reserve component members are subject to the same FSSA rules and procedures as regular members, provided they meet established criteria.

3. Members Not Eligible for FSSA.

   a. Recruit attending basic military training (BMT).

   b. A reservist performing inactive duty training (IDT-"drills").

   c. Member attending officer training (Officer Candidate School, Officer Training School) or Reserve Officer Candidate Indoctrination (ROCI) who do not have continuous prior active duty or reserve enlisted service (i.e., were not in an active duty or ready reserve status immediately prior to receiving orders to OCS or ROCI). Enlisted members (active or reserve) with no break in service prior to assignment to OCS or ROCI, remain eligible.

   d. Member in excess leave status (37 USC 502).

   e. Member in an absent without leave status, unless the absence is excused as unavoidable (37 USC 503).

   f. Member on approved educational leave of absence not exceeding 2 years (10 USC 708).

   g. Member with no dependents training for, attending or participating in Pan American games, Olympic games, or other specifically authorized international amateur sport competitions and subsisted during that period by a sponsoring agency (37 USC 420).

   h. Member serving a court martial sentence that includes an approved (by the convening authority) forfeiture of pay and allowances (10 USC 857).

4. Household Income Computed for Reserve Component Members. A reserve component member's household income is computed by adding the member's military income received while on active duty to any other household income that is received during the same calendar month the member is on active duty. If the active duty period spans more than one calendar month, the FSSA entitlement will be based on the month during which the most active duty days are performed. Reserve component members shall be entitled to 1/30th of one month's FSSA for each day of duty performed for periods of active duty of less than a full month. In no case will a reserve component member's household income for a month be deemed to be less than that member's military income were that member to be on active duty for an entire month.

5. Application Process. Members must apply and be certified by Coast Guard Human Resources Service and Information Center (HRSIC (mas)) to receive FSSA payments. Members will complete the application form to determine whether or not they may qualify for a FSSA payment. Members may obtain a FSSA application from any of the following sources:

   a. On line at the DOD web site, https://www.dmdc.osd.mil/fssa

   b. HRSIC web site: www.uscg.mil/hq/hrsic/mswordforms.htm, click on form CG HRSIC-2075.

   c. Contact HRSIC customer service at (785)339-3540 and request a form be mailed or faxed. FSSA applicants may e-mail completed application forms to HRSIC-MAS@HRSIC.USCG.MIL, fax completed forms to (785)339-3760, or mail the application form to:

      Commanding Officer (mas)
      Coast Guard Human Resources Service & Information Center
      444 SE Quincy, Topeka, KS, 66683-3593.

      A signed FSSA application copy will be submitted by each applicant to their servicing PERSRU. This copy will be permanently retained in section 4 of the PERSRU PDR.

6. FSSA Calculation. FSSA is a monthly entitlement and will be paid in whole dollars. If a member is eligible for FSSA for less than a full month, the payment will be prorated for the number of days eligible during the month at a rate of 1/30th of one month's FSSA. FSSA is calculated by:

   a. Adding the service member's gross household monthly income (military and civilian, from others in the household) together for a total gross;

   b. Comparing household's gross monthly income with the U.S. Department of Agriculture food stamp gross income limit table available through either application web site discussed above in paragraph 5 or at HTTP:/WWW.FNS.USDA.GOV. Three USDA gross income limits exist depending on location: 48 states, Alaska, or Hawaii. If the member is in a location other than those listed, utilize the 48 states figures. The following is the USDA gross income limit table effective 1 Oct 2001 through 30 Sep 2002. Amounts are re-calculated annually:

Gross Monthly Income Eligibility Standards
(130 Percent of Poverty Level)

Household Size	48 States *	Alaska	Hawaii
1	$931	$1,163	$1,072
2	1,258	1,572	1,448
3	1,585	1,982	1,824
4	1,913	2,391	2,200
5	2,240	2,801	2,576
6	2,567	3,210	2,951
7	2,894	3,620	3,327
8	3,221	4,029	3,703
Each additional member	+328	+410	+376

*Includes District of Columbia, Guam, and the Virgin Islands

   c. If the member's household monthly gross income is less than the amount set in the USDA gross income limits based on the number of individuals in the household (including the service member), the member will be entitled to the difference between the gross income limit and member s household income.

   Example: a member is stationed in San Diego, CA. The member's gross income is $2,050 and has a household size of five. The USDA gross income limit for a family of five in the 48 states is $2,240.00. Subtract the member's gross from the USDA limit (2240 - 2050 = $190). The member is entitled to $190 in FSSA, unless the member is participating in the food stamp program and receives food stamps higher than $190 a month. The member is then entitled to the higher amount up to a maximum of $500.

   d. For a comprehensive discussion of FSSA and calculation examples, see the on-line Navy FSSA guide at http:/www.persnet.navy.mil/pers33/whatsnew.html. This guide will help understand the new entitlement but should not be used to make application for FSSA.

7. FSSA Relationship to the Food Stamp Program.

a. Relationship of FSSA to the food stamp and other income-based programs.

(1) Due to differences in legislation governing the FSSA program and the USDA food stamp program, members not receiving and/or not eligible for food stamps may still qualify for FSSA. Conversely, it is possible to receive food stamps and not qualify for FSSA. If a member is receiving food stamps and is certified for some amount of FSSA, the member is entitled to receive the larger of the two amounts up to a maximum of $500.

Example 1: A member has a monthly food stamp entitlement of $300 per month. The member applies for FSSA and qualifies at $150 per month. The member would receive FSSA in the higher amount of $300 per month.

Example 2: A member receives $300 per month in food stamps, but does not qualify for any FSSA. The member is not entitled to FSSA. FSSA must be greater than zero to be entitled to FSSA at the food stamp amount.

(2) FSSA-eligible members are encouraged to contact their respective work-life staffs for counseling with regard to the impact that the FSSA payment may have on other assistance programs. FSSA income may jeopardize a household's participation in assistance programs based on income such as subsidized school lunch programs, the women, infant and children (WIC) program, subsidized day care programs, earned income tax credit (EITC), temporary assistance for needy families (TANF), etc. Members should consider total benefits from assistance programs before applying for FSSA. Members who receive FSSA payments must notify those assistance programs of the additional income as required by law. Each of those programs has penalties for not reporting changes to income. The member may be subject to prosecution for failing to report the income.

(3) If a member participates in the food stamp program, FSSA income must be reported to the food stamp office. Receipt of FSSA may also reduce/remove eligibility for food stamp benefits.

8. Definition of Household. In accordance with the Food Stamp Act of 1977, a household is:

   a. An individual who lives alone or who, while living with others, customarily purchases food and prepares meals for home consumption separate and apart from others, or

   b. A group of individuals who live together and customarily purchase food and prepare meals together for home consumption. Spouses who live together, parents and their children 21 years of age or younger who live together (includes dependents under age 23 if enrolled in full-time course of study in an institution of higher learning), and children (excluding foster children) under 18 years of age who live with and are under the parental control of a person other than their parent, together with the person exercising parental control, shall be treated as a group of individuals who customarily purchase food and prepare meals together for home consumption even if they do not do so. In the case of a member who has joint custody of a child, that child may be counted as part of the members household during any month the child spends 50% or more of the time with the member.

   c. A member's household does not require the inclusion of dependents to be eligible for FSSA unless the household being claimed for FSSA is separate from the member (i.e., dependent restricted/unaccompanied tours, geo-bachelor, or long TAD periods).

9. Definition of Household Income.

   a. Include the total gross income (before any taxes or other deductions) received by all members of the household from both military and civilian sources.

      (1) The following sources of income are included in calculating gross income for FSSA purposes: Military income (basic pay, basic allowance for subsistence (BAS), basic allowance for housing (BAH) or value of (if assigned to family quarters), overseas housing allowance (OHA) or value of (if assigned to family quarters) and all bonuses (see paragraph 8.a.(2) below), special and incentive pays except as noted below, wages, earnings, salaries, commissions, tips, self employment income (minus cost of producing this income), supplemental security income (SSI), disability insurance (DIS), temporary assistance for needy families (TANF), interest or dividend income, rental income, alimony, child support, annuities, veterans benefits, unemployment or workers compensation, pensions and other retirement benefits, or any other direct payments from any source, unless excluded below.

      (2) Bonuses must be converted to a monthly income. Prorate the bonus over the period of time for which the bonus is applicable. Disregard the initial payment and installment payments. Take the entire bonus amount and divide this amount by the total months for the period of time the bonus is applicable. **Example:** A $4,800 SRB bonus amount for a 4-year enlistment would be divided by 48 months (4 years x 12 months) equals a $100 monthly bonus amount.

(3) The value of BAH/OHA for the area is included in the income calculation even if the member resides in government owned or leased housing. BAS or the value of BAS at the ENL BAS rate is also included even if the member is assigned essential station messing (ESM). Members on ESM must choose the ENL BAS rate. Other gross monthly income prior to taxes or deductions for all members (including applicants secondary income if applicable) in household shall be used. For members assigned to a locale eligible for BAH, the full BAH amount will be considered as military income in all cases, whether a member resides in civilian or government quarters. For members in an OHA locale, the actual monthly OHA amount being paid shall be considered military income for members residing in civilian quarters. For members residing in government quarters, the monthly OHA rental ceiling plus the monthly utility/recurring maintenance allowance amount shall be used.

(4) Sporadic or seasonal income will be counted only during the month or months in which received. If sporadic or seasonal income causes a member s household income to increase by $100 or more per month, the member must report this to HRSIC (mas) and be re-certified.

(5) Any household income received in foreign currency must be converted to U.S. dollars using the prevailing rate of exchange.

b. The following items are not to be included as household income: Military CONUS/OCONUS COLA (cost of living allowance), family separation housing allowance (FSH), all travel and transportation related allowances and entitlements, clothing allowances, earned income of a student attending an elementary or secondary school who is under 18 years old, loans, grants, income tax refunds, scholarships for post-secondary students, insurance settlements, payments from federal earned income tax credits, federal energy assistance payments (except those made under TANF), HUD utility reimbursements, reimbursements for expenses such as medical or dependent care (providing they do not exceed actual expenses), or the value of food stamps.

10. Certification.

a. HRSIC (mas) is designated as the certifying authority for payment of all FSSA applications and shall publish specific guidance regarding procedures for the payment of FSSA. HRSIC (mas) shall review each FSSA application for accuracy, verify information provided, and certify FSSA for payment.

b. Entitlement to FSSA may not be retroactive. Entitlement is effective on the date of official receipt of an FSSA application by HRSIC (mas).

c. FSSA payments are subject to re-certification in the five instances listed below. If the member submits a new FSSA application within 30 days of such event, and is eligible to FSSA, entitlement to FSSA will be restored the day following the last day of previous certification. If the member does not submit a new application within 30 days, the member's FSSA will be effective the date the FSSA application is received by HRSIC (mas):

(1) Annually during the month of February. HRSIC shall terminate all FSSA payments on 31 January. The member must submit a new FSSA application by 2 March in order to have FSSA restored effective 1 February.

(2) Upon promotion to the next pay grade. The PMIS/JUMPS system will automatically terminate FSSA the day prior to promotion/advancement. Members must re-apply for FSSA if eligible.

(3) Upon reporting PCS. The PMIS/JUMPS system will automatically terminate FSSA the day prior to reporting PCS. Members must re-apply for FSSA if eligible.

(4) When the member's monthly household income increases or decreases by $100 or more.

(5) When there is a decrease in the member's household size. If during re-certification it is determined that the amount of a member's FSSA entitlement will decrease due to an increase in the member's household income, recoupment of FSSA for the previous period of eligibility will not be made so long as the $100 income threshold was not exceeded.

(6) Member's Responsibility. Members will be held accountable for false statements made on a FSSA application. Failure to report all income, number of eligible household members, etc. may result in disciplinary action in accordance with the UCMJ. Any changes to income (plus or minus $100 or more) or household size must be reported to HRSIC (mas) for re-certification. Over-payments are subject to collection in accordance with Chapter 11 of this Manual. When a member is in a non-pay status for any reason, the member is not eligible for FSSA during that non-pay period.

11. HRSIC Verification. HRSIC (mas) shall utilize the automated personnel, pay and DEERS systems to verify a member's FSSA entitlement. In routine cases, HRSIC (mas) will be able to initiate FSSA payment based solely on these sources along with a faxed/e-mailed FSSA application form. If the member is currently receiving food stamps, a copy of the award letter showing the members food stamp entitlement must be faxed to HRSIC (mas) before FSSA can be initiated. HRSIC (mas) will contact the member if additional documentation is needed to certify entitlement.

Phase-I Hardship Duty Pay For Location Areas (cont'd)

Notes:

1. Effective 28 Feb 1999, payment of Department of Defense Certain Places Pay (CPP) (old Coast Guard Foreign Duty Pay (FORDU PAY)), terminated. Effective 1 Mar 1999, areas designated for FORDU PAY on the previous day are designated as Hardship Duty Pay locations.

2. Designation of a single country or state indicates that enlisted members on duty at all places within the country or State are entitled to this special pay *Example: (Alaska and Turkey, unless exceptions are indicated (Example: Greece).

3. Designation of places within a country indicates that only those places are entitled to this special pay (Example: Belgium - Florennes).

4. Enlisted personnel receiving Phase-I HDP-L effective 31 Dec 2000, and those who PCS transfer into a Phase-I HDP-L locale prior to 1 Jan 2002, are entitled to Phase-I HDP-L until PCS transfer out of an eligible location. See section 4-A-3.b.

Figure 4-1 (cont'd)

Phase-II Designated Hardship Duty Pay Locations

Area	$ Rate/Mo.	Effective	Terminated
Afghanistan	100	1 November 2001	
Albania	150	1 April 2002	
Antarctic Region (below 60º S latitude)	150	1 January 2001	
Antigua AS	50	18 April 2002	
Arctic Circle Region (above 66º33' N latitude)	150	1 January 2001	
Armenia	150	1 January 2001	
Ascension AAF	150	18 April 2002	
Australia		1 January 2001	
Alice Springs	50		
Other	0		
Azores, Portugal		1 January 2001	
Lajes Field	50		
Ponta Delgada	0		
Other	50		
Bahamas		1 January 2001	
Andros Island	50		
Others	0		
Bangladesh	150	1 January 2001	
Barbados, Barbados	50	14 October 2001	
Belarus	150	1 January 2001	
Belize			
Belize City	50	1 January 2002	
Other	100	1 January 2002	
Benin	150	1 January 2001	
Bolivia		1 January 2001	
Cochabamba, & Santa Cruz	50		
La Paz & Other	100		
Botswana		1 January 2001	
Gaborone	0		
Selebi Phikwe, Other	50		
Brazil		1 January 2001	
Fortaleza, & Amazonas, Goias, Maranhao Mato Grosso & Do Sul, Par Piaui Rondonia, & Roriame, Recife, Pemambuco	50		
Other	0		
Sao Paulo	50	14 October 2001	
Brunei	100	1 January 2001	
Bulgaria		1 January 2001	
Sofia	100		
Other	50		
Burkina	150	1 January 2001	
Burma	150	1 January 2002	

FIGURE 4-2

Phase-II Designated Hardship Duty Pay Locations (cont'd)

Area	$ Rate/Mo.	Effective	Terminated
Burundi	150	1 January 2001	
Cambodia	150	11October 2001	
Cameroon		1 January 2001	
Dschang	100		
Yaounde, Other	150		
Canada		1 January 2001	
Northwest Territory	150		
Other	0		
Cape Verde	150	1 January 2001	
Central African Rep.	150	1 January 2001	
Chad	150	1 January 2001	
Chagos Archipelago	50	1 January 2001	
China		1 January 2001	
Beijing, Shanghai, Other	100		
Chengdu, Shenyang, Guangzhou	150		
Colombia	50	1December 2001	
Congo		1 January 2001	
Brazzaville	150		
Other	100		
Cook Islands		1 January 2001	
Rarotonga	50		
Other	100		
Costa Rica		1 January 2001	
San Jose	0		
Other	50		
Cote D'Ivoire	150	1 January 2001	
Cuba		1 January 2001	
Guantanamo Bay, Other	50		
Havana	150		
Cyprus		1 January 2001	
Nicosia	0		
Other	50		
Diego Garcia	150	1 January 2001	
Djibouti	150	1 January 2001	
Dominican Republic	100	1 January 2001	
Ecuador	100	1 January 2001	
Egypt	50	18 January 2002	
El Salvador	150	1 June 2001	
Eritrea	150	1 January 2001	
Estonia	50	1 January 2001	
Ethiopia	100	18 January 2002	
Fiji	50	1 January 2001	
Gabon		1 January 2001	
Libreville	100		
Other	150		

FIGURE 4-2 (cont'd)

Phase-II Designated Hardship Duty Pay Locations (cont'd)

Area	$ Rate/Mo.	Effective	Terminated
Gambia	150	1 January 2001	
Georgia		1 January 2001	
Abkhazia region (land area of Georgia and Abkhazia lying north Of 42 degrees N. latitude and west of 43 degrees east longitude)	0		
Other	150		
Ghana	150	1 January 2001	
Greece		1 January 2001	
Kavala Relay Station	50		
Other (includes Rhodes & Souda Bay (Crete))	0		
Greenland	150	1 January 2001	
Grenada	50	1 January 2001	
Guatemala	50	1 January 2001	
Guinea	150	1 January 2001	
Guinea Bissau	150	1 January 2001	
Guyana	150	1 January 2001	
Haiti	100	1 December 2001	
Honduras	100	1 January 2001	
Hungary		1 December 2001	
Budapest	0		
Other	50		
Iceland		1 January 2001	
Keflavik-Grindavik, & Other	50		
Reykjavik	0		
India			
Calcutta, New Delhi, & Other	150	1 January 2001	
Chennal	100	1 January 2001	
Mumbai	150	14 October 2001	
Indonesia			
Jakarta	100	1 November 2001	
East Timor	100	1 November 2001	
Surabaya	100	1 November 2001	
Other	100	1 January 2001	
Isreal			
Tel Aviv	50	14 October 2001	
Jamaica		1 January 2001	
Kingston	50		
Other	0		
Jerusalem	50	1 January 2001	
Johnston Island	150	1 January 2001	
Jordon	50	18 January 2002	
Kazakhstan	150	1 January 2001	
Kenya			
Nairobi	100	1 January 2002	
Other	50	1 January 2001	

FIGURE 4-2 (cont'd)

Phase-II Designated Hardship Duty Pay Locations (cont'd)

Area	$ Rate/Mo.	Effective	Terminated
Korea, Republic of	150	1 January 2001	
Area 1: (includes: Camp Edwards, Bull's Eye #1 & 2, Warrior Base, Camp Howze, Camp Garry Owen North, Camp Giant, Camp Bonifas, Stanton (H-112), Camp Greaves, Charlie Block, Freedom Bridge, Liberty Bell, Papyonsan ATC, DMZ South Half, Joint Security Area Swiss-Swede Camp, Alamo ASA (Det L), Bayonet Training Area, Camp Casey, Camp Hovey, Camp Nimble, Gimbols Gun Training Area, Mobile, Camp Castle, Shinbuk Relay (Hill 754), Watkins Range, Yongpyong (Indian Head TC), Kamaksan ASA (Det M), H-220 Heliport, Camp Essayons, Camp Page, Camp Red Cloud, Camp Stanley, Camp Falling Water, Concord, Camp Kyle, La Guardia, Hwaakson Evn ATC, Camp Jackson, Camp Sears, Camp Kwang Sa-Ri			
Other	50	1 January 2001	
Korea, Democ. Rep of	150	1 January 2001	
Kuwait			
Kuwait City	0	18 January 2002	
Other	50	18 January 2002	
Kyrgyzstan	100	1 November 2001	
Laos	150	1 January 2001	
Latvia	50	1 January 2001	
Lesotho	100	1 January 2001	
Lithuania	50	1 January 2001	
Madagascar	150	1 January 2001	
Malawi	100	1 January 2001	
Malaysia	50	14 October 2001	
Mali	150	1 January 2001	
Marshall Islands		1 January 2001	
Kwajalein Atoll & Other	50		
Majuro	100		
Mauritania	150	1 January 2001	
Mauritius	50	1 January 2001	
Mexico			
Merida & Monterrey, Mexico City & Tuxtia Gutierrez	50	1 January 2001	
Tapachula	100	1 January 2001	
Cuidad Juarez	50	14 October 2001	
Other	0	1 January 2001	
Micronesia		1 January 2001	
Chuuk, Pohnpei & Yap	100		
Kosrae	150		
Other	50		
Moldova	150	1 January 2001	
Mongolia	150	1 January 2001	
Mozambique	150	1 January 2001	
Namibia		1 January 2001	
Windhoek	0		
Other	50		
Nepal	150	1 January 2001	
Nicaragua			
Managua	100	14 October 2001	
Other	100	1 January 2001	

FIGURE 4-2 (cont'd)

Phase-II Designated Hardship Duty Pay Locations (cont'd)

Area	$ Rate/Mo.	Effective	Terminated
Niger	150	1 January 2001	
Nigeria	150	1 January 2001	
Oman			
Muscat	50	1 January 2001	
Other	100	1 April 2002	
Pakistan	100	1 November 2001	
Palau	50	1 January 2001	
Panama		1 January 2001	
Panama City	0		
Other	50		
Papua New Guinea	150	1 January 2001	
Paraguay	50	1 January 2001	
Peru	150	1 January 2002	
Philippines	100	1 January 2001	
Poland	50	1 January 2001	
Qatar			
Al Udeid AB, Camp Snoopy and Camp As Syliyah	50	1 April 2002	
Other	0	1 April 2002	
Romania		1 January 2001	
Bucharest	150		
Other	100		
Russia			
Khabarovsk, Vladivostok;Yekaterinburg	150	1 January 2001	
Moscow, St Petersburg & Other	100	1 January 2001	
Other	150	14 October 2001	
Samoa (formerly Western Samoa, does not include American Samoa	100	14 October 2001	
Sao Tome and Principe	150	1 January 2001	
Senegal		1 January 2001	
Dakar	100		
Other	50		
Solomon Islands	100	1 January 2001	
Spain		1 January 2001	
El Ferrol	50		
Other	0		
Sri Lanka			
Colombo	150	14 October 2001	
Other	150	1 January 2001	
Suriname	100	1 January 2001	
Syria		1 January 2001	
Damascus	100		
Other	150		
Taiwan	50	1 January 2001	
Tajikistan	100	1 November 2001	
Tanzania		1 January 2001	
Dar es Salaam	150		
Other	100		

FIGURE 4-2 (cont'd)

Phase-II Designated Hardship Duty Pay Locations (cont'd)

Area	$ Rate/Mo.	Effective	Terminated
Thailand		1 January 2001	
Bangkok, Chiang Mai, Udom, & Other	50		
Songkhla	100		
Togo	150	1 January 2001	
Trinidad and Tobago		1 January 2001	
Port of Spain	50		
Other	0		
Tunisia	50	1 January 2001	
Turkmenistan	150	1 January 2001	
Ukraine	150	1 January 2001	
United Arab Emirates		1 January 2001	
Dubai	0		
Abu Dhabi	50		
Other	100		
United States – Alaska area above 66 degrees N. latitude.		1 November 2001	
Attu	150		
St. Paul	150		
Port Clarence	150		
Dutch Harbor	150		
Shoal Cove	150		
Tok	150		
Uzbekistan	100	1 November 2001	
Venezuela	50	1 January 2001	
Vietnam	150	1 January 2001	
Western Sahara (disputed territory)			
Laayoune	150	1 December 2001	
Minurso U.S. team site locations	150	1 December 2001	
Other	0	1 December 2001	
Yemen	50	18 January 2002	
Zambia		1 January 2001	
Lusaka	100		
Other	150		
Zimbabwe			
Other	50	1 January 2001	
Harare	50	14 October 2001	

Notes:

1. Updated to reflect Post (Hardship) Differentials as published in the U.S. Department of State Standardized Regulations, Section 920, issued through 24 Sep 2000.

2. Members on qualifying duty at places within the listed country, state, or region are entitled to Hardship Duty Pay-Location (HDP-L). Land areas only are designated for HDP-L, except that an installation located on an ice shelf in the Antarctic or Arctic Circle Region is included in the designation of those regions.

FIGURE 4-2 (cont'd)

Hardship Duty Pay For Location – Conditions Of Entitlement

RULE	A	B	C
	When member	and	Then HDP-Location pay
1	arrives at permanent duty station		starts on arrival date for duty. (note 1)
2	departs PCS from a hardship duty station		continues through day of departure.
3	is discharged	immediately reenlists at the same hardship duty station	continues to accrue.
4	is permanently assigned to duty in an HDP-L eligible location	is hospitalized, on authorized leave, operational flight, TDY, or TAD at that place	continues to accrue.
5		is on TDY, TAD, or deployed at another designated HDP-L area for over 30 days and the HDP-L rate at the TDY/TAD unit exceeds the HDP-L rate at the permanent duty station	is paid at the HDP-L rate for the TDY/TAD locale for the first 30 days of TDY/TAD.
6	is serving in an unaccompanied status in a designated HDP-L area	is on leave, TDY, TAD, or deployed at a non-designated place (note 4)	continues for first 30 days.
7	not permanently assigned to designated hardship duty station	is on TDY, TAD, or deployed to a designated HDP-L area	see note 2.
8	is in confinement awaiting trial by court-martial	is acquitted or charges dismissed	accrues retroactive to first day of confinement.
9		is convicted	does not accrue from first day of confinement until date restored to full duty. (note 3)
10	is confined as result of court-martial sentence		

Notes:

1. If already assigned to a place designated a hardship duty for location area, the pay starts on day of designation.

2. If an officer or enlisted member performs TDY/TAD at an HDP-L Phase II eligible location for over 30 consecutive days, on the 31st day of TDY/TAD, HDP-L is payable retroactive to date member reported for TDY/TAD. If an enlisted member performs TDY/TAD to an HDP-L Phase-I eligible location for over 8 consecutive days, on the 9th day of TDY/TAD, HDP-L is payable retroactive to date member reported for TDY/TAD.

3. Non-judicial punishment does not result in loss of HDP-L.

4. Rule 2 applies when a Medical Evacuee has been reassigned on PCS from the designated place for medical treatment.

FIGURE 4-3

Monthly Career Sea duty Pay Rates (Effective 1 Oct 2001)

Level 1 Table: Buoy Tenders, Construction Tenders, WPB, WIX, 140 WTGB, Harbor Tugs, CGC MACKINAW
Mobile units: law enforcement detachments (LEDETS), tactical law enforcement teams (TACLETS),
afloat training groups (ATGS), cutter support teams (CSTS), shipboard aviation detachments (AVDETS)

Cumulative years of sea duty																	
Pay Grade		<2	2	3	4	5	6	7	8	9	10	11	12	14	16	18	20
	E1	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20
0-1	E2/E3	50	75	85	100	150	160	170	170	170	170	170	170	170	170	170	170
02	E4	85	130	150	180	270	285	300	300	300	300	300	300	300	300	300	300
	E5	110	165	190	230	345	360	380	380	380	380	380	380	380	380	380	380
03/W2	E6	130	195	225	270	405	425	445	445	445	445	445	445	445	445	445	445
04/W3	E7	145	220	255	305	460	485	510	510	510	510	510	510	510	510	510	510
05/W4	E8	160	240	275	330	495	520	545	545	545	545	545	545	545	545	545	545
06	E9	175	265	305	365	550	580	610	610	610	610	610	610	610	610	610	610

Level 2 Table: 270′ WMEC, 210′ WMEC (see level 3 exceptions)

Cumulative years of sea duty																	
Pay Grade		<2	2	3	4	5	6	7	8	9	10	11	12	14	16	18	20
	E1	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25
01	E2/E3	60	85	100	115	175	185	195	195	195	195	195	195	195	195	195	195
02	E4	100	150	175	205	310	330	345	345	345	345	345	345	345	345	345	345
	E5	125	190	220	265	395	415	435	435	435	435	435	435	435	435	435	435
03/W2	E6	150	225	260	310	465	490	510	510	510	510	510	510	510	510	510	510
04/W3	E7	165	255	295	350	530	560	585	585	585	585	585	585	585	585	585	585
05/W4	E8	185	275	315	380	570	600	625	625	625	625	625	625	625	625	625	625
06	E9	200	305	350	420	635	665	700	700	700	700	700	700	700	700	700	700

Level 3 Table: Polar Class WAGB, WHEC, CGC STORIS, CGC ACUSHNET, CGC ALEX HALEY,
USN Exchange Program – officers assigned to USN vessels.

Cumulative years of sea duty																	
Pay Grade		<2	2	3	4	5	6	7	8	9	10	11	12	14	16	18	20
	E1	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30
0-1	E2/E3	70	100	115	130	200	215	225	225	225	225	225	225	225	225	225	225
02	E4	115	175	200	235	355	380	395	395	395	395	395	395	395	395	395	395
	E5	145	220	255	305	455	475	500	500	500	500	500	500	500	500	500	500
03/W2	E6	175	260	300	355	535	565	585	585	585	585	585	585	585	585	585	585
04/W3	E7	190	295	340	405	610	645	675	675	675	675	675	675	675	675	675	675
05/W4	E8	215	315	360	435	655	690	720	720	720	720	720	720	720	720	720	720
06	E9	230	350	405	485	730	750	750	750	750	750	750	750	750	750	750	750

FIGURE 4-5

Career Sea Pay – Conditions Of Entitlement

RULE	A	B	C
	When an eligible member is serving aboard a ship or mobile unit designated for Career Sea Pay	and	then Career Sea Pay
1	reports for permanent duty defined as sea duty		starts on date of reporting.
2	is detached from permanent duty defined as sea duty		accrues through day of detachment.
3	is discharged while on sea duty	immediately reenlists on board	continues to accrue provided member is otherwise entitled.
4	on sea duty	is TD, TAD, temporarily based ashore under orders, or hospitalized ashore (note 1)	accrues for 30 days past the date of the member's departure. (notes 4 and 5)
5	on sea duty and is on authorized leave		accrues for the period of leave if otherwise entitled.
6	receiving hardship duty pay-location		does not accrue.
7	is stationed ashore	is TD, TAD to an afloat unit designated for Career Sea Pay	accrues at the Level I rate on the date of reporting through date of detachment. (note 2)
8	is stationed afloat	is TD, TAD to another afloat unit designated for Career Sea Pay	continues at the level of the member's afloat permanent duty station.
9	is suspended or otherwise removed from duty or confined awaiting trial by courts-martial	is acquitted or charges are dismissed	accrues retroactively from first day of confinement, suspension or removal from duty, if member is otherwise entitled.
10	is suspended or otherwise removed from duty or confined awaiting trial by courts-martial	is convicted	does not accrue on first day of confinement, suspension or removal from duty through date prior to day of return to duty from any status above. (note 3)
11	is confined as a result of courts-martial		does not accrue on first day of confinement through date prior to date of release from confinement. (note 3)
12	is permanently or temporarily assigned to duty on a ship which is undergoing alterations or repairs	ship remains in an active status (in-commission or in-service)	continues to accrue.
13	is permanently or temporarily assigned to duty on a ship undergoing inactivation processing		stops when the ship reverts to inactive status.

Notes:

1. Temporarily based ashore refers to a ship-based unit or a ship-based staff (including mobile unit personnel) that has landed ashore with the intent to return to a ship.

2. Further TD or TAD ashore from the ship will not interrupt career sea pay entitlement for the first 30 days the member is in such a status provided the member is otherwise entitled and returns to the ship.

3. Where sentence is changed to restriction to a ship and member performs duty, career sea pay is resumed. Nonjudicial punishment does not result in the loss of career sea pay.

4. The 30-day clock starts at 0001 of the first full day the member is TD/TAD away from the career sea pay eligible vessel or ashore at a mobile unit. Career sea pay and time terminates at 2400 the 30th actual day the member is TD/TAD away from the career sea pay eligible vessel or ashore at a mobile unit.

5. Periods of leave taken before, after, or between two periods of TD/TAD ashore from a career sea pay eligible vessel shall not be considered when computing the 30 day period. Periods of leave taken before, during, or after a period ashore at a mobile unit shall not be considered when computing the 30 day period. Members are entitled to career sea pay and time for all periods of leave, provided the member was entitled to career sea pay upon commencement of leave. Members whose career sea pay stops during the TD/TAD period or while ashore at a mobile unit are not entitled to career sea pay for periods of leave taken after the career sea pay has stopped. In this case career sea pay will not restart until member reports back to a career sea pay eligible vessel.

FIGURE 4-6

Special Pay For Diving Duty – Conditions Of Entitlement

RULE	A	B	C
	When a member is assigned or detailed to diving duty	and	then diving pay
1	maintains diving status and current qualifications under the provisions of COMDTINST M3150.1 (series)		Accrues.
2	is hospitalized as a result of a diving accident		accrues for not more than 90 days while hospitalized. (note 1).
3	is hospitalized not as a result of a diving accident		accrues for first 30 days. (note 1)
4	is on leave in a pay status		
5	is on Temporary Additional Duty (TAD)	TAD is for other than diving duty	accrues for 30 days.
6		TAD is for diving duty purposes	continues to accrue. (note 3)
7	does not maintain diving qualification	diving qualification lapses	ceases on date of lapse.
8	is in confinement awaiting trial by courts-martial	is acquitted or charges are dismissed	accrues retroactively to date of confinement.
9		is convicted	does not accrue from first day of confinement through day before date restored to full duty.
10	is in confinement under sentence of court-martial		
11	reassigned permanent change of station (PCS) and no TAD is required enroute to new duty station	is ordered to and actually performs diving duty at the new duty station	continues to accrue. (notes 1 and 2).
12		is not ordered to diving duty at the new duty station	accrues through date of detachment from old duty station.
13	reassigned PCS and TAD is required enroute to the new duty station	PCS orders require diving duty at TAD station <u>and</u> new duty station, and actually performs diving duty	continues to accrue. (notes 1 and 2).
14		PCS orders require diving duty at TAD station but <u>not</u> the new duty station	continues to accrue through the date of detachment from the TAD station. (notes 1 and 2).
15		PCS orders do not require diving duty at TAD station	accrues through date of detachment from old duty station.
16	is a member of the Coast Guard Reserve on active duty	is released from active duty	ceases not later than date member departs for home from last duty station.
17	is removed from diving duty		ceases on date of removal.
18	is discharged and immediately reenlists at the same unit without a break in service	diving duty orders are not specifically terminated	continues to accrue.
19		diving duty orders are specifically terminated	terminates on the date stated in the orders.

Notes:

1. If the member is removed from diving duty, or the member's qualifications lapse during this period, the member's entitlement to diving pay terminates on the date removed from diving duty or the date qualifications lapse.

2. If a member is reassigned PCS and takes leave enroute, diving duty pay will continue to accrue up to 30 days if the member has otherwise met the requirements for diving duty pay.

3. The member's orders must specify that TAD includes duty involving diving in order for diving pay to accrue indefinitely.

FIGURE 4-7

H. Special Pay-Duty Subject to Hostile Fire or Imminent Danger.

1. Authority. Under the provisions of 37 USC 310 and regulations prescribed by the Secretary of Defense, members who meet the conditions of this section are entitled to special pay for duty subject to Hostile Fire or Imminent Danger (HF/ID). This special pay is in addition to any other pay and allowances to which a member may be entitled. A member may not be paid HF/ID PAY more than once for any month.

2. Rate payable. Effective 1 Oct 1985 through 31 July 1990, the monthly rate for Hostile Fire Pay / Imminent Danger Pay is $110.00. Effective 1 Aug 1990, the monthly rate for Hostile Fire Pay / Imminent Danger Pay is $150.

3. Designated Hostile Fire or Imminent Danger Areas. See figure 4-8.

4. Conditions of Entitlement. Refer to figure 4-9 for specific conditions of entitlement and section 4-H-7 as a guide in determining entitlement under various conditions.

5. Determinations of Fact. Determinations of fact regarding qualification of entitlement for HFP/IDP will be made by commanding officers under the criteria prescribed in this section. Any determinations of fact made in the administration of this section are conclusive. Such determinations are not subject to review by any officer or agency of the Government, unless there has been fraud or gross negligence. Such determinations may be changed on the basis of new evidence or for other good cause.

6. Members in a Captured or Missing Status. The account of any member who has been qualified for HFP/IDP will continue to be credited while the members is in a status of missing, missing-in-action, interned by a foreign country, or captured by a hostile force.

7. Non-pay Status.

   a. Prior to 17 Oct 1998, when member enters a non-pay status during the month, HFP/IDP will be prorated for the number of days member was in a basic pay status. A member's basic pay status ends on:

      (1) Date of discharge or separation from Service.

      (2) Date of death.

      (3) On the day before the beginning date of certain specified types of absences from duty.

   b. Effective 17 Oct 1998, HFP/IDP will not be prorated for any member including reservists on short term active duty orders, members enlisting or separating from active duty and members who die during the month.

8. Determination of Entitlement.

a. A member who is entitled to basic pay is entitled to HFPAY for any month during any part in which the member either:

(1) is on official duty in a designated area, or

(2) is subject to hostile fire or explosion of hostile mines, or

(3) is killed, injured, or wounded by hostile fire, explosion of a hostile mine, or any other hostile actions.

b. Refer to figure 4-9 for specific conditions of entitlement and section 4-H-7 for instructions when entitlement does not exist for a complete month.

9. Procedure for Payment of HFPAY. Procedures for paying HFP/IDP are found on page 7-A-6 of the Personnel and Pay Procedures Manual, HRSICINST M1000.2 (series).

Designated Hostile Fire or Imminent Danger Pay Areas

Area	Includes	Effective	Terminated
Adriatic Sea	Sea area and airspace.	12 Apr 99	15 Sep 99
Afghanistan	Land area and airspace.	1 Nov 88	
Albania	Land area and airspace.	22 May 97	31 Mar 02
Algeria	Land area.	7 Mar 95	
Angola	(1) Land area and airspace.	22 Jun 92	28 Feb 98
	(2) Land area.	1 Mar 98	
Arabian (Persian Gulf Area, See also: Bahrain, Oman Kuwait, Qatar, Saudi Arabia, UAE, and Yemen	(1) Arabian Gulf area, including the airspace thereover, and the countries of Bahrain and Kuwait, including the airspace thereover. The Arabian Gulf area is defined by the Arabian Gulf (Persian Gulf), the Strait of Hormuz, and that part of the Gulf of Oman which lies north of 25 degrees north latitude and West of 057-30 degrees east longitude.	25 Aug 87	1 Apr 89
	(2) The following locations including the airspace above such locations: Red Sea, Persian Gulf, the Gulf of Oman, the portion of the Arabian Sea that lies north of 10 degrees north latitude and west of 68 degrees east longitude, the Gulf of Aden, the total land areas of Oman, Saudi Arabia, Yemen, Bahrain, Qatar, and the United Arab Emirates.	2 Aug 90	31 Aug 93
	(3) The following locations including the airspace above such locations: Persian Gulf, the land areas of Saudia Arabia and Yemen.	1 Sep 93	28 Feb 98
	(4) The following locations including the airspace above such locations: Persian Gulf and land area of Saudia Arabia.	1 Mar 98	
	(5) The following locations in the Red Sea: Gulf of Aden, Gulf of Oman, and the Arabian Sea (that portion north of 10 degrees north latitude and west of 68 degrees east longitude).	19 Sep 01	
Azerbaijan	Land area.	9 Jun 95	
Bahrain	(1) Total land area including airspace thereover.	25 Aug 87	1 Apr 89
	(2) Total land area including airspace thereover.	2 Aug 90	31 Aug 93
	(3) Land area and airspace.	13 Jun 97	
Bosnia-Herzegovina	Land area and airspace.	22 Jun 92	
Burundi	Land area.	29 Nov 96	
Cambodia	Land area.		15 Jul 97
	Land area.	31 Oct 01	
Chad	(1) Total land area and airspace. Coastal waters are excluded.	22 Jun 92	28 Jan 97
	(2) Land area.	29 Jan 97	28 Feb 98
Colombia	Land area, including inland waters.	1 Jun 85	
Croatia	Land area and airspace	22 Jun 92	
East Timor	(1) Land area.	30 Sep 99	28 Oct 99
	(2) Land area and the air space, up to 1,500 feet.	29 Oct 99	
	(3) Land area.	31 Oct 01	
Egypt	(1) Total land area, inland waters, coastal waters and the territorial airspace thereover.	6 Feb 91	31 Dec 91
	(2) Land area.	29 Jan 97	

Figure 4-8

Designated Hostile Fire or Imminent Danger Pay Areas

Area	Includes	Effective	Terminated
El Salvador	(1) Land area.	1 Oct 83	14 Jul 97
	(2) Land area, except Compalapa International Airport and Ilopango Air Base.	15 Jul 97	31 May 01
Ethiopia	Land area.	13 Sep 99	
Georgia, Republic of (Abkhazia region)	Land area of Georgia and Abkhazia lying north of 42 degrees north latitude and west of 43 degrees east longitude.	28 Jan 97	
Greece	(1) Land area within a 14-km radius from the center of Athens (37-58 N, 23-43 E).	29 Jan 97	
	(2) Land area of Souda Bay (all military installations and facilities including the port of Souda Bay); land area within a 25 km radius from the center of Thessaloniki (40 degrees 27 minutes north, 22 degrees 59 minutes east), and the waters of Thermaikos Kolpos (Gulf of Salonika) north of 40 degrees 15 minutes north.	31 May 99	15 Sep 99
Haiti	(1) Total land area and airspace and the surrounding seas inside the area of 16-30N, 71-40W to 18-00N, 71-45W; along the Haiti-Dominican Republic border to 20-00N, 71-44W to 21-00N, 71-40W to 21-25N, 73-00W to 21-25N, 74-00W to 20-00N, 74-00W to 19-45N, 75-00W to 19-00N, 76-00W.	16 Sep 94	22 Nov 94
	(2) Land area.	23 Nov 94	
Hungary	Land area within 150 km radius of Taszar (46 degrees 23 minutes north, 17 degrees 55 minutes east).	31 May 99	15 Sep 99
Ionian Sea	Those portions of the sea area and airspace that lie north of 39N.	12 Apr 99	15 Sep 99
Indonesia	Land area.	31 Oct 01	
Iran	Land area.	4 Nov 79	
Iraq	Land area, territorial waters, and airspace	17 Sep 90	
Israel	Total land area, inland waters, coastal waters and the territorial airspace thereover.	6 Feb 91	31 Dec 91
	Land area.	31 Jan 02	
Italy	Land areas of Aviano Air Base; Cervia Air Base; Gioia del Colle Air Base; Trapani Air Base; Vicenza (all military installations and facilities); San Vito Air Station; Brindisi (all military installations and facilities including the port of Naples); Sigonella; and August Bay (all military installations and facilities including the ports of Catania and Augusta Bay); Gaeta (all military installations and facilities including the port of Gaeta); and Bari (all military facilities).	31 May 99	15 Sep 99
Jordan	(1) Total land area, inland waters, coastal waters and the territorial airspace thereover.	5 Feb 91	31 Dec 91
	(2) Land area.	29 Jan 97	
Kuwait	(1) Total land area, including airspace thereover.	25 Aug 87	1 Apr 89
	(2) Land area and airspace.	6 Aug 90	
Kyrgyzstan	Land area.	19 Sep 01	

Figure 4-8 (cont'd)

Designated Hostile Fire or Imminent Danger Pay Areas

Area	Includes	Effective	Terminated
Laos	Land area.	26 Dec 89	15 Jul 97
Lebanon	Land area.	1 Oct 83	
Liberia	Land area.	6 Aug 90	
Macedonia	Land area and airspace.	22 Jun 92	
Malaysia	Land area.	31 Oct 01	
Montenegro	Land area and airspace.	22 Jun 92	
Mozambique	(1) Total land area and airspace. Coastal waters are excluded.	22 Jun 92	28 Jan 97
	(2) Land area.	29 Jan 97	28 Feb 98
Oman	Total land area and airspace.	2 Aug 90	31 Aug 93
	Land area.	19 Sep 01	
Pakistan	(1) total land area within 50 miles of Karachi (24-55N, 67-00 E).	24 Oct 95	28 Nov 96
	(2) Land area.	29 Nov 96	
Panama	Total land area, including inland waters, coastal waters and airspace thereover.	20 Dec 89	30 Jan 90
Peru	Land area.	1 Apr 87	31 Dec 01
Philippines	Total land area, including inland and coastal waters. Airspace thereover is excluded. Effective 1 Jun 90, inland and coastal waters are excluded.	15 May 90	30 Nov 91
	Land area.	31 Oct 01	
Qatar	(1) Total land area and airspace.	2 Aug 90	31 Aug 93
	(2) Land area and airspace.	7 Aug 97	
Rwanda	Land area.	6 Oct 97	
Saudi Arabia	Land area and airspace.	2 Aug 90	
Serbia	Land area and airspace (includes the provinces of Vojvodina and Kosovo).	22 Jun 92	
Sierra Leone	Land area.	18 Jul 97	
Slovenia	Total land area and airspace. Coastal waters are excluded.	22 Jun 92	29 Sep 95
Somalia	Land area and airspace.	28 Sep 92	
Sudan	Land area and airspace.	4 Oct 93	
Syria	Total land area, inland waters, coastal waters and the territorial airspace thereover.	6 Feb 91	31 Dec 91
Tajikistan	Land area.	31 May 97	
Turkey	(1) Total land area, inland waters, coastal waters and the territorial airspace thereover.	6 Feb 91	29 Sep 95
	(2) Total land area and inland waters. Airspace and coastal waters are excluded.	30 Sep 95	28 Jan 97
	(3) Land area, excluding the Turkish Straits (i.e., the Dardanelles, the Sea of Marmara, and the Bosporus Straits).	29 Jan 97	28 Feb 98
	(4) Land area, excluding the Turkish Straits (i.e., the Dardanelles, the Sea of Marmara, and the Bosporus Straits) and including the limited airspace south of 37-45N and east of 43-00E.	1 Mar 98	
Uganda	Land area.	19 Jan 00	
United Arab Emirates	Land area.	19 Sep 01	
Uzbekistan	Land area.	19 Sep 01	

Figure 4-8 (cont'd)

Designated Hostile Fire or Imminent Danger Pay Areas

Area	Includes	Effective	Terminated
Vietnam	(1) Total land area of North and South Vietnam, including inland waters and the adjacent sea area west of a line from a point on the east coast of Vietnam at the juncture of North Vietnam and china southeastward to a point 12 miles seaward from the base line from which the breadth of the territorial sea is measured; then continuing on that 12 mile seaward line to 10-16N, 103-38E; thence northeast to 10-21N, 103-44E; thence on straight lines to 10-23N, 103-49E; 10-26N, 103-54E; 10-30N, 103-55E; 10-30N, 104-01E; 10-28N, 104-06E; 10-16N, 104-14E; thence northeast to the juncture of the Cambodia and Vietnam border, and the airspace thereover.	1 Oct 73	28 Jan 97
	(2) Land area and the adjacent sea area west of a line from a point on the east coast of Vietnam at the juncture of Vietnam and china southeastward to a point 12 miles seaward from the base line from which the breadth of the territorial sea is measured; then continuing on that 12 mile seaward line to 10-16N, 103-38E; thence northeast to 10-21N, 103-44E; thence on straight lines to 10-23N, 103-49E; 10-26N, 103-54E; 10-30N, 103-55E; 10-30N, 104-01E; 10-28N, 104-06E; 10-16N, 104-14E; thence northeast to the juncture of the Cambodia and Vietnam Border.	29 Jan 97	15 Jul 97
Yemen	(1) Land area and airspace.	2 Aug 90	28 Feb 98
	(2) Land area.	25 May 99	
Yugoslavia, Federal Republic of. See also: Montenegro and Serbia	Land area and airspace of the republics of Montenegro and Serbia.	22 Jun 92	
Zaire	Land area.	29 Nov 96	

Notes:

1. The designation of a land area encompasses all internal waters, unless otherwise noted. For HF/IDP purposes, the term "internal waters" is defined as waters landward of the baseline drawn in accordance with international law.

2. The designation of a water area (such as the Persian Gulf) includes the territorial seas of those waters, but not the internal waters of the coastal lands. For example, all waters of the Persian Gulf seaward of the baseline of the coastal states, drawn in accordance with international law, would be included in the Persian Gulf designation.

3. Unless otherwise specifically indicated, airspace is NOT part of the included area. When airspace is specifically included, it will normally be that space directly vertically above the approved land or sea areas.

4. This figure reflects all designated areas, which were active within the last ten years.

Figure 4-8 (cont'd)

Hostile Fire or Imminent Danger (HF/ID) – Conditions of Entitlement

RULE	A	B	C
	When a member who is entitled to basic pay	and	then HF/ID PAY accrues
1	is permanently assigned to a designated area or performs assigned duties in a designated area (notes 6, 7, and 8)	member is entitled to basic pay	for the entire month. (note 1).
2		the area designation for that country is terminated on a date other than the last day of the month	for the entire month in which termination of the designation became effective.
3	is on duty in a non-designated area	is subject to hostile fire or explosion of hostile mines while on duty. (notes 2, 3, and 4)	for the entire month in which the hostile fire occurred.
4	is killed	death, injury, or hospitalization results from hostile fire, explosion of a hostile mine, or other hostile action (note 5)	for the entire month. (note 1)
5	is wounded or injured.		for the entire month in which the wound or injury occurred.
6	is hospitalized outside a designated area		through the date hospitalization is terminated or for 3 months after the month in which the wound or injury occurred, whichever is earlier.
7	is confined in a designated area as a result of court-martial sentence	member's pay is subject to total forfeiture	for the entire month unless full month forfeiture started on the 1st day of the month.

Notes:

1. A member who is absent from the designated area for an entire calendar month is not entitled to special pay for that month.

2. Consider a member as having been "subject to hostile fire" if close enough to the trajectory or point of impact or explosion of hostile ordnance to have been in danger of being wounded, injured, or killed.

3. Eligibility for payment includes all members serving on the same vessel or aircraft which was the subject of hostile fire or explosion of hostile mines and those serving on a vessel or aircraft that was in such close proximity that members were in danger of being wounded, injured, or killed. In the case of land forces, only those of the unit which were in the immediate vicinity of the trajectory or point of impact or explosion of hostile ordnance and were placed in danger of being wounded, injured, or killed from such causes are entitled to payment.

4. The certification of eligibility for payment shall be made at the lowest level of command that includes all of the vessels, aircraft, or units that are subject to hostile fire or explosion of hostile mines. For example, in the case of a single vessel that is subject to hostile fire or explosion of hostile mines, the vessel's commanding officer is authorized to certify payment for all members on board the vessel.

5. It is not necessary that death, injury, or wound occur in a designated area.

6. Includes a reserve member on active duty.

7. When airspace is specifically included in the area designation, personnel who only fly through the space are eligible for payment. When airspace is excluded in the area designation, aviation personnel who only fly through the airspace are not eligible for payment (they must land in the designated area to be eligible).

8. Service members who are present in a designated area for their own personal convenience (such as leave) shall not be considered to have "performed duty" in a designated area and are not eligible for payment.

FIGURE 4-9

I. Special Duty Assignment Pay (SDAP).

1. Authority. 37 USC 307 provides for SDAP to enlisted members entitled to basic pay and performing duties which are designated as requiring special skills. Conditions of entitlement and detailed instructions for maintenance, retention, and termination of SDAP status are prescribed in COMDTINST 1430.10(series).

2. Relation to Other Pay Items. In relation to other items of pay and allowances, SDAP is:

   a. An amount of pay in addition to any pay, allowance, special pay, incentive pay, or any other monetary benefits to which the member might otherwise be entitled.

   b. Taxable income for federal and state tax purposes but not subject to FICA Tax.

   c. Not included in the computation of lump sum leave, reenlistment bonus or severance pay.

   d. Included in the computation for death gratuity.

3. Date to Start SDAP. This pay starts on the date the award is made unless a later date is specified. Awards may not be made retroactively.

4. Date to Stop SDAP. SDAP stops when a member is:

   a. No longer assigned to a billet/duties entitled to SDAP.

   b. Discharged or released from active duty.

   c. Confined as a result of a court-martial sentence.

   d. Absent without leave.

   e. TAD/TDY to an assignment where the member is not performing the duties qualifying for SDAP. Such a member is entitled to SDAP through the 90th day of TAD/TDY.

   f. Reassigned PCS (in which case SDAP stops the day prior to the date of departure from the special duty assignment).

5. Missing or Hospitalization Status. SDAP continues while a member is in a missing or hospitalization status, unless the award of SDAP is withdrawn or decreased while the member is in such status. Entitlement in a hospitalization status shall not exceed 12 months. If hospitalization is due to disease resulting from intemperate use of alcohol or habit-forming drugs, there is no entitlement to SDAP.

6. Tax. SDAP is subject to withholding of federal and state income taxes. It is not subject to withholding of FICA taxes.

7. Rate Payable. Effective 1 Jul 2001 the amounts of SDAP are:

Rating	Monthly Rate
SD-l	$55.00
SD-2	$110.00
SD-3	$165.00
SD-4	$220.00
SD-5	$275.00
SD-6	$375.00
SD-7	$350.00

J. Board Certified Pay for Physician Assistants.

1. Entitlement. Effective 30 Oct 2000, officers of the Coast Guard or Coast Guard Reserve on Active Duty for Training (ADT) or active duty for another purpose, who are designated by Commandant (G-WKH) as Physician Assistants are entitled to Board Certified Pay for Physician Assistants in equal monthly amounts when entitled to Basic Pay. Entitlement to this board certified pay is in addition to any other pay and allowances of the officer. This pay is not received during periods of Inactive Duty for Training (IDT drills).

2. Eligibility. To be eligible for special pay under this section, a Physician Assistant must:

   a. Have a post baccalaureate degree in the officer's clinical specialty.

   b. Be certified by the National Commission of Certification of Physician Assistants.

   c. Make application and be authorized in writing for this special pay by Commandant (G-WKH).

      (1) Officers eligible for Board Certified Pay must apply for it by letter to Commandant (G-WKH) through their administrative chain of command. Applications must include sufficient documentation to ascertain completion of eligibility requirements and the amount of creditable active duty as a Physician Assistant up to the date of application.

      (2) Commandant (G-WKH) will ensure that applicants have completed all eligibility requirements and authorize payment of the special pay in a reply to the applicant. Approved applicants will receive an authorization letter from Headquarters. A copy of the letter will be forwarded to the Coast Guard Human Resources Service and Information Center (HRSIC). The authorization letter will indicate the date the award of this pay is authorized and the amount of creditable time as of the date payments are authorized. In no case may payments be authorized for periods of active duty performed as a Physician Assistant prior to 30 Oct 2000.

      (3) Upon HRSIC (mas) receiving E-Mail notification from the servicing PERSRU when a period of ADT is performed by the reservist, HRSIC (mas) shall initiate action to credit the reservist with Board Certified Pay for Physician Assistant for the period of ADT.

3. Rates Payable. Monthly rates based on creditable service as a Physician assistant:

   a. Less than 10 years……$166.66
   b. 10 years or more but less than 12……$208.33
   c. 12 years or more but less than 14…….$250.00
   d. 14 years or more but less than 18…….$333.33
   e. 18 or more years…….…….$416.66

4. Creditable Service Defined. For purposes of awarding Physician Assistant Board Certified Pay, the officer's creditable service is computed by totaling all periods of active duty after the officer was qualified as a Physician Assistant in the Medical Service Corps of the Army or Navy; as a Biomedical Science Officer in the Air Force; Physician Assistant in the Army Medical Specialist Corps; Physician Assistant in the Public Health Service Commissioned Corps; or designated as a Physician Assistant in the Coast Guard (including the Reserve Components of the aforementioned).

5. Payments. Payment is at a monthly rate. It shall be prorated for eligible periods of active duty of less than one month in accordance with the SDA II User Manual, HRSICINST M5231.2.

6. Tax. Board Certified Pay for Physician Assistants is subject to withholding of federal and state income taxes. It is not subject to withholding of FICA taxes.

4. Notification Of Members. HRSIC (MAS) will notify all members having a DIEMS of 1 August 1986 or later of their eligibility or ineligibility to elect a CSB. This notification, using form CG HRSIC-2426, will take place approximately six months prior to the member reaching fifteen years of active creditable service. Members will use the same CG HRSIC-2426 to elect $30,000 CSB and MRRA retired pay system, reject the CSB and keep the High-3 retired pay system, or acknowledge they are not eligible for the CSB.

5. Effective Date of Election. A CSB election is considered effective on the date the member has served on active duty for 15 years. The CG HRSIC-2426 must be completed and witnessed before the day the member reaches fifteen years active service (or no later than six months after issuance of the form CG HRSIC-2426) in order for the member to receive the CSB. If the member does not complete the form or has the form witnessed on or after their 15th year anniversary date, the member will not receive the CSB and will automatically fall under the High-3 retired pay system. However, if the notice of eligibility to elect a CSB is not provided six months prior to the member's fifteenth active duty anniversary date, the member will have until the date that is six months after the notice of eligibility is issued to submit a CSB election.

6. Changing Elections. A CSB election may be changed anytime before the effective date, but once it is effective, it may not be changed. Members must make their CSB election using CG HRSIC-2426, prior to the date they reach fifteen years of active service (or six months after issuance of the notification of eligibility, if that notice was issued after the member reached 14 ½ years of active duty service).

7. Payment Of Bonus To Members. HRSIC shall pay the CSB no earlier than the date the member completes 15 years active service and no later than the first day of the third month after completion of 15 years active service by the member. At the member's election, the CSB shall be paid in: lump sum of $30,000; two installments of $15,000; three installments of $10,000; four installments of $7,500; or five installments of $6,000. Installments shall be paid on the earlier of the annual anniversary date or 15 January, whichever is earlier. The entire amount of the CSB is subject to 28 percent federal income tax withholding unless:

   a. The member qualifies for a combat zone tax exclusion on the date the member reaches 15 years active duty.

   b. The member elects to contribute a portion of the CSB to the tax-deferred Thrift Savings Plan (TSP). The portion of the CSB not contributed to TSP will be subject to 28 percent federal tax withholding.

   c. The member is a legal resident of Puerto Rico and is stationed outside the United States.

8. Repayment Of Bonus. Members who elect a CSB must agree to remain on continuous active duty until the completion of 20 years of active duty. If a member fails to complete 20 years of active duty, the member must repay an amount that bears the same ratio to the amount of the bonus payment as the uncompleted part of that period of active-duty service bears to the total period of such service. Repayment may be waived in whole or in part if Commandant (G-WPM) determines that recovery would be against equity and good conscience or contrary to the best interests of the United States, subject to the following guidelines:

   a. Repayment may not be waived if the member's separation is due to misconduct.

   b. Repayment shall be waived if the member:

      (1) Dies;

      (2) Is separated or retired due to a physical disability which qualifies the member for Disability Severance Pay or Disability Retired Pay from the Coast Guard;

      (3) Is separated under an early retirement/separation program.

   c. Repayment may be waived if the service determines that recovery would be against equity and good conscience or contrary to the best interest of the United States.

CHAPTER 6

DEDUCTIONS

TABLE OF CONTENTS

Page

Section A – Servicemembers' Group Life Insurance (SGLI) – Active Duty Coverage 6-1

Section B – Servicemembers' Group Life Insurance (SGLI) – Family Coverage 6-2

Section C – Tricare Dental Program 6-4

Section D – Courts-Martial Sentences 6-9

Section E – Nonjudicial Punishment (NJP) 6-17

Section F – Savings Deposit Program 6-20

Section G – Uniformed Services Thrift Savings Plan (TSP) 6-22

CHAPTER 6. DEDUCTIONS

A. Servicemembers' Group Life Insurance (SGLI) - Active Duty Coverage.

1. Authority. Public Law 89-214, as amended by Public Law 91-291; and Public Law 92-315; Public Law 93-289; Public Law 97-66 (38 USC 765-779); Public Law 99-166; Public Law 102-25; Public Law 102-510; Public Law 104-106, and Public Law 106-419, provided for SGLI. Effective 1 Apr 2001, this program provides automatic full-time coverage in the maximum amount of $250,000 for SGLI for all Active and Reserve members serving on full-time active duty (AD) (including cadets of the Coast Guard Academy) and Reserve members performing Active Duty for Training (ADT) for more than 30 days. The 1974 amendment also extends full-time coverage to Selected Reservists and any other Ready Reserve members who are (a) assigned or attached to a unit or position that may require performing active duty or active duty for training and (b) will be scheduled to perform at least twelve periods of inactive duty for training annually. The Department of Veterans Affairs administers SGLI.

2. Elections. A member may decline coverage, or elect a reduced level of insurance, in $10,000 increments. The election to decline coverage, or decrease insurance coverage, must be made on the Servicemembers' Group Life Insurance Election and Certificate form (SGLV 8286). The effective date for the decreased SGLI coverage is the first day of the processing month in which the administrative office receives the VA form, SGLV 8286.

3. Rate of Premium Deduction. Effective 1 Jul 1998, the rate of monthly premium deduction for coverage is $.80 for every $10,000 of insurance coverage. The maximum monthly deduction is $20.00 for $250,000 of coverage and the minimum is $.80 for $10,000 of coverage. The 1974 amendment also extends full-time coverage to Selected Reservists and any other Ready Reserve members who are (a) assigned or attached to a unit or position that may require performing active duty or active duty for training and (b) will be scheduled to perform at least twelve periods of inactive duty for training annually. Deductions will not be prorated for fractional month coverage. Deduct the full month's premium for the month of entry or separation. Refer to figure 6-1 for rules covering starting and stopping SGLI deductions.

4. Refunds. No refund will be made for premium payments properly deducted prior to the effective date of an election not to be covered, or an election for a reduced amount of insurance. When a request for reinstatement or increase of SGLI coverage is rejected by OSGLI, premiums withheld will be credited to the member's pay account.

5. Forfeiture. Any person convicted of mutiny, treason, spying, or desertion, or who, because of conscientious objections, refuses to perform service in the Coast Guard, or refuses to wear the uniform of the Coast Guard, shall forfeit all rights to SGLI. This insurance is not payable for death inflicted as a lawful punishment of a crime or a military or naval offense, except when inflicted by an enemy of the United States.

6. SGLV Form Availability. The SGLV-8286 and SGLV-8285 form is available on-line at: HTTP://WWW.INSURANCE.VA.GOV. Original signatures must appear on all required forms. Do not use carbon paper for signatures. Photocopies of forms are permissible but all signatures must be original.

B. Servicemembers' Group Life Insurance – Family Coverage.

1. Authority. Effective 1 Nov 2001, Public Law 107-14, Veterans Survivor Benefits Improvements Act of 2001, extends life insurance coverage to spouses and children of members insured under the Servicemembers' Group Life Insurance (SGLI) program.

2. Spousal and Child Coverage. Effective 1 Nov 2001, the maximum spousal level coverage is $100,000, or the amount of the members SGLI, whichever is less. Any dependent child under age 18 is automatically covered under family insurance regardless of their health. Children between the ages of 18 and 23 who are full-time students are covered and any child who, before the age of 18, has been declared legally incompetent will be eligible for family coverage. Child coverage is $10,000 for every member enrolled in SGLI.

3. Declining and Reducing Spousal Coverage.

   a. A member may decline spousal coverage by completing and submitting to their servicing PERSRU form SGLV-8286A. A member may also use form SGLV-8286A to reduce spousal coverage in $10,000 increments. When a member cancels spousal coverage, the coverage remains in effect at no cost to the member for 120 days after the cancellation date. During this 120-day period, the spouse can convert his/her coverage to a policy with a commercial insurance company. Upon request, SGLI will provide members with a list of companies that convert SGLI insurance. Spousal coverage ends 120 days after the date:

      1. Member elects in writing to terminate the spousal coverage.

      2. Member elects in writing to terminate their coverage.

      3. Member's coverage terminates due to separation or death.

      4. Member and spouse divorce.

   b. The member's administrative unit is required to notify the spouse by letter when the member cancels spousal coverage so the spouse may exercise their 120-day conversion benefit. A copy of the sample spousal notification letter can be found in the Personnel and Pay Procedures Manual, HRSICINST M1000.2 (series).

4. SGLI Administrative Procedures. SGLI Family coverage will be instituted as follows:

   a. Enlistment and Appointments to the Coast Guard. PERSRUs shall notify married members that their spouse is automatically insured at the maximum $100,000 level unless the member declines or reduces spousal coverage or elects less than $100,000 member coverage. Children are automatically enrolled if the member has SGLI.

   b. Marriage. When a member with SGLI coverage marries, the PERSRU shall notify the member that the spouse will be insured at the maximum $100,000 level unless the member desires to decline or reduce coverage.

c. Members who have a dependent child will have automatic SGLI coverage effective on the member's date of entry into the service, child's date of birth or date the child becomes a dependent.

5. Married Military Couple Coverage. Married military couples can have up to $350,000 of coverage (member $250,000 plus spouse $100,000). Children of these couples will only have one policy of $10,000.

6. Rate of Monthly Premium Deduction. There is no cost for child coverage for members enrolled in SGLI, and coverage cannot be canceled for children. Monthly premiums for each $10,000 of spousal coverage is based on the spouse's age:

Amount of Insurance	Age of Spouse				
	34 & below	35-44	45-49	50-54	55 & over
$100,000	$9.00	$13.00	$20.00	$32.00	$55.00
$90,000	$8.10	$11.70	$18.00	$28.80	$49.50
$80,000	$7.20	$10.40	$16.00	$25.60	$44.00
$70,000	$6.30	$9.10	$14.00	$22.40	$38.50
$60,000	$5.40	$7.80	$12.00	$19.20	$33.00
$50,000	$4.50	$6.50	$10.00	$16.00	$27.50
$40,000	$3.60	$5.20	$8.00	$12.80	$22.00
$30,000	$2.70	$3.90	$6.00	$9.60	$16.50
$20,000	$1.80	$2.60	$4.00	$6.40	$11.00
$10,000	$0.90	$1.30	$2.00	$3.20	$5.50

7. Insurable Dependent. An insurable dependent of a member may not be insured unless the member is insured. If the member's SGLI coverage is terminated due to absence without leave for 31 or more days, confinement of 31 or more days, or a court-martial sentence involving total forfeiture of pay and allowances, then dependent coverage shall also terminate. In these instances, SGLI coverage for the member and dependents will be restored as of the date the member is restored to active duty with pay. If a reserve member's SGLI coverage is terminated due to failure to pay SGLI premiums, the reservist's dependent SGLI coverage shall also be terminated. In this case, coverage for the reservist and dependent may be restored once the reservist remits all SGLI past due amounts. Child coverage ends 120 days after the date:

a. The member terminates his or her own coverage.

b. The member's coverage terminates due to separation or death.

c. The member's child is no longer a dependent.

8. Claim Proceeds. Proceeds from any spousal or child claim will be paid to the member. For married military couples, the proceeds from the death of a child are paid to the member who was eligible for SGLI coverage the longest. In the event of the member's death before the SGLI proceeds are paid (e.g. simultaneous death of the member and the dependent), proceeds shall be paid to the beneficiary of the member's SGLI policy. If a member is separated or divorced from another member, insurance proceeds from the death of a child will be paid to the member who has legal custody of the child.

9. SGLV Form and Information Availability. Forms can be obtained from the VA or HRISC web sites:

   http://www.insurance.va.gov/forms/8286A.pdf.
   http://www.uscg.mil/hq/hrsic/MSWordForms.htm

C. Tricare Dental Program (TDP).

1. Authority. Effective 1 Feb 2001 (deductions during January 2001), Public Law 106-65 revised 10 USC 1076a (active duty dental) and struck 10 USC 1076b (Selected Reserve Dental Insurance). Active duty and reserve dental are combined and managed by one contractor.

2. Eligibility.

   a. Family member(s) of active duty members with a minimum of one year obligation remaining, for members who enroll after 1 Jan 2001. Members enrolled prior to 1 Jan 2001 have a two-year obligation.

   b. Family member(s) of reserve members on extended active duty with a minimum of one year obligation remaining, for members who enroll after 1 Jan 2001. Members enrolled prior to 1 Jan 2001 have a two-year obligation.

   c. Members of the Selected Reserve (SELRES), Individual Ready Reserve (IRR), and/or their family members with a minimum of one year obligation remaining. Members of the SELRES or IRR do not need to be enrolled for their family member(s) to be enrolled.

   d. One-year survivor benefit applies to enrolled family members of deceased members. SELRES or IRR members do not have to be enrolled for their survivors to receive this benefit; the family members of SELRES or IRR members do have to be enrolled at the time of the member's death to receive the one-year survivor benefit.

   e. Eligible family members of incarcerated sponsors are eligible (since no payroll account, will be direct bill).

3. Premium Shares.

   a. Premium Sharing Plan. Dependents of active duty members, members of the SELRES, members enrolled in the IRR, and families of reservists who are on active duty for more than 30 days – enrollee pays 40% of premium and the government pays 60% of the monthly premium. Cost to the member is $7.63 per month for a single beneficiary and $19.08 per month for two or more beneficiaries.

   b. Full Premium Plan. Members of the IRR and dependents of SELRES or IRR members when the reservists is not on active duty for more than 30 days, are eligible for the full premium plan - Monthly premiums are the responsibility of the service member. The government does not share the premium payments. Cost to the member is $19.08 per month for a single beneficiary and $47.06 per month for two or more beneficiaries.

4. Enrollment.

   a. Members who were already enrolled in the Tricare Family Member Dental Plan (TFMDP) as of December 2000 are automatically enrolled in the Tricare Dental Plan (TDP).

   b. Enrollments must be initiated by the member through the dental contractor, United Concordia Companies, Inc (UCCI). UCCI can be contacted at 1-888-622-2256 or at web site: www.ucci.com. Enrollments/disenrollments cannot be performed at the servicing PERSRU.

   c. All family members age four and above must be enrolled if any member of the family is to be enrolled. However, in instances where family members residing with the members are not enrolled, family member(s) living apart from the member may be enrolled (i.e. child living with a divorced spouse or child in college).

5. Termination.

   a. A member must notify the dental contractor if they want to disenroll after they complete the original two-year enrollment started under TFMDP, or the one-year lock-in under TDP.

   b. Separation, discharge, or retirement.

   c. Loss of DEERS eligibility for a family member(s).

   d. Member is transferred to the Standby or Retired Reserve.

   e. Reserve member transfers to the IRR.

   f. When a reserve member is ordered to active duty for a period of more than 30 days, the family member(s) remain enrolled. The member is disenrolled because dental treatment can be received at a dental treatment facility.

6. Restrictions. Family members enrolled in the TDP are not eligible for treatment at a military dental facility for any services covered under the TDP. However, active duty family members may receive "space-available" dental care at overseas military dental treatment facilities, whether or not they are enrolled in the TDP.

7. Collection of Dental Premiums. Premiums shall be deducted from the member's basic pay if pay is received, or paid directly to the contractor. If there are insufficient funds or no payroll account is available at the time of collection, the member will pay the premium costs by means of direct billing. When this occurs, premium collection will transfer from the payroll allotment or deduction to direct billing by United Concordia. Once United Concordia direct bills, this payment process will continue until the member disenrolls or until the end of the contract. United Concordia will immediately direct bill for premiums due from IRR service members and from SELRES and IRR family members.

8. Premium Changes. Changes in premiums are scheduled each January.

Effective Dates of SGLI Coverage and Deductions

RULE	A	B	C
	When a member required to perform duty described in section 6-A-1	then the effective date of	and SGLI deductions (note 1)
1	enters such duty	coverage is the first day of entry on such duty. (note 2) Maximum basic coverage is automatically in effect until the member elects reduced coverage or waives coverage (note 3)	starts the month of the date of entry.
2	resumes the obligation or reenters on such duty in the same Uniformed Service the day following termination of such period of obligation (note 4)	insurance coverage (excluding elections of reduced or no coverage) is continuous (note 5)	continues at the appropriate rate.
3	elects a reduced amount of coverage after entry on such duty	coverage is the first day of the month following receipt by the Uniformed Service of the member's election, entered on VA Form SGLV 8286 or, (note 6)	starts in the reduced amount the first day of the month following receipt of the member's election. For deduction refunds, see section 6-A-4.
4	applies for increase or reinstatement of coverage after entry on such duty	coverage is the date of receipt by the Uniformed Service of the application with evidence of good health (note 6)	starts the month of the date the application is received by the member's commanding officer.
5	elects not to be covered (declines or cancels) after entry on such duty	termination is the first day of the month following receipt by the Uniformed Service of the member's election, entered on VA Form SGLV 8286	stops at the end of the month in which the member's election is received by the member's commanding officer. For deduction refunds, see section 6-A-4.
6	is covered full-time and is separated and does not reenter active duty	termination is 120 days after separation (note 7)	stop at the end of the month of separation.
7	is a member of the Reserve Component not covered and is called to active duty upon mobilization	coverage is the first day of active duty (maximum basic coverage is automatic unless a member applies for reduced or no coverage)	starts the month of the date of entry.
8	is covered and is AWOL, confined by civil authorities under a sentence adjudged by a civilian court, or confined by military authorities under a court-martial sentence involving total forfeiture of pay and allowances	termination is at the end of the 31st continuous day of such status (note 8)	stops at the end of the month in which the 31st day of such status is reached.
9	forfeits rights to SGLI under the provisions of section 6-A-5	termination is the end of the day before the date of conviction, refusal to perform service, or refusal to wear the uniform (note 9)	stop at the end of the month in which coverage is terminated.

Notes to figure 6-1 are on page 6-8

FIGURE 6-1

Figure 6-1 notes:

1. Members in an excess leave status (see note 10 for possible exceptions associated with appellate leave) remain eligible for automatic SGLI coverage. Establish monthly premiums in such cases as deductions against member pay accounts or collect as cash. Members may elect by completing form SGLV 8286, on or before the first day of active duty, to decline, reduce, or increase the insurance.

2. First time enlistees in the Selected Reserves are eligible for coverage on the date of enlistment when assigned to a Ready Reserve unit that meets the requirement of 38 USC 1965 (5)(B), regardless if they are or are not required to participate in periods of inactive duty training and have not yet been called to their initial active duty period. This does not apply to delayed entry active duty enlistees.

3. Elections made by Reserve Component members continue in effect during continuous obligation to perform duty in the same Uniformed Service. Reserve Component members are not required to reelect or reapply for their desired level of coverage each time they perform duty.

4. A new period of coverage begins and new elections must be submitted when a member resumes an obligation to perform duty or reenters on duty in the same Uniformed Service more than 1 day following termination of previous obligation; or when a member assumes an obligation to perform duty and enters on duty in a different Uniformed Service at any time. A member entering active duty after a break in service is automatically covered under SGLI for $250,000, until the member elects otherwise, even though the member may have converted former SGLI coverage to an individual policy following the last discharge or release from active duty. A former member, insured under the Veterans Group Life Insurance (VGLI) Program, who declines SGLI coverage solely to maintain VGLI coverage, upon termination of VGLI, shall be automatically insured under maximum basic coverage if the member otherwise is qualified.

5. Any previous election not to be insured or to be insured for less than $250,000 is canceled. Maximum basic coverage is automatically in effect unless member again elects not to be insured or to be insured in a reduced amount.

6. Increase or reinstatement of coverage is contingent upon the member's application on DVA Form SGLV 8285, Request for Insurance, and approved by OSGLI.

7. Although SGLI coverage does not automatically terminate for a member who is transferred to or from extended active duty, Ready Reserve, or Retired Reserve, deduction from pay stops the month of separation. A member is eligible for continuation of coverage under SGLI upon application and payment of required premiums directly to OSGLI within 120 days of separation or release. In the case of members totally disabled on the date of separation from such duty, SGLI insurance may be continued up to 1 year after separation and then, subject to approval of OSGLI, may be converted to VGLI. If the insured ceases to be totally disabled while covered under SGLI, the coverage is terminated, but in no event prior to the expiration of 120 days after separation or release.

8. Members carried in an AWOL or confined status, remain eligible for coverage until the end of the 31st continuous day of such status. Start premium deductions at the appropriate rate on the month of the date the member is restored to duty with pay.

9. Members restored to duty under conditions which, in effect, result in a remission of sentence may apply for reinstatement of coverage under rule 4.

10. In the case of a member being placed on appellate leave the following applies:

    (a) In the case of a member placed on appellate leave immediately following military confinement with total forfeiture of pay and allowances (appellate leave including excess leave or not), with SGLI previously terminated under rule 8, the member is not reinstated with SGLI coverage for the period of appellate leave.

    (b) In the case of a member placed on appellate leave following restoration to duty with pay (appellate leave including excess leave or not) SGLI coverage continues during the period of appellate leave with corresponding deduction for premiums. For any excess leave portion of appellate leave, deduct for monthly premiums according to note 1.

    (c) In the case of a member placed on appellate leave (appellate leave including excess leave or not) directly from full duty status (confinement never involved), or from military confinement with partial or no forfeiture of pay and allowances or total forfeiture of pay only, SGLI coverage (never terminated in these situations) continues through the period of appellate leave. This subparagraph includes a member whose term of Service expired while the member was in confinement. Continue corresponding deductions for premiums. For any period of non-pay status, including excess leave portion of appellate leave, deduct for monthly premiums according to note 1.

FIGURE 6-1 (cont'd)

D. Courts-Martial Sentences.

1. Effect of Sentences on Pay and Allowances. The following are definitions of terms used in reference to courts-martial actions and their effect on pay and allowances. Refer to the Manual for Courts-Martial, United States, 1984. Specific questions regarding legal matters must be addressed to a legal officer.

   a. Partial Forfeiture. A sentence to partial forfeiture of pay deprives an accused of the amount of pay stated in the sentence. The sentence applies for the number of months or days expressly stated. When a sentence includes forfeitures in addition to confinement not suspended or deferred, the forfeiture applies to pay (and allowances, if total forfeitures are adjudged) becoming effective either 14 days after being adjudged by a court-martial, or on the date the sentence is approved by the convening authority, whichever is earlier, unless the convening authority defers application of the forfeitures pending completion of further appellate review.

   b. Fines. A fine is in the nature of a judgment. It makes an accused financially liable to the United States for the amount specified in the sentence. Fines are debts to the Government until:

      (1) Actually paid in cash by the member.

      (2) Collected by deduction from the member's pay.

      (3) Collected by deduction on settlement of the member's account on discharge.

   c. Forfeiture of Pay or Allowances During Certain Court-Martial Confinements.

      (1) General Court-Martial. Effective with general court-martial sentences, adjudged after 31 Mar 1996, for offenses committed after 31 Mar 1996, a member automatically forfeits, until the member is released from confinement, all pay and allowances while in confinement or in a parole status when the member is sentenced to:

         (a) Death; or

         (b) Confinement for more than six months; or

         (c) Confinement of any length and either a dishonorable discharge, bad conduct discharge, or a dismissal.

         Note: A member who was court-martialed after 31 Mar 1996 for offenses committed before 1 Apr 1996, and whose sentence was adjudged after 31 Mar 1996, is not subject to automatic forfeitures. However, when a member's offense was committed during a period that began before 1 Apr 1996, and terminated on or after 1 Apr 1996, the automatic forfeiture provisions under 10 USC 858b apply

      (2) Special Court-Martial. The forfeiture provisions in 6-D-1.c.(1), above, also applies for sentences adjudged by special courts-martial. However, automatic forfeitures are limited to two-thirds of all pay.

d. Application of Forfeitures. This means that forfeitures are withheld (as distinguished from collected) on and after the date a sentence is approved by the convening authority. It applies when a court-martial sentence, as approved by the convening authority, includes forfeiture and confinement, not suspended, or deferred and the sentence is such that further appellate review is required before the sentence can be ordered executed.

e. Execution of Forfeitures. This means actual collection of forfeitures when a sentence is ordered executed (UCMJ, Article 57).

f. No automatic reduction. Automatic reduction to the lowest enlisted pay grade (E1) under Article 58a, UCMJ, shall not be effected in the Coast Guard.

2. Computing Forfeitures. Forfeitures of pay are to be computed as follows:

a. Pay Subject to Forfeitures. Forfeitures, other than total forfeitures, apply to:

(1) Basic pay, based on the member's years of service.

(2) Sea pay or hardship duty pay-location, provided such pay continues to accrue after the effective date of sentence.

(3) An allotment made voluntarily.

b. Pay Not Subject To Forfeitures. Forfeitures other than total forfeitures, do not apply to special pay (other than sea or hazardous duty pay-location) or incentive pay.

c. Taxes. A forfeiture is a loss of entitlement to the pay involved. Consequently, forfeitures are not taxed. Compute the amount of pay to be forfeited before withholding for income and FICA taxes. The amounts of taxes to be withheld are computed on the total amount of gross pay remaining after deducting the amount of forfeiture (36 Comp Gen 79).

d. Trial Counsel Report of Results of Trial. In all cases resulting in forfeiture or reduction in grade, whether adjudged by court-martial sentence or compelled by operation of law in accordance with article 58(b), UCMJ, the trial counsel for the court-martial shall include in the results of trial letter required by the Military Justice Manual, COMDINST M5810.1C, a statement substantially as follows: (Adjudged and/or automatic forfeitures and/or reduction in grade) will be effective (effective date), unless they are deferred or waived by the convening authority in accordance with article 57(a) or article 58(b), UCMJ. If a member's sentence carries a reduction in grade, the pay subject to forfeiture is the pay of the grade to which member is reduced.

e. Two or More Sentences Involved. When two or more sentences require forfeitures for a concurrent period, the amount stated in each sentence is forfeited only for the specific period. If each forfeiture results from a court-martial under which the maximum forfeiture is two-thirds of the pay subject to forfeiture, collect only two-thirds of the pay subject to forfeiture for the concurrent period. Following the concurrent period, pay is forfeited under the remaining sentence at the rate specified in the sentence for the time remaining in that sentence (36 Comp Gen 755).

f. Waiver of Forfeitures in Favor of Dependents. The convening authority or a person acting under 10 USC 860 may waive any or all of the forfeitures of pay and allowance that were imposed by operation of law ("automatically"). The portion waived is payable to the accused member's dependent(s) as directed by the convening authority or person taking action.

(1) Intent of Waiver and Taxability of Waived Forfeiture Amount. Direct payment to dependents of the waived portion of a forfeiture are intended to provide transitional compensation and direct financial assistance for a period not to exceed 6 months. Because the waived portion of the forfeiture remains wages generated by the member's military status, it is taxable income to the accused member, even though paid to the member's dependents. Therefore, after appropriate federal, state and FICA taxes are withheld from the taxable portion of the waived forfeiture amount, the remaining (net) waived amount is paid to the member's dependent(s), as directed.

(2) Other Deduction and Collections. The UCMJ contains no provisions for the deduction of any other items appearing in figure 11-7 from the waived forfeiture of pay and allowances. Therefore, only applicable taxes listed in 6-D-2.f.(1), above, may be deducted from the waived portion of pay and allowance that would otherwise be forfeited, with the remaining amount paid to the member's dependent(s) by the convening authority.

(3) Effective Date of Payments. As directed by the convening authority or, if not specifically stated, the date the convening authority action on the waiver.

3. Effective Dates of Fines and Forfeitures. When a member's pay or pay and allowances are subject to fines and forfeitures by sentence of a court-martial the effective date of the fine and forfeiture is as follows:

a. Fines. Begin collection of fines on the date the convening authority orders execution of the sentence. Any fine imposed must be adjudged in express terms and stated in dollars only rather than in dollars and cents, or in days' pay.

b. Forfeitures - Convening Authority Orders Sentence Executed.

(1) For court-martial sentences adjudged before 1 Apr 1996, for offenses committed before 1 Apr 1996, begin forfeiture of pay or pay and allowances on the date the convening authority approves that part of the sentence establishing the forfeiture and orders it executed.

c. For Court-martial sentence; Adjudged after 31 Mar 1996. For Offenses Committed Before 1 Apr 1996. The following applies:

(1) Adjudged forfeitures of pay or pay and allowances are not effective until the date the convening authority approves that part of the sentence establishing the forfeiture.

(2) Automatic forfeitures imposed under 10 U.S.C 858b do not apply and, when applicable, retroactive pay adjustments must be made. When an automatic forfeiture being refunded to the member was waived in favor of the member's dependent(s), the retroactive pay adjustment must be reduced by the amount of the automatic forfeiture paid to the dependent(s).

d. For Court-martial Sentences Adjudged After 31 Mar 1996. Begin forfeitures of pay or pay and allowances on the date the convening authority approves that part of the sentence establishing the forfeiture, or on the 14th day after the date the sentence was adjudged, whichever is earlier. The convening authority, however, may defer the start of the forfeiture until the date the convening authority approves the sentence. The convening authority may revoke deferment at any time. If the convening authority is authorized to order forfeitures applied or executed at the time initial action is taken (rule 4, figure 6-2), the convening authority may order the forfeitures to be executed, suspended, applied as of the date of convening authority's action, or deferred until some future date.

e. Sentence Includes Confinement. Whenever a sentence of a court-martial as lawfully adjudged and approved includes a forfeiture in addition to confinement not suspended or deferred as the convening authority cannot order the sentence into execution (rules 1, 2, and 3, figure 6-2), the forfeiture will automatically apply to pay or pay and allowances becoming due on and after the date the sentence is approved by the convening authority, unless the convening authority directs that the application of forfeiture be deferred until the sentence is lawfully ordered into execution (Article 57(a), UCMJ).

f. Sentence Includes No Confinement. If a sentence as approved by the convening authority does not include confinement or if the sentence to confinement is to be suspended or deferred, any approved forfeitures may not be applied until the sentence is ordered into execution. Refer to figure 6-2 for when sentences can be ordered into execution.

g. Prior Sentence To Forfeiture. The convening authority may defer execution of a forfeiture until a prior sentence to a forfeiture is fully executed (42 Comp Gen 279).

4. Execution of Court-Martial Sentences. Refer to figure 6-2 for powers of the convening authority with respect to the execution of certain court-martial sentences and other type court-martial sentences that are subject to appellate review requirements prior to being executed.

5. Collection action by pay account checkage must conform to the following:

a. Forfeitures. Since courts-martial forfeitures constitute a loss of entitlement to the pay and allowances concerned, they constitute a reduction of pay that takes precedence over all debts (36 Comp Gen 79).

b. Fines. Constitutes an indebtedness to the United States. They are collected after all other prior indebtedness for the period involved has been collected. If prior deductions reduce the member's pay by two-thirds of gross pay for any month, no pay accrues against which fines may be applied. In such cases, defer collection of fines until pay accrues against which they may be applied. They shall be collected involuntarily from the current pay of any member. The member may request one-time collection or collection in stated monthly installments. Any amount remaining at separation shall be collected from final pay and allowances, to the fullest extent possible. Any amount that cannot be collected will become an out of service debt.

c. Rate of Collection. The amount of forfeiture or fine is governed by the language of the sentence.

(1) Charge forfeitures of pay as approved and ordered executed, against a member's pay at the rate required by the sentence until the sentence is fully satisfied. Forfeitures of pay are considered as collected from day to day as pay accrues. Prorate the monthly rate of forfeiture on a daily basis for a portion of a month.

(2) Without the member's consent, the monthly rate of collection for fines shall not exceed two-thirds of 1 months' pay, less statutory required deductions.

Example: A sentence to forfeit $20.00 per month for 6 months means a forfeiture of $120.00 to be collected at $20.00 per month.

Pay cannot be forfeited by implication. **Example**: A sentence reading "to be confined for 2 months and to forfeit $60.00 of pay for a like period," does not mean a forfeiture of $60.00 per month for 2 months, or a total of $120.00, but means a forfeiture of only $60.00.

d. Non-pay Status. No pay accrues against which fines or forfeitures can apply when a member is in a non-pay status. Such periods are not counted in computing the time during which pay is forfeited under a court-martial sentence to partial forfeiture for a specific period (36 Comp Gen 755).

e. Restoration To Duty. A member restored to duty following a non-pay status is again entitled to pay against which forfeitures or fines of pay may apply.

f. Service Beyond Expiration of Enlistment for Medical Care. The pay and allowances of an enlisted member retained beyond expiration date of enlistment for medical care or hospitalization are subject to forfeitures and fines of pay.

g. Noncollection Due To Administrative Error. Court-martial forfeitures not collected due to administrative error may not be remitted. As soon as the error is discovered, collection may begin for the following:

(1) The court-martial forfeiture; or

(2) Erroneous payment of basic pay for the period covered by the sentence (41 Comp Gen 269).

h. Pay Due or Accrued. Pay of a member subject to forfeiture by sentence of court-martial is pay which is earned on and after the effective date of the forfeiture. Refer to section 6-D-3.

6. Remission, Suspension, and Cancellation of Forfeitures. Occurrences which remit or suspend court-martial sentences and cancel forfeiture of pay and allowances are as follows:

   a. Death or Separation. The death or discharge of a member under a suspended sentence operates as a complete remission of any unexecuted or unremitted part of a sentence. Discharge, release from AD, or death of a member under an unsuspended sentence to forfeiture cancels any uncollected portion of the forfeiture which would extend beyond the date of discharge, release, or death.

   b. End of Term of Service, Unauthorized Absence, or Desertion. The end of term of service of a member in military confinement, the unauthorized absence, or desertion of a member, stops collections of uncollected forfeitures since no pay accrues against which forfeitures can operate. If an unauthorized absentee or deserter is restored to pay status, resume otherwise proper collections.

   c. Extension of Enlistment. When an enlisted member begins to serve on a voluntary extension of enlistment, cancel any uncollected forfeitures of pay, the collection period of which would extend beyond the normal expiration of term of service. Involuntary extensions of enlistments do not interrupt collection of forfeitures.

   d. Restoration of Duty. An order suspending execution of a bad conduct or dishonorable discharge, followed by a member's release from confinement and restoration to duty, also operates to suspend the execution of that portion of the sentence adjudging total forfeiture of pay and allowances which remains unexecuted at the time the member is restored to duty. This applies even though no other action may have been taken to suspend, remit, or mitigate the sentence to total forfeitures. A restoration to duty to serve out an incomplete enlistment, for which an enlisted member has received a sentence of dishonorable or bad conduct discharge, revives partial unsatisfied forfeitures of pay (37 Comp Gen 591).

   e. Effective Date. An order remitting, mitigating, or suspending the unexecuted portion of a sentence is effective from and including the date of the order, except when a later date is specified. Such an order relieves the member of the unexecuted portion of the forfeiture or fine on and after the effective date.

   f. Results of Remission or Suspension. When an unexecuted portion of a sentence to forfeiture or fine of pay is remitted or suspended, the member is no longer subject to the unexecuted forfeiture or fine of pay. If forfeitures have been applied (as distinguished from collected) the member is relieved of such forfeitures (MS Comp Gen B-119220).

   g. Vacation of Suspension. The vacation of an order of suspension revives the uncollected forfeiture or fine from and including the date of the vacation order.

   h. Expiration of Period of Suspension. Complete remission of the suspended punishment occurs automatically at the end of the period of suspension.

7. Sentence Disapproved or Set Aside. If the sentence of a member who forfeits pay and allowances pursuant to this paragraph is set aside or disapproved or, as finally approved, does not provide for a punishment listed in section 6-D-1.(c), above, pay the member the pay and allowances that the member would have been paid except for the forfeiture, for the period during which the forfeiture was in effect. The payment to the member should be reduced by the amount of any payments made to the member's dependent(s) under section 6-D-2.(f), above. Note: The net refundable automatic forfeiture amount to be paid to eligible members is current year taxable income subject to appropriate withholding of federal, state, and FICA taxes. Court-martial sentences that are disapproved or set aside affect pay and allowances as follows:

   a. New Trial or Rehearing Is Not Held/Ordered. When a court martial sentence is set aside or disapproved and a new trial or rehearing is not ordered, all rights, privileges, and property affected by the executed part of the sentence are restored to the member. Such restoration includes any executed forfeiture and any pay and allowances lost as a result of an executed reduction in grade (Article 75, UCMJ).

   b. New Trial or Rehearing Is Held/Ordered.

      (1) When an executed court martial sentence which includes a forfeiture is set aside or disapproved, and a new trial or rehearing is ordered that results in an approved sentence to forfeiture, credit the member with the amount of any forfeiture effected under the first sentence. When an unexecuted court-martial sentence which includes a forfeiture is set aside or disapproved and a rehearing is ordered, the member is entitled to full pay and allowances (subject to other proper deductions) for the period from the convening authority's action on the original sentence until the convening authority's action on the subsequent sentence. Entitlement to pay and allowances thereafter depends on the terms of the new sentence.

      (2) When a previously executed dishonorable or bad conduct discharge is not imposed by a new trial, the member is entitled to the pay and allowances which the member would have received had the dishonorable or bad conduct discharge not been executed. When a previously executed dismissal of an officer is not imposed by a new trial, an administrative discharge is substituted. The President may reappoint the officer to the grade and rank the officer would have attained if the officer had not been dismissed. The total time between the dismissal and reappointment is considered as actual service for all purposes, including pay and allowances.

8. Illegal Sentences. A member will be reimbursed for pay withheld under an illegal sentence of a court-martial.

Execution of Courts-Martial Sentences – Appellate Review requirements

RULE	A	B	C
	When a court-martial sentence	the sentence may	who
1	involves a flag officer or includes the death penalty	not to be executed until reviewed and approved by the President	will approve the sentence or any part or commuted form of the sentence, as the President sees fit. The President may suspend execution of all or any part of the sentence which the President approves, except a death sentence (Article 71(a), UCMJ).
2	involves dismissal of a commissioned officer (other than a flag officer) or a cadet	not be executed until reviewed by the Secretary of Transportation or by Under Secretary or Assistant Secretary designated by the Secretary	will approve the sentence or any part of commuted form of the sentence, as the Secretary sees fit. The Secretary may suspend execution of any part of a Sentence which the Secretary approves (Article 71(b), UCMJ).
3	includes, unsuspended, a dishonorable or bad conduct discharge and appeal has not been waived by the member	not be executed until affirmed by a Court of Military Review, and, in cases reviewed by it, the Court of Military Appeals	will affirm the sentence, or part of the sentence found to be correct in law and fact (Articles 66 & 71(c), UCMJ).
4	does not include any of the conditions stated in rules 1, 2, and 3	be ordered executed by the convening authority	may suspend or defer the execution of any sentence (Article 71(d), UCMJ).
5	includes a fine or forfeiture of pay	not be executed with respect to such fine or forfeiture until approved by the convening authority	orders the fine or forfeiture to be executed.

FIGURE 6-2

E. Nonjudicial Punishment (NJP).

1. Authority. Under the authority of Article 15, Uniform Code of Military Justice (UCMJ) (10 USC 815), commanding officers and officers in charge may impose NJP for minor offenses without resorting to courts-martial.

2. Authorized Punishments Affecting Pay. NJP's that may be imposed in the Coast Guard that affect pay are:

   a. Forfeiture of pay.

   b. Reduction in grade (enlisted members only).

   Except as provided in this section, provisions of section 6-D relating to forfeiture of pay and reduction in grade by courts-martial also apply when such penalties are imposed as NJP (Article 15, UCMJ).

3. Limitations. The maximum punishment that affects pay authorized in section 1-E-2 of the Military Justice Manual, Commandant Instruction M5810.l (series), and Article 15 of the UCMJ, are shown below. Any forfeiture in excess of the legal maximum will be reported to the commanding officer.

   a. Forfeiture of Pay. A forfeiture of pay may be imposed within the following limitations:

      (1) Enlisted Members.

         (a) Not more than 3 days' pay when imposed by a warrant or petty officer in charge of a unit.

         (b) Not more than 7 days' pay when member's commanding officer is below the rank of lieutenant commander (04).

         (c) Not more than one-half of 1 month's pay per month for 2 months when the member's commanding officer is the rank of lieutenant commander and above.

      (2) Commissioned and Warrant Officers. Not more than one-half of 1 month's pay for 2 months when imposed by an officer exercising general court-martial jurisdiction or an officer of flag rank.

   b. Reduction in Grade. When punishment includes both reduction in grade (suspended or unsuspended) and forfeiture of pay, the forfeiture is based on the pay grade to which reduced.

   c. Concurrent Deductions. Do not deduct two forfeitures at the same time. If a member is being checked for a forfeiture when the commanding officer imposes another, start the second checkage the day after the first one is completed.

4. Effect of Appeal. A member who incurs NJP which the member considers unjust or out of proportion to the offense may, through proper channels, appeal to the next higher authority. The member may be required to undergo the adjudged punishment pending determination on the member's appeal.

5. Suspension, Remission, and Mitigation. The authority of the officer imposing the punishment, or the officer's successor in command, to suspend, mitigate, remit, and to set aside NJP is set forth in figure 6-3.

6. Effective Dates. Forfeiture of pay and reduction in grade, if unsuspended, are effective on the date the commanding officer imposes the punishment. If a forfeiture is imposed while a prior forfeiture is still in effect, it will not commence until the prior forfeiture is completed.

   a. Reduction Suspended. When a member is restored to a higher grade by suspension of a reduction, the member is entitled to pay of the higher grade from the date of suspension.

   b. Reduction Set-Aside. When a reduction in grade is set aside, all rights, privileges, and property affected by it are restored, and member is entitled to pay as though the reduction had never been imposed.

   c. Suspensions Vacated. When suspension of a punishment is vacated the effective date for pay purposes is the date of the vacation.

7. Correctional Custody Awarded at NJP. Correctional custody awarded at nonjudicial punishment is not considered confinement and is not deductible time for any purpose. Reference section 1.E.2.d., Military Justice Manual, COMDTINST M5810.1(series).

Suspension, Remission, Setting Aside and Mitigation of Nonjudicial Punishment

RULE	A	B	C
	When nonjudicial punishment is	and the punishment has	the officer imposing the punishment or the officer's successor in command may suspend the punishment probationally at any time (note 1) or
1	reduction in grade	been suspended at time imposed	remit or set the reduction aside or mitigate it to a suspended punishment or forfeiture of pay. (note 2)
2	forfeiture of pay	not been executed (note 3)	remit or set the forfeiture aside (in whole or in part) or mitigate it to a lesser forfeiture of pay.
3	reduction in grade	been executed	set the punishment aside (in whole or in part) or mitigate it to forfeiture of pay. (notes 2 and 4)
4	forfeiture of pay		set the punishment aside (in whole or in part. (note 4)

Notes:

1. MCM 2000, page V-7.

2. If mitigated, the amount of forfeiture may not be greater than the amount that could have been imposed by the officer who imposed the reduction in grade.

3. An uncollected forfeiture or detention of pay is considered to be unexecuted during the period for which it was imposed. Refer to section 6-D-3.c. Upon the expiration of the forfeiture period, all unsuspended forfeitures, whether or not collected, are considered fully executed.

4. Usually this is done within 4 months after the punishment has been executed (46 Comp Gen 880).

FIGURE 6-3

F. Savings Deposit Program.

1. Authority. Under 10 USC 1035, Uniformed Services members on a permanent duty assignment in a qualifying area (see section 6-F-2) are authorized to make deposits into the Savings Deposit Program. Members making such deposits earn interest on their deposits at a rate of 10 percent per annum, compounded quarterly.

2. Qualifying Areas. The Secretary of Defense designates areas eligible for the Savings Deposit Program. Areas designated as of 1 Jan 2002 are:

   a. Persian (Arabian) Gulf Area, as defined in figure 4-8 of this Manual.

   b. Operation Joint Endeavor, Joint Guard, and Joint Forge Areas, including:

      (1) The land area of Bosnia-Herzegovina, Croatia, Serbia, Montenegro, Slovenia, Macedonia, and Hungary, and the airspace above.

      (2) The waters of the Adriatic Sea north of 40N and the airspace above.

      (3) Forces operational control/tactical control (OPCON/TACON) to Supreme Allied Commander Europe.

   c. Operation Enduring Freedom, including:

      (1) The land area of Afghanistan, Kazakstan, Kyrgyzstan, Pakistan, Tajikstan, Turkmenistan, and Uzbekistan.

      (2) The waters of the Red Sea, Gulf of Aden, and Gulf of Oman.

      (3) The Arabian Sea north of 10 degrees north latitude and west of 68 degrees east longitude.

3. Limitations on Amounts of Deposits.

   a. Unallotted Current Pay and Allowances. Deposits may not be more than the member's unallotted current pay and allowances. Unallotted current pay and allowances is defined as the amount of money a member is entitled to receive on the payday immediately before the date of deposit, less authorized deductions and allotments.

   b. Minimum Deposit. The minimum deposit amount into the Savings Deposit Program is $5.00.

   c. Maximum Deposit for Interest Accrual Purposes. The maximum amount on which 10 percent interest is computed is $10,000 (principal and accrued interest combined). This $10,000 limitation does not apply to deposit accounts of members in a missing status.

4. Interest on Deposits.

   a. Interest is computed at a rate of 10 percent per annum, compounded quarterly, according to calendar quarter. Quarterly interest is computed on the average quarterly balance on deposit. Once $10,000 is on deposit, simple interest will be computed on the $10,000. No interest is paid on amounts exceeding $10,000, except in the case of a member in a missing status. The interest rate will be applied as 2.5 percent for a quarter, .833 percent for a month, and 1.667 percent for two months.

b. Deposits made on or before the 10th of the month, accrue interest from the first of the month. Deposits made after the 10th of the month, accrue interest from the first day of the following month.

c. Interest paid on amounts deposited into the Savings Deposit Program is taxable income. It is not subject to federal income tax withholding (FITW). It is not subject to combat tax exclusion because it is considered passive income.

5. Conditions Under Which Deposits, Plus Interest, Are Repaid.

a. All deposits into the Savings Deposit Program, plus interest, shall be repaid upon:

(1) A member's departure from a qualifying area. In such cases, repayment shall be made at the time of departure, if requested by the member, or 90 days after the member's assignment to the area terminates. For the Persian Gulf Conflict, the 90-day period begins on the day after the member's entitlement to Imminent Danger Pay (IDP) terminates.

(2) Discharge or separation.

(3) Placement in a missing status.

(4) Death.

b. Interest on deposits stops at the end of the month in which full repayment is made. If the 90-day limitation period ends on any day other than the last day of a month, interest will accrue through the last day of the preceding month.

6. Other Withdrawal Conditions.

a. Accounts Which Have Reached $10,000. In situations where a member's principal and interest on deposit reaches $10,000, any amounts representing interest accruing in the account subsequent to that time which causes the $10,000 total to be exceeded, may be withdrawn quarterly at the member's request.

b. Emergency Withdrawals. The only instance that amounts of principal in the account may be withdrawn (other than as specified in section 6-F-5) is when a member requests emergency withdrawal, i.e., the health or welfare of a member or his dependent(s) would be jeopardized if withdrawal were not granted.

7. Exemption From Indebtedness Collection. Savings deposits, and interest thereon, are exempt from liability for a member's indebtedness to the U.S. Government or its agencies. They are also not subject to forfeiture by sentence of court-martial. Savings deposits and interest, however, remain subject to levies issued by the Internal Revenue Service.

8. Procedures. Procedures for enrolling in, and withdrawing from, the Savings Deposit Program are contained in section 7-C, Personnel and Pay Procedures Manual, HRSICINST M1000.2 (series).

G. Uniformed Services Thrift Savings Plan.

1. Thrift Savings Plan. The Thrift Savings Plan (TSP) is a retirement savings and investment plan for federal employees and members of the uniformed services. It is similar to private 401(k) plans. TSP has been in operation for federal civilian employees since 1987. TSP contributions are deducted from a members pay before taxes are computed, so the member pays less tax now. In addition, TSP earnings are tax-deferred. This means the member does not pay federal income taxes on their contributions or earnings until the money is withdrawn. TSP is not a replacement of, or a substitute for current military retirement programs. Rather, it is a voluntary addition to these programs.

2. TSP Administration. The Federal Retirement Thrift Investment Board (FRTIB) administers TSP and maintains the www.tsp.gov website. The FRTIB contracts with the National Finance Center (NFC) of the U. S. Department of Agriculture to be the TSP record keeper. The Human Resources Service and Information Center (HRSIC) receives and processes TSP elections submitted by members, deducts TSP contributions from member's pay, and forwards TSP contributions to the NFC. HRSIC inputs the CGHRMS documents to JUMPS where the specified amount will be reflected on the member's LES in the deduction column. HRSIC forwards the money and their account information to the NFC. After joining TSP, a member will communicate directly with the NFC.

3. TSP Eligibility. All active duty and selected reserve members of the Coast Guard are eligible to join the Uniformed Services Thrift Savings Plan. Coast Guard Academy cadets and non-prior service CG Naval Academy Preparatory School (NAPS) cadets, since they are not entitled to Basic Pay, are not eligible to participate in TSP until they are commissioned or reverted to enlisted status. Members who join the uniformed service after 9 Oct 2001 will be able to participate in the TSP within 60 days of joining the uniformed services without waiting for an open season. A service member who converts from Ready Reserve status to active duty status or who converts from active duty to Ready Reserve status may make a TSP contribution election within 60 days after the effective date of the conversion. Members not joining the program after the initial 60-day period or within 60 days of joining the uniformed services will have two "open seasons" per year to enroll thereafter. Members who are contributing to the TSP may elect to contribute bonuses at any time.

4. TSP Contribution Limits and Rules.

   a. Basic Pay. A member must contribute a minimum of one percent per pay period (month) into TSP to start an account. The maximum amount a member can contribute from basic pay each year is listed below.

Year	Percent
2002	7%
2003	8%
2004	9%
2005	10%
2006+	unlimited (subject to annual IRC limits)

   Basic pay contributions may only be started or changed during an open season, but may be stopped at any time.

b. Special, Incentive or Bonus Pay.

(1) A member is required to contribute from their Basic Pay in order to contribute any bonus, special or incentive pay into TSP. The minimum special, incentive or bonus pay contribution is one percent with the maximum percentage controlled by the IRC limits discussed in 6-G-5 below. Special pay is made up of the following: career sea pay, career sea pay premium, diving duty pay, hardship duty pay - location, imminent danger/hostile fire pay, responsibility pay, and special duty assignment pay. Incentive pay is made up of: Aviation Career Incentive Pay (ACIP), FDHDIP, crew member flight pay, noncrew flight pay, and demolition pay. Bonuses are made up of any enlisted or reserve bonus, including Selective Reenlistment Bonus (SRB), critical skills bonus, career status bonus (CSB), ACCP, and any other bonuses.

(2) All TSP contributions must be made by payroll deduction and a member cannot put a special, incentive or bonus pay into TSP if they have already received it by check or direct deposit. Also a member may only start contributing from special or incentive pays during an open season, but can start contributing from bonus pay at any time. It is possible to earn a special or incentive pay and not be able to put it into a TSP account. To avoid this possibility a member can notify HRSIC in advance how much they want of any future special or incentive pay to be contributed to their TSP account.

5. Internal Revenue Code (IRC) limitations.

a. The maximum amount a member can put into TSP each year is limited by IRC.

(1) Elective Deferral Limits. The total amount of tax-deferred money a member may put into TSP each year is shown below.

Year	Elective Deferral Limit
2002	$11,000
2003	$12,000
2004	$13,000
2005	$14,000
2006	$15,000

(2) HRSIC Tracking. HRSIC tracks contributions and will stop sending funds to the NFC if the contributions go over the limit. If a member has a uniformed services TSP account and a federal civilian employee TSP account at the same time, a member will need to track the totals themselves to ensure their combined contributions do not exceed the limits.

6. Tax-Exempt Contributions. For a member serving in a combat zone or qualified hazardous duty area, most compensation received for active service is excluded from their gross income on their IRS form W-2, regardless of whether the member contributed any of it to the TSP. A member receives no direct tax benefit from contributing pay to the TSP which has been excluded from their gross income; however, the earnings on those contributions are tax-deferred. At the time a member withdraws their account, the TSP will calculate the amount of the withdrawal, which is attributable to their tax-exempt contributions. That portion will not be taxable, but the earnings attributable to it will be. When a member makes a withdrawal, money is taken from their total account balance proportionally from their taxable funds (i.e., their tax-deferred contributions and all earnings) and their tax-exempt funds. HRSIC will notify TSP whenever a member's contributions are from tax-exempt money. The TSP will then account for a member's tax-exempt contribution and, will ensure that these amounts are not reported to the IRS as subject to taxation when a member withdraws them. See section 8-G of the Manual for further information regarding income tax exclusion for duty in a combat zone or hazardous duty area.

7. TSP investment funds. Members have five investment options:

   a. Government securities investment (G) fund
   b. Fixed income index investment (F) fund
   c. Common stock index investment (C) fund
   d. U.S. small-capitalization stock index investment (S) fund
   e. International stock index investment (I) fund

8. Starting a TSP account. If a member desires to start a TSP account, they complete and sign a TSP-U-1 form, make a copy for themselves, and mail the form directly to:

   Commanding Officer (MAS-TSP)
   Coast Guard Human Resources
   Service & Information Center
   444 SE Quincy Street
   Topeka, KS, 66683-3591

   When HRSIC receives the TSP-U-1, notification will be given to NFC who will then start, change or stop the TSP account. A TSP election remains in effect until the member changes it. The TSP U-1 form is available at their command or can be downloaded from www.tsp.gov. If a member has questions about the form they can contact the HRSIC help desk at 785-339-3540. All subsequent correspondence will be mailed to the member's home address from the TSP. A remarks entry on the member's leave and earning statement will notify them when their contributions will begin.

9. Instructions for completing TSP-U-1 form.

   a. Part I. Complete blocks 1-6 with full name, LES address, social security number, phone number where NFC can reach the member during the day, date of birth, and unit OPFAC number for the member's office identification code. It is very important that the member accurately list their mailing address in block 2 so that NFC can mail the introductory TSP information packet and pin number.

b. Part II. Complete blocks 7-10 with the percentage amount the member elects to contribute from their basic pay and special, incentive or bonus pays. The minimum basic pay contribution (one percent) is required to start a TSP account or be able to contribute from special, incentive or bonus pays.

Example: If a member's Basic Pay is $1,500 a month. In 2002, the minimum contribution is one percent ($15.00) up to a maximum of seven percent ($105.00) each month. At the end of the 2002, total basic pay contribution would be a minimum of $180.00 up to a maximum of $1,260.00. The IRC limit on total contributions in 2002 is $11,000.00. The member can still put between $9,740 and $10,820 from special, incentive or bonus pay into TSP. If a $15,000 selective reenlistment bonus (SRB) is received in 2002, the bonus could be used to fill up the TSP account to the $11,000 cap and still have spending money left over. In this example, to place one percent of basic pay and 72 percent of the SRB into TSP, the member would fill out section II block 7 as "1" and block 10 as "72." Blocks 8 and 9 would be left blank.

10. Managing the TSP Account.

a. Upon HRSIC receiving a TSP-U-1 election form, HRSIC processes the election in the member's pay account, and forwards the information to the National Finance Center (NFC). HRSIC will show the members TSP contributions from basic pay, and special, incentive or bonus pay on their leave and earning statement (LES) and W-2. If a TSP error is found on the LES or W-2, contact the HRSIC help desk at (785)-339-3540.

b. NFC opens the member's TSP account, puts their money into the "G" fund and sends the member a letter containing account information and their TSP personal identification number (PIN). The PIN allows the member to access their account balance and execute transactions on the Thriftline and at the TSP web site. When a member receives their PIN, they need to tell the NFC how to allocate their money between the TSP funds.

c. Allocating a Member's Contributions - a contribution allocation specifies how the member wants their TSP contributions to be invested among the five TSP funds. The member can do this by either:

(1) Using the tsp web site at www.tsp.gov.

(2) Calling the Thriftline's automated telephone service, at (504) 255-8777. Thriftline is an automated voice response system available 24 hours a day, 7 days a week.

(3) Submitting a form TSP-U-50 to the TSP service office, National Finance Center, P.O. Box 61500, New Orleans, LA 70161-1500.

d. Account questions. Direct any questions a member has about their TSP account to NFC. HRSIC does not have access to TSP accounts and cannot answer questions about account balance, interfund transfers, loans, etc.

11. Stopping TSP Contributions. A member may stop any or all of their contributions to TSP at any time by sending a completed TSP-U-1 form to: Commanding Officer, HRSIC (MAS-TSP). It is recommended a member retain a copy of the form for their records. Stopping basic pay contributions stops all other bonus, special, or incentive pay contributions. Stopping special, incentive, or bonus pay contributions does not stop basic pay contributions. If a member stops contributing outside of an open season, they must wait until the second open season to reenroll in the TSP. If they stop their contributions during an open season, they may reenroll in the TSP during the next open season.

12. Matching Contributions. At the present time, the Coast Guard does not plan to make matching contributions to military TSP accounts.

13. TSP Loan Program. A member is eligible to obtain a TSP loan while they have a TSP account and are in a pay status. Details are available at www.tsp.gov web site.

14. Separation from the Uniformed Services. When separating from the uniformed services, a member may:

    a. Receive a single TSP lump sum payment.

    b. Transfer all or a portion of the TSP to an eligible retirement account or plan.

    c. Request a series of monthly TSP payments based on a dollar amount, a number of months, or their life expectancy.

    d. Request a TSP annuity.

    e. Leave the money in the TSP account where it will continue to accrue earnings.

15. Responsibilities.

    a. Commandant (G-WPM) will:

        (1) Serve as the central point of contact on TSP policy.

        (2) Ensure availability of TSP materials to all commands prior to each open season.

        (3) Ensure the decedent affairs program includes TSP survivor benefits in Casualty Assistance Control Officer (CACO) counseling.

    b. Commanding Officer HRISC will process TSP-U-1 elections and claims and provide help desk support at (785)339-3540 to answer questions about properly completing the TSP-U-1.

    c. Commandant (G-WTL) will ensure career development advisors (CDA) include TSP as part of their financial counseling seminar and ensure they are registered to receive TSP bulletins.

d. Personnel Reporting Units (PERSRU) will ensure prior service accessions are advised of the opportunity to enroll in TSP and given the opportunity within the initial 60 days and ensure each separating member receives a TSP withdrawal package.

e. Commanding Officer Training Center Cape May, and Superintendent U.S. Coast Guard Academy will develop introductory programs for accessions and ensure eligible accessions have an opportunity to enroll in TSP. Source of supply for all materials will be provided separately.

f. Unit commanding officers and Officers in Charge will designate a TSP point of contact.

CHAPTER 7. ALLOTMENTS FROM PAY

A. Statutory and Administration Provisions.

1. Policy. The allotment system is provided primarily to assist Coast Guard Personnel in accommodating their personal and family financial responsibilities, and secondarily as an effective system for regular payroll deductions for approved programs. It is a convenience and privilege not to be exploited or abused.

2. Who Can Make Allotments. Title 37 USC 703 authorizes Coast Guard members to make allotments from their pay under regulations prescribed by the Secretary. Regular and reserve members on active duty for 140 days or more, and members receiving retired pay, may make allotments from their pay for any of the purposes and within the limitations in figure 7-1 and section 7-A-3 and 7-A-4.

3. How Much Can Be Allotted. All pay and allowances (less amounts which must be withhold for federal, state, and FICA taxes, Servicemembers' Group Life Insurance (SGLI) premiums, Montgomery GI Bill deductions, and indebtedness to the Unites States) may be allotted by members.

4. Restrictions. The registration of all allotments is subject to approval by the Human Resources Service and Information Center. The following restrictions governing allotments of pay apply:

   a. Direct Deposit. Public Law 104-134 (the Debt Collection Improvement Act of 1996) requires that all allotment payments be made by electronic funds transfer(EFT).

   b. Minors. Allotments (except bonds) may not be registered to children under 16 years of age. Allotments may be made payable to the children's guardian or custodian. Spouses of members may be named as allottees regardless of age.

   c. Mental Incompetence. Allotments may not be registered to mentally incompetent persons. They may be made payable to a guardian or to the facility where the allottee is cared for.

   d. Allotments to Same Payee. A member may have multiple allotments to the same payee provided: (1) The allotments are sent by direct deposit; and (2) Each allotment has a unique account number.

   e. Number of Allotments. The maximum number of allotments any one member may have is 14.

   f. Power of Attorney. A special power of attorney may be used to establish, change, or stop an allotment. This special power of attorney must specifically state the authority to establish, change, or stop allotments. A general power of attorney is not acceptable to establish, change, or stop an allotment.

   g. General Court-Martial Prisoners. Allotments are authorized only to the extent of allottable pay available after court-martial forfeitures.

h. Members Awaiting Trial. Register only necessary "D" allotments between the date the trial is ordered and the date action is approved or disapproved by the convening authority. Discontinue allotments whenever:

(1) Necessary to permit collection of the forfeiture in the monthly amount specified and within the time limitation stated in the court-martial sentence.

(2) Member is sentenced to forfeit all pay and allowances due from the date the sentence is approved by the convening authority.

i. Fraudulent Enlistment. Pay and allowances may not be allotted when pay is suspended pending final action on determination of fraudulent enlistment.

j. Reduced Pay of Allotter. When a reduction-in-grade or stoppage of pay does not leave sufficient funds for allotments in force, allotments must be discontinued as necessary to prevent an overpaid status.

5. Effect on Allotment in Case of Death. The right to allotment in case of death of the allotter or allottee:

a. Death of Allotter. All allotments are revoked by death of the allotter. No further allotment payments will be made by HRSIC after receipt of notice of the allotter's death. Deductions made from the allotter's pay, but not paid to the allottee, become part of the allotter's estate. Allotments paid after death may not be collected from the allottee nor charged against the pay of the allotter (Comp Gen B-225873, 25 Sep 87), except:

(1) Allotments erroneously established after notice of death of the allotter.

(2) Unearned insurance payment premiums (insurance premiums paid one month in advance of the day payment is actually due).

b. Death of Allottee. An allotment check, even though endorsed, does not become part of an allottee's estate if it is not cashed or negotiated before the death of the allottee. It is not subject to any expense incurred by, or on behalf of, the allottee before or after death. All un-negotiated allotment checks must be returned to HRSIC for credit to the member's account.

6. PERSRU Responsibility. The Personnel Reporting Unit (PERSRU) that registers an allotment is responsible to ensure the allotment is in keeping with the regulations set forth in this chapter.

7. Command Responsibility. Commanding officers are responsible for informing the PERSRU promptly of any facts which warrant stopping an allotment of a member under their command.

8. Authorized Allotments. Voluntary allotments of military pay and allowances of service members in active military service are limited to discretionary and non-discretionary allotments.

a. Discretionary Allotments. The member shall certify that the allotment is within the limits of the law (e.g., allotments may not be used to repay gambling debts where gambling is not permitted). Examples of discretionary allotments include but are not restricted to the following:

(1) Voluntary payment to a dependent and relatives.

(2) Payment of home loan, mortgage or rent.

(3) Payment of premium for commercial insurance such as life, dental, health, vehicle, etc.

(4) Repayment to a financial institution for car loan, home improvement loan, etc.

(5) Navy Mutual Aid Insurance.

(6) United States Government Life Insurance.

(7) Deposits to a financial institution, mutual fund company, or investment firm, for the personal or joint account of the member.

(8) Payment of dues to a Coast Guard association.

b. Nondiscretionary Allotments. Nondiscretionary allotments of military pay and allowances of members in active military service are limited to the following:

(1) Purchases of U.S. Savings Bonds.

(2) Payment for pledges for charitable contributions to the Combined Federal Campaign (CFC). Only one CFC allotment is authorized for each service member.

(3) Allotments to the Department of Veterans Affairs for deposit to the Post-Vietnam Era Veterans Educational Assistance Program and the Veterans Educational Assistance Act of 1984.

(4) Repayment of loans to CG Mutual Assistance or Morale Fund, Armed Forces Relief Societies, and the American Red Cross.

(5) Repayment of indebtedness to the United States Government or a court appointed trustee under Chapter XIII of the Bankruptcy Act.

(6) Tricare Dental Program (TDP) premiums.

Authorized Allotment Purposes and Periods

Non-Discretionary Allotments (listed to the following)	Then the letter is	Allotment Limitation (Note 1)	Required period is		May continue into retirement	
			Indefinite	Definite	Yes	No
Purchase of United States Savings Bond – SERIES EE	B	NONE (Note 2)	X		X	
Purchase of U.S. Savings Bond – SERIES I	G	NONE (Note 2)	X		X	
Charitable contributions to Combined Federal Campaign fund	C	1		X		X
Post –Vietnam Era Veterans' Educational Assistance Program	E	1		X		X
Veterans' Education Assistance Act of 1984 (Note 4)	F	1		X		X
Loan repayment to:	L					
a. Coast Guard Mutual Assistance or Morale Fund		NONE		X	X	
b. Armed Forces Relief Societies		NONE		X		X
c. American Red Cross		NONE		X		X
Repayment of indebtedness to the United State Government (Note 5) or a Court appointed Trustee under Chapter XIII of the Bankruptcy Act	T	NONE		X	X	
Veterans Benefits Improvement Act of 2000 (Note 10).	K	1		X		X
Tricare Dental Program Premiums	J	1	X			X

Discretionary Allotments	Then the letter is	Allotment limitation (Note 1)	Required period is		May continue into retirement	
			Indefinite	Definite	Yes	No
Support of dependents	D	NONE	X		X	
Repayment of home loans, mortgages, or rent (Note 6)	H	NONE	X		X	
Commercial Insurance	I	NONE	X		X	
Loan repayment to a Financial Institution (Note 7)	L	NONE (Note 8)	X			X
Navy Mutual Aid Insurance	M	1	X		X	
U.S. Government Life Insurance (USGLI) and/or National Service Life Insurance (NSLI)	N	1	X		X	
Other	O	NONE	X			X
Payment to financial institutions to a personal or joint account of the member	S	NONE	X			X (Note 9)
Payment of dues to Coast Guard associations	X	NONE	X		X	

Notes:

1. Maximum number of discretionary plus non-discretionary allotment may not exceed 14. Refer to Section 7-A-4.d.
2. The amount of bonds which may be purchased and held in the name of any one person in any 1 calendar year is limited to $30,000 face amount.
3. Refer to section 7-D.
4. "F" allotments are not really allotments because the contributions are a reduction of a member's basic pay. The allotment procedure is used as a convenience only and does not imply the funds were ever in the member's control.
5. Includes, but is not limited to:
   a. Defaulted notes guaranteed by the VA or FHA.
   b. Delinquent Federal income taxes.
   c. Overpayment of pay and allowances of other agencies.
6. Following conditions apply:
   a. Payment of loans for the purchase of a home, mobile home, or house trailer used as a residence by the allotter, spouse, and/or dependent.
   b. A member's landlord is offered the opportunity to receive rental payments by allotment from the member's pay. In return the landlord agrees to "Set-A-Side" the last month' rent and security deposit. This agreement is strictly between the member and landlord – Coast Guard has no liability. Amount of allotment is normally not more than member's BAH.
   c. Home Mortgage allotments can continue into retirement. However, rental Set-A-Side allotments cannot.
7. Financial Institution means any bank, savings bank, savings and loan association, credit union, or similar institution.
8. Each allotment must have a separate and distinct account number.
9. Only one "S" allotment authorized when retired.
10. See section 7-E-5.

FIGURE 7-1

d. Payment of statutorily required allotments shall be enforced over other voluntary deductions and allotments when the gross amount of pay and allowances is not sufficient to permit all authorized deductions and collections. Allow the member to choose which voluntary allotments to cancel. If the member refuses or is unable to advise which allotments to cancel, cancel in the following order:

(1) "C" - Combined Federal Campaign (CFC).

(2) "B" - U. S. Savings Bond.

(3) "X" - Association dues.

(4) "S" - Savings to financial institutions.

(5) "E" or "F" - Educational assistance programs.

(6) "L" – Loans to financial institutions.

(7) "D" - Dependent allotments.

(8) "H" - Home loans.

(9) "I" - Insurance premiums.

(10) "M" - Navy Mutual Aid Insurance.

(11) "N" - U. S. Government Life Insurance (NSLI).

e. An allotment established under this section shall be adjusted or discontinued upon notice from the authorized source.

f. Neither the Department of Transportation, the Coast Guard, nor any officer or employee, shall be liable for any payment made from moneys due from, or payable by, the Department of Transportation or the Coast Guard, to any individual pursuant to notice regular on its face, if such payment is made in accordance with this section. If HRSIC receives notice based on a support order which, on its face, appears to conform to the laws of the jurisdiction from which it was issued, HRSIC shall not be required to ascertain whether the authority that issued the order had obtained personal jurisdiction over the member.

G. Involuntary Allotments for Creditor Judgments.

1. Authority. Statutory authority to collect monies for a commercial debt from a member's pay exists under Public Law 103-94, section 9, 6 Oct 93. Monies due from, or payable by, the United States to active duty members are subject to the involuntary allotment. The application for direct payment of an involuntary allotment to satisfy a judgment for commercial indebtedness from the pay of a member subject to involuntary allotment must be accompanied by a certified copy of a final judgment issued by a court of competent jurisdiction within any State, territory, or possession of the United States.

2. Definitions.

a. Designated Agent.

Commanding Officer (LGL)
Coast Guard Human Resources
Service & Information Center
444 SE Quincy Street
Topeka KS 66683-3591

b. Active Duty Member. A Regular member or any member of a Reserve Component on active duty pursuant to 10 USC 672 for a period in excess of 180 days at the time an application for involuntary allotment is received by the designated agent, excluding members in a prisoner of war or missing in action status and retired members.

c. Final Judgment. A final judgment is a valid, enforceable order or decree;

(1) from which no appeal may be taken, or from which no appeal has been taken within the time allowed, or from which an appeal has been taken and finally decided;

(2) that includes language that the proceedings complied with the Soldiers' and Sailors' Civil Relief Act of 1940, as amended; and

(3) awards a certain amount and specifies that the amount is to be paid by an individual who, at the time of application for the involuntary allotment, is a member of the Coast Guard.

3. Application to Designated Agent.

a. To initiate an involuntary allotment, an applicant (creditor) shall send a copy of the final judgment certified by the clerk of the court, accompanied by DD Form 2653, Involuntary Allotment Application, and other supporting documents required by DoD Instruction 1344.12 ("application package"), to the designated agent.

b. The application package shall be sent by mail or delivered in person to the designated agent. The designated agent shall note the date and time of receipt of the application package.

c. When the application package does not sufficiently identify the member, it shall be returned directly to the applicant with an explanation of deficiency.

d. When the application package is effectively served on the designated agent, the application package will be processed in accordance with DoD Directive 1344.12.

e. Upon receipt of a completed application, together with all required supporting documents and information, including a certified copy of the court order, the designated agent shall identify the member from whom the monies are payable, and the member's commanding officer. Notice shall be sent to the member and the member's commanding officer in accordance with DoD Instruction 1344.12, paragraph F.2.b. The involuntary allotment shall not exceed the lesser of 25 percent of a member's pay subject to involuntary allotment or the maximum percentage of pay subject to garnishment proceedings under the applicable State law.

States Having Treasury Agreements for State Tax Withholding

State	Effective Date
Alabama	1 Jul 77
Arizona	1 Oct 93
Arkansas	1 Aug 81
California	1 Feb 78
Colorado	1 Aug 77
Connecticut	1 Jan 92
Delaware	1 Jul 77
District of Columbia	1 Aug 77
Georgia	1 Jan 79
Hawaii	1 Dec 77
Idaho	1 Jul 77
Indiana	1 Aug 77
Iowa	1 Jul 77
Kansas	1 Jul 77
Kentucky	1 Sep 77
Louisiana	1 Sep 77
Maine	1 Nov 77
Maryland	1 Aug 77
Massachusetts	1 Aug 77
Minnesota	1 Nov 77
Mississippi	1 Jun 78
Missouri	1 Jun 89
Nebraska	1 Sep 77
New Jersey	1 Jul 77
New Mexico	1 Jul 77
New York	1 Jul 77
North Carolina	1 Jul 77
North Dakota	1 May 88
Ohio	1 Sep 78
Oklahoma	1 Sep 77
Oregon	1 Nov 77
Pennsylvania	1 Jul 77
Puerto Rico	1 Jul 89
Rhode Island	1 Aug 77
South Carolina	1 Jul 77
Utah	1 Jul 77
Vermont	1 Jan 90
Virginia	1 Jul 77
Wisconsin	1 Aug 77

FIGURE 8-2

C. Federal Insurance Contributions Act (FICA) Tax.

1. Authority. Effective 1 Jan 1957 the Servicemen's and Veteran's Survivor Benefits Act of 1956 extended Social Security coverage to members of the Armed Forces, and subjected them to tax deductions as prescribed by the Federal Insurance Contribution Act (FICA). These taxes are imposed on members in order to provide funds for old age, survivors, and disability insurance. Effective 1 Jan 1966, an additional tax was imposed to provide hospital insurance benefits for the aged. The term "FICA Tax," used in this section includes both Federal Insurance Contribution Act (FICA) and Health Insurance (HI).

2. Wages Subject to Tax. Only basic pay is subject to FICA Tax deductions (this includes any one-time credits of basic pay).

3. Tax Rates. The Payroll Management Guides contain the current and historical FICA Tax rates, as well as the maximum amount of wages subject to tax and the maximum amount of tax which can be withheld per year.

Calendar Year	Basic FICA (%)	+	Medicare Contribution (%)	FICA Total (%)	Cap on wages subject to Social Security	Maximum Social Security Tax
1990	6.20		1.45	7.65	51,300	3,924.45
1991	6.20				53,400	3,310.80
1991			1.45		125,000	1,812.50
1992	6.20				55,500	3,441.00
1992			1.45		130,200	1,887.90
1993	6.20				57,600	3,571.20
1993			1.45		135,000	1,957.50
1994	6.20				60,600	3,757.20
1994			1.45		NO MAXIMUM LIMIT	
1995	6.20				61,200	3,794.40
1995			1.45		NO MAXIMUM LIMIT	
1996	6.20				62,700	3,887.40
1996			1.45		NO MAXIMUM LIMIT	
1997	6.20				65,400	4,054.80
1997			1.45		NO MAXIMUM LIMIT	
1998	6.20				68,400	4,240.80
1998			1.45		NO MAXIMUM LIMIT	
1999	6.20				72,600	4,501.20
1999			1.45		NO MAXIMUM LIMIT	
2000	6.20				76,200	4,724.40
2000			1.45		NO MAXIMUM LIMIT	
2001	6.20				80,400	4,984.80
2001			1.45		NO MAXIMUM LIMIT	
2002	6.20				84,900	5,263.80
2002			1.45		NO MAXIMUM LIMIT	

b. When the IRS determines that a member's delinquent income tax is a "problem case," the IRS may direct that, since the member's "take home pay" is not enough to pay the levy, all available accrued pay should be attached. In such "problem cases," all items of pay and allowances, including travel allowances and accrued leave settlement paid upon discharge, less exemptions claimed on IRS form 668-W(c), and less deductions and collections prescribed in Figure 11-7, Rules 1 through 8, are subject to levy. Voluntary non-discretionary allotments shall be discontinued if necessary, with the exception of allotments for support of minor children that are authorized in compliance with court orders entered prior to the date of levy. If the amount of the levy does not require stopping all voluntary allotments, the member may select which allotments to be stopped; if the member refuses such selection, the Human Resources Service and Information Center shall stop allotments as necessary, with insurance allotments the last to be stopped.

G. Income Tax Exclusion for Duty in a Combat Zone.

1. Authority. Under the provisions of 26 USC 112, certain income earned by members of the Armed Forces while in a combat zone designated by the President is not subject to withholding of Federal income tax.

2. Combat Zone Defined.

a. Executive Order 11216, 24 Apr 1965, designated the following as a combat zone effective 1 Jan 1964: "Vietnam, including the waters adjacent thereto within the following described limits: from a point on the east coast of Vietnam at the juncture of Vietnam with China southeastward to 21 degrees N. Lat., 108 degrees 15' E. Long.; thence southward to 11 degrees N. Lat., 111 degrees E., Long.; thence southwestward to 7 degrees N. Lat., 105 degrees E. Long.; thence northward to 9 degrees 30' N. Lat., 103 degrees E. Long.; thence northeastward to 10 degrees 15' N. Lat., 104 degrees 27' E. Long.; thence northward to a point on the West Coast of Vietnam at the juncture of Vietnam with Cambodia. The island of Phu Quoc is a part of the territory of Vietnam. Executive Order 13002, 13 May 1996, terminated the above "combat zone" designation as of midnight on 30 Jun 1996.

b. Executive Order 12744, 21 Jan 1991, designated the following as a combat zone, including the airspace above such locations, effective 17 Jan 1991: the Persian Gulf, Red Sea, Gulf of Oman, that portion of the Arabian Sea that lies north of 10 degrees north latitude and west of 68 degrees east longitude, Gulf of Aden, the total land areas of Iraq, Kuwait, Saudi Arabia, Oman, Bahrain, Qatar, and the United Arab Emirates.

c. Public Law 104-117, effective 21 Nov 1985, authorized combat tax exclusion benefits for members performing services in peace-keeping efforts in Bosnia-Herzegovina, Croatia, and Macedonia.

d. Executive Order 13119 designated the following areas (including the airspace above) as combat zone: the Federal Republic of Yugoslavia (Serbia and Montenegro), Albania, the Adriatic Sea, and the Ionian Sea north of the 39th parallel.

e. Executive Order 13239 of 12 Dec 2001 designates these countries, including the airspace above, as combat zones:
Effective 19 Sep 2001 - Afghanistan, Pakistan, Tajikistan, and Jordan.
Effective 1 Oct 2001 - Kyrgystan and Uzbekistan.

f. Effective 31 Oct 2001 the land area and airspace of Oman and United Arab Emirates, waters and airspace of the Red Sea, Gulf of Aden, Gulf of Oman, and Arabian Sea north of 10 degrees north latitude and west of 68 degrees east longitude.

2. Excludable Compensation. Refer to figure 8-1 for items of military pay which are not included in gross income and are exempt from Federal income taxation when member qualities for the combat zone exclusion.

3. Qualification for Combat Zone Exclusion. On and after 1 Jul 1973, members qualify for combat zone tax exclusion for any month during any part of which they:

a. Perform Active Service in Combat Zone. These are members in a duty status and those whose permanent duty assignment is in the combat zone.

b. Are a Prisoner of War or Missing in Action. As a member of the Armed Forces in active service in a combat zone, who there becomes a prisoner of war or missing in action. For the purpose of this section, the member is deemed to continue in active service in the combat zone for the period for which he or she is entitled to such status for military pay purposes.

c. Qualify for Hostile Fire Pay While Present in Zone. As a result of physical presence in the combat zone, qualify for hostile fire or imminent danger pay under the provisions of chapter 4.

d. Support Military Operations in Combat Zone While Outside Zone. Perform military duties in areas outside the combat zone in support of military operations in the zone and by reason of such duties qualify for hostile fire or imminent danger pay under the provisions of chapter 4.

e. Are Hospitalized. Tax exclusion benefits continue when hospitalization or re-hospitalization occur at any place as a result of wounds, disease, or injury incurred while serving in a combat zone or serving under conditions contained in section 8-G-4.d. A member is "hospitalized or re-hospitalized" until member's status as a hospital patient ceases by reason of discharge from hospitalization with orders to report for duty, separation from the service, or retirement. Combat zone, tax exclusion shall not apply to any months beginning more than 2 years after the date of the termination of combat activities in the combat zone. However, with respect to members hospitalized or re-hospitalized as a result of service in the combat zone designated for purposes of the Vietnam conflict, combat zone tax exclusion shall not apply to any month beginning after 31 Jan 1978.

f. Are Temporarily Absent. After being assigned to duty in the combat zone, are directed to perform TAD, granted leave, or authorized to depart from the zone for other lawful cause. In instances where the absence extends over a period which includes a full calendar month, credit for the tax exclusion may not be allowed for that calendar month. Also effective 12 November 1970, member who is in the combat zone merely because of being on leave from a duty station not in the zone solely for their own convenience, or who pass over or through the zone in a travel or duty status between points outside the zone are not entitled to tax exclusion unless they qualify under section 8-G-4.c. Travel or duty status for which the exclusion does not apply includes stops or layovers in the combat zone. This section does not apply to members who are assigned to units in the combat zone or who are ordered on official temporary duty to the combat zone.

D. Advance Payments.

1. Authority. 37 USC 402, 403, 405, and 1006 authorize members on active duty to receive advance payments under certain conditions.

2. Command Oversight. Commanding Officer(CO)/Officer In Charge(OIC) oversight is an important responsibility in the advance pay program. The command shall ensure that the member is aware of the options available to ease the possible financial burden of a PCS move. An advance of pay is one such option. There exists a potential for personal financial hardship due to a reduction in monthly pay while liquidating the advance payment. It is the command's responsibility to ensure that the member is aware of the intent of an advance of pay, particularly for expenses outside of the program's scope. An advance of pay is not intended to provide funds for such items as investments, vacations, or the purchase of consumer goods that are not the result of direct expenses resulting from the member's PCS orders.

3. Types and Conditions for Payment. Members on active duty may request and receive the following type of advance payments under the conditions indicated:

   a. Pay Only. The purpose of an advance of pay associated with a permanent change of station (PCS) move is to provide a member with funds to meet the extraordinary expenses of a Government ordered/authorized relocation. It is intended to assist with reimbursements and expenses incurred in a duty location change that are not typical of day-to-day military living. The request for advance pay will be processed by the PERSRU upon receipt of the Advances Worksheet, CG HRSIC-2010. The CO, or their designee, can approve requests for advance pay. Advance pay is authorized for members under the following conditions:

      (1) When the PCS orders transfers the member out of their unit's Military Housing Area (MHA), and the member is issued government funded travel and household goods movement entitlements.

      (2) When the PCS orders the member to a unit within their current Military Housing Area (MHA), advance pay is only authorized when a household goods move is authorized at Government expense in accordance with the JFTR (such as a directed move out of government or leased family quarters). Temporary duty en-route does not preclude payment (37 USC 1006(a)).

      (3) Advance pay may be authorized for a humanitarian, unilateral, or mutual exchange of station transfer, only when the PCS transfers the member out of their unit's MHA. Commands are to use discretion in approving an advance pay request when transfers under these type orders are to an adjacent MHA (Examples: Washington, DC to Baltimore, MD, or San Francisco, CA to Alameda, CA).

      (4) Serving on a vessel which has a change of homeport.

      (5) Ordered to active duty of 140 days and greater.

See notes on next page.

Notes:
1. The advance of pay may not be paid prior to 30 days before departing on PCS orders, or more than 90 days before departing except when justified by extenuating circumstances and approved in writing by the member's CO/OIC. Also, the advance pay may be paid not later than 60 days after the member reports to the new PDS, or 60 days after the vessel arrives at the new homeport.

2. A CO, or their designee, may approve a member's request for advance pay up to 180 days after reporting to the new PDS or new homeport when the member requires an extended period of time to acquire permanent quarters in the local community and/or the member's dependents arrive at the new PDS or new homeport at least 30 days after the member. When a member is requesting advance pay between 61 and 180 days after reporting to the new PDS, the request must be in writing and state the reason for the request. The CO/OIC must approve this request in writing. This approval authority may not be delegated. Both the member's written request and the command's written approval shall be maintained in their PERSRU PDR until the advance is fully liquidated.

b. Pay and Allowances. 37 USC 1006(b) authorizes advance pay and allowances to be paid to military members who are on duty at a distant station or onboard a deployed vessel, and the member's assignment precludes the member from being paid regularly. Because of the availability direct deposit, it is normally unnecessary for Coast Guard members to receive advance pay and allowances.

c. Enlisted Basic Allowance for Subsistence (ENL BAS) or Enlisted Regular BAS (ENL REG BAS). Advance payment for these two allowances is not authorized.

d. Overseas Housing Allowance (OHA), Interim Housing Allowance, and BAH in Conjunction with Overseas Assignment. Advance payment of OHA, interim housing allowance, and BAH is authorized for payment of advance rent, security deposits, and/or initial expenses incident to occupying other than Government housing. The advance may be made at any time during a member's tour at the station concerned. It may also be authorized when a member has located housing incident to PCS orders. The request for the advance will be processed by the PERSRU upon receipt of the Advances Worksheet, CG HRSIC-2010. The CO, or their designee, can approve this request.

e. BAH. Advance payment of BAH is authorized for payment of advance rent, security deposits, and/or initial expenses incident to occupying other than Government housing. The advance may be made at any time during a member's tour at the station concerned. It may also be authorized when a member has located housing incident to PCS orders. The request for advance BAH will be processed by the PERSRU upon receipt of the Advances Worksheet, CG HRSIC-2010. The CO, or their designee, can approve this request.

4. Amount Payable. In no case shall the amount advanced exceed that which can be liquidated within the member's remaining obligated service. The amount payable in advance is in addition to accrued entitlements due on the date of payment. The amounts payable by type of advance are:

   a. Pay Only. An amount not to exceed 3 months basic pay less:

      (1) Federal, State, and FICA tax withholding.
      (2) SGLI.
      (3) Monthly repayment amount of all known debts (whether scheduled or unscheduled for collection, including previous unliquidated advances).
      (4) Forfeitures of pay.
      (5) Montgomery GI Bill deductions.
      (6) Dependent Dental Plan deductions.
      (7) Garnishment, mandatory support allotment, and bankruptcy deductions.
      (8) TSP deductions (basic pay deductions only).

   b. Pay and Allowances. An amount not to exceed three months' basic pay and allowances less:

      (1) Federal, State, and FICA tax withholding.
      (2) SGLI.
      (3) Total of all allotments in force.
      (4) Monthly repayment amount of all known debts (whether scheduled or unscheduled for collection, including previous unliquidated advances).
      (5) Forfeitures of pay.
      (6) Montgomery GI Bill deductions.
      (7) Dependent Dental Plan deductions.
      (8) Garnishment, mandatory support allotment, and bankruptcy deductions.
      (9) TSP deductions (basic pay, special pay, incentive pay, and bonuses)

   c. Overseas Housing Allowance (OHA), Interim Housing Allowance, and BAH in Conjunction with Overseas Assignment. The amount to be advanced will be determined on the basis of housing expenses and the authorized OHA, interim housing allowance, and BAH. Housing expenses must be documented to include copies of the lease, utility company statement(s), and any other pertinent documentation available. The member's ability to repay an advance, considering other advances of pay which may have been made and any recurring pay deductions, will be considered in determining the amount of the advance. In no case will the advance payment exceed one year's anticipated housing expenses, or one year's OHA, interim housing allowance, and BAH accruable for the member at that station, whichever is less. Expenses identified by a member that will be used in the purchase of any real estate or living accommodations will not be considered as a basis for authorizing or determining the amount of the advance.

   d. BAH. The amount to be advanced will be determined on the basis of housing expenses and the authorized BAH. Housing expenses will be documented to include copies of the lease, utility company statement(s), and any other pertinent documentation available. The member's ability to repay the advance, considering other advances of pay which may have been made and any recurring pay deductions, will be considered in determining the amount of the advance. In no case will the advance payment of BAH exceed the anticipated housing expenses, or the total of three months BAH expected to be accrued by the member, whichever is less.

5. Liquidation. Advances must be liquidated as follows and in no case can the liquidation period exceed the member's current contract:

a. Advance Pay Only.

(1) The amount of the advance can be liquidated over a minimum period of one month to a maximum of 12 months starting with the first day of the month following the month in which the advance was paid. Any allotments, other than "I" or "D" allotments, that will prevent liquidation within 12 months shall be stopped. An advance of pay shall not be made in an amount which will require stoppage of "D", "N", or "I" allotments. After the payment of an advance, no allotments shall be registered which would prevent liquidation within 12 months.

(2) A member can request liquidation for a period greater than 12 months, but not to exceed 24 months, when the PCS move causes unusually large expenses and repayment within 12 months would create a severe personal financial hardship. The request must be approved in writing by the member's CO/OIC and may be requested prior to PCS transfer**.** This approval authority may not be delegated. The member must submit the request in writing and the request must contain sufficient information to fully justify the severe personal financial hardship caused by the PCS move. Both the member's written request and the command's written approval shall be maintained in the member's PERSRU PDR until the advance is fully liquidated**.**

b. Advance Pay and Allowances. This advance is liquidated as accrued, and is not permitted while on Direct Deposit.

c. Advance Overseas Housing Allowance (OHA), Interim Housing Allowance, and BAH in Conjunction with Overseas Assignment. Liquidation will normally be at a rate of not less than equal monthly installments of one-twelfth of the amount advanced, per month for the next 12 months starting with the first day of the month following the month in which the advance was paid. When justified and documented by the member and authorized by the member's CO/OIC, the beginning of collection action may be postponed for up to three months after the advance is made. The CO/OIC cannot delegate this authority. When justified and documented by the member and endorsed by the member's CO/OIC, Commandant (G-WPM-2) can authorize repayment over a period of more than one year, but not to exceed the member's tour at the station concerned. In no case will a repayment schedule be established that extends beyond the member's obligated service. Action to recoup any advance made under this paragraph in lump sum will be taken immediately upon receipt of information that the member has vacated the housing for which the advance was made.

CHAPTER 10. SEPARATION PAYMENTS AND CLAIMS

A. Lump Sum Leave (LSL) Payment for Unused Accrued Leave.

1. Authority. 37 USC 501, as amended, authorizes the payment of LSL.

a. Who May Be Paid.

(1) A member who is discharged from active service under honorable conditions unless the member continues on active duty (AD) under conditions which require accrued leave to be carried forward. Also an enlisted member who voluntarily extends an enlistment for the first time may elect payment for unused accrued leave. Effective on 10 Feb1976, members may be paid for no more than 60 days, see section 10-A-1.a.(2) and 10-A-1.a(3) for exceptions, of accrued leave during the member's military career. Payments for accrued leave made before this date are excluded from the 60 day limitation. Effective 14 Jul 1976 a member eligible for an accrued leave settlement may elect to receive payment for a portion of the accrued leave, not to exceed a career total of 60 days, and carry the remaining accrued leave forward to a new or extended enlistment. Figures 10-1 through 10-4 are rules for determining whether a member may be paid for accrued leave. Payment for leave must be exact; half-days are not rounded. **Example**: A member entitled to 59-1/2 days shall be paid for 59-1/2 days, not 60 days.

(2) Members Serving in Support of a Contingency Operation. The term "contingency operation" means a military operation that is designated by the Secretary of Defense as an operation in which members of the armed forces are or may become involved in military actions, operations, or hostilities against an opposing military force, or results in the call or order to, or retention on active duty of members of the uniformed services under 10 USC 672(a), 673, 673(b), 673(c), 688, 3500, 8500, or any other provision of law during a war or during a national emergency declared by the President or Congress. Effective 5 Dec 1991, accrued leave sold is not added to the career leave total and the 60 day limitation does not apply to:

(a) Unused leave accrued by a member while serving on active duty in support of a contingency operation who dies as a result of an injury or illness incurred while serving on active duty in support of a contingency operation, or

(b) Unused leave accrued while serving on active duty in support of a contingency operation. This applies to members of the:

1. Reserve Components;
2. Retired Reserve; and
3. Retired Regular

(3) Reservists on Active Duty for 31-365 Days. Effective 1 Oct 2001, the 60 day limitation on sold leave does not apply to a member of a reserve component who serves on active duty, or active duty for training, for a period of more than 30 days but not in excess of 365 days.

2. Who is Entitled to Payment. All members with accrued leave are entitled to payment of LSL when discharged. Enlisted members are also eligible for payment in the following cases:

   a. When accepting an appointment to one of the Service academies. Although the member is not actually separated from active service, the date prior to the date member accepts the appointment is constructively the date of discharge (36 Comp Gen 334).

   b. When extending an enlistment for the first time (48 Comp Gen 127). Refer to section 1.G, Personnel Manual, COMDTINST M1000.6 (series). The date of discharge is the date member's current enlistment would have expired had no extension been made. No payment is allowed for a second or subsequent extension.

   c. When discharged for the purpose of immediate reenlistment in any branch of the Armed Forces and the discharge occurs within 3 months of the date the member's enlistment or extended enlistment would have expired. Effective 5 Oct 1999, members discharged more than 3 months prior to expiration of the member's enlistment may sell leave.

   d. When member is ordered home awaiting disciplinary action ((HADA), also referred to as appellate leave), the member has the option of using accrued leave or being paid for LSL prior to departing for home awaiting results of the appeal process.

3. Who May Not Be Paid. The following members are not entitled to LSL for unused, accrued leave;

   a. An enlisted member discharged prior to expiration of an enlistment for the purpose of enlisting, re-enlisting, or accepting an appointment in the Regular Coast Guard. See section 10-A-2.c. for exception.

   b. A member separated under other than honorable conditions.

   c. A Reserve member on ADT without pay.

   d. A member on AD or ADT for a period of less than 30 consecutive days.

   e. A member transferred to the retired list but retained on continuous AD after transfer.

   f. A Coast Guard Cadet.

   g. A member discharged for fraudulent enlistment.

   h. A member who serves less than 30 days on AD.

b. Limitation. The total amount a member may receive in SEP PAY under this section and SEV PAY (excluding disability severance) and READJ PAY under any other provision of law based upon service in the Armed Forces:

(1) On and before 5 Nov 1990, may not exceed $30,000.

(2) After 5 Nov 1990, no limitation.

5. Refund Upon Retirement. A member who receives SEP PAY and later qualifies for retired pay under 10 or 14 USC shall have the SEP PAY recouped. Each payment of retired pay will be reduced by so much of which such pay is based upon the service for which SEP PAY was received. This reduction will continue until such time as the amount deducted is equal to the total amount of SEP PAY received.

K. Death Gratuity.

1. Authority. 10 USC 1475-1480, as amended by Public Law 102-190 authorizes paying a death gratuity to the survivors of a Coast Guard member who dies while on active duty and a Coast Guard reservist on IDT/ADT or while traveling to/from IDT/ADT. The survivors of a member or former member, who dies within 120 days of their separation date, are also authorized a death gratuity, if the Administrator of Veterans Affairs determines the death was service connected.

2. Eligible Payees. Article 18.A.4, Personnel Manual, COMDTINST M1000.6 (series), lists the eligible survivors in order of precedence for paying the death gratuity:

a. Lawful Spouse
b. Members Children, without regard to age or marital status, in equal shares.
c. Relative designated by member on CG 4170A (Parents, siblings – either half or full blood and adopted)
d. Member's parents in equal shares
e. Member's siblings – either half or full blood and adopted, in equal shares.

3. Amount Payable. The amount payable for death gratuity is $6000.

4. Amount Taxable. The first $3000 of each death gratuity is not taxable. The second $3000 of each death gratuity is subject to taxation and reported as taxable, but is not subject to withholding. Where more than one person shares the death gratuity, divide the taxable and non-taxable portions equally among all beneficiaries. Report the income to the IRS and appropriate state taxing authorities using a TD Form 1099-R.

5. Who May Make Payment. All death gratuity payments are made by HRSIC (SES).

6. Payment Procedure. The eligible beneficiary applies for the death gratuity by completing and forwarding DD Form 397, Claims Certification and Voucher for Death Gratuity Payment, to HRSIC (SES). The beneficiary is normally assisted by the Casualty Assistance Control Officer (CACO) assigned to the death. See Article 18.A.4.(g)(2), Personnel Manual, COMDTINST M1000.6 (series).

7. Additional Information Affecting Payment.

   a. Death gratuity is not payable in the case of a member whose death is the result of lawful punishment for a crime or military offense, except when death was inflicted by a hostile force with which the United States Armed Forces had engaged in armed conflict.

   b. Death gratuity is not payable if the beneficiary or survivor personally killed the member unless there is evidence that clearly absolves the person from any felonious intent (MS Comp Gen B-115170, 16 July 1953).

   c. Death gratuity is not payable in the case of a member who is a declared deserter at the time of death. The death gratuity is payable, if it is later found the deserter declaration was in error.

   d. If the date of death is before the normal expiration of contracted duty and the member dies while in an unauthorized absence status (AWOL or AOL), including in the custody of civil authorities, the death gratuity is not payable (29 Comp Gen 294 and 31 Comp Gen 645).

   e. A death gratuity payment may not be used to satisfy an indebtedness (including an overpayment).

8. Erroneous Payments. An erroneous payment of death gratuity is one made to a person clearly not entitled to it because of administrative error, rather than because of statement record made by the deceased member.

   a. A second payment shall be made to the rightful beneficiary or survivor when the error resulted from improper maintenance of records or administrative negligence. This payment should not be delayed pending recovery of the erroneous payment from the ineligible recipient (37 Comp Gen 131).

   b. A second payment shall not be made to a different person if the first payment was based on statements of record made by the deceased member, and the Government has no reason to doubt the beneficiary's/survivor's - status was as stated (37 Comp Gen 131).

L. Transitional Compensation for Dependents of Members of the Coast Guard Separated for Dependent Abuse.

1. Authority. 10 USC 1059 authorizes transitional compensation to abused dependents of non-retirement eligible members of the Coast Guard. Transitional compensation is paid to dependents of members on active duty for more than 30 days who are convicted of a dependent-abuse offense and whose conviction results in the member:

   a. Being separated from active duty pursuant to a sentence of a court martial or;

   b. Forfeiting all pay and allowances pursuant to a sentence of a court-martial; or

   c. Who is administratively separated from active duty in accordance with applicable regulations if the basis for the separation includes a dependent-abuse offense.

CHAPTER 11. IN-SERVICE DEBT COLLECTION

A. General.

1. Authority. Statutory authority to collect indebtedness to the United States from a member's pay exists under 37 USC 1007(c), 5 USC 5514, and Public Law 97-276, section 124, 2 Oct 1982. Other statutes authorize collection of specific classes of debts.

2. Definitions. The following definitions apply to this chapter.

   a. Pay. This includes basic pay, special pay (including enlistment or reenlistment bonuses), retainer pay, incentive pay, retired pay, and equivalent pay, but does not include allowances, forfeitures, fines, MGIB deductions, or VA compensation.

   b. Available Pay. Available pay is two-thirds of the member's pay less: (1) - amounts deducted in arriving at disposable pay plus, (2) - amounts collected under other debt collection authority. The member is entitled to receive one-third of his or her pay per month.

   c. Disposable Pay. This is pay less statutory amounts required to be withheld. Amounts deducted in calculating disposable pay include: FICA, FITW, SITW, SSLI, RSFPP, SBP, DPP – dependent dental program, and TSP-Thrift Savings Plan.

   d. Allowances. Allowances include, but are not limited to, payments in lieu of subsistence, quarters, uniforms, clothing, personal money allowances, family separation allowance, and overseas station allowance. They also include travel and transportation allowances authorized by 37 USC Chapter 7.

   e. Erroneous Payment. An erroneous payment is a payment that was not proper when made. Advanced leave that became excess leave because of early separation is not an erroneous payment. Likewise, a reenlistment bonus which must be recouped because of failure of the member to complete the term of service for which the bonus was paid is not an erroneous payment.

   f. Final Pay. This is all monies from any source, due the member upon separation from the Service.

   g. In-Service Debt. A debt owed the United States by a person currently entitled to receive monies from a Coast Guard pay and allowance system.

   h. Pay Period. The pay period for purposes of in-service debt collection is the calendar month.

   i. Member. A person appointed or enlisted in, or conscripted into a Uniformed Service. This includes active, Reserve, and retired personnel.

   j. Routine Adjustment. A routine adjustment corrects an overpayment resulting from clerical or administrative errors or delays in processing pay documents. Once discovered it will be corrected in the next or future pay periods. Under normal circumstances, this period shall not extend over three months.

k. Settlement Authority. The person authorized to collect, compromise, terminate, and suspend collection of a claim/debt.

B. Voluntary and Involuntary Collections.

1. Collection With Member's Consent. Members indebted to the United States will be encouraged to discharge their indebtedness through lump-sum cash payment when possible. When the amount of the debt relative to the member's ability to repay indicates that lump-sum settlement would create financial hardship for the member, installment payments will be accepted. Members will be encouraged to voluntarily accept liability for their indebtedness and to agree to a repayment schedule which adequately protects the interests of both the United States and the member.

2. Collection Without Members's Consent.

a. Current Pay.

(1) Current pay is available for repayment of an indebtedness without the member's consent only if such recovery is expressly authorized by statute.

(2) Where figures 11-1 through 11-5 authorize collection to be made "involuntarily," there is a statute authorizing such collection. When the indebtedness is a type for which there is no statute authorizing collection from pay, the tables authorize collection "with member's consent."

b. Final Pay. When a member is due final pay upon separation or death, any indebtedness to the United States may be collected under the general rule of offset without specific statutory authority. Under this rule, debts which could be collected from current pay only with the member's consent may be collected from final pay and allowances without the member's consent.

3. Limitation on Collections.

a. Current Pay. Some of the laws authorizing collection or indebtedness from a member's pay impose restrictions on the amount that may be collected or on the items of pay from which collection may be made. These limitations are shown in figures 11-1 through 11-6. A rate of collection agreeable to the member and the Coast Guard will be established.

b. Final Pay. Figure 11-6 shows which items of final pay and allowances are available for setoff of debts. The items shown as not available are specifically exempted by statute.

Priority of Deductions and Collections

RULE	When the amounts due a member are not enough to cover authorized deductions or collections, collect applicable amounts shown in the following sequence:	
1	Reduction of pay entitlement	Losses of pay entitlement take precedence over all items for deduction or collection: a. Forfeiture. (note 1) b. Reduction for education benefit under "Montgomery G.I. Bill (note 1)
2	Reimbursement to United States	Amounts collected for deposit to the credit of the United States Treasury in the following order: a. FICA tax b. FITW (this includes any amounts voluntarily authorized by member in excess of the minimum withholding required. c. Deduction for SGLI
3	Thrift Savings Plan	Contribution amounts.
4	State income tax withholding	
5	Involuntary repayment of indebtedness to United States	a. Routine pay adjustment as defined section 11-A-2.j. b. Repayment of advances of pay/allowances or advances of travel. c. Other collections (overpayment of pay or allowances outside the scope of a routine pay adjustment). d. Repayment of public funds entrusted to an accountable member or funds obtained by any member through fraud, larceny, embezzlement, or other unlawful means. e. Clothing allowance charges. f. Transportation charges. g. Subsistence charges. h. Government property lost or damaged. i. Telephone or telegraph charges. j. Damage to assigned housing due to negligence or abuse. k. Indebtedness to a Commissary, DoD contracted Military Banking Facility overseas, or other appropriated fund activity for an uncollectable check or defaulted loan. l. Unpaid hospital bills for medical services furnished a dependent m. Compensation or stipend payments received by a medical officer from state, county, municipal, or privately owned hospitals for medical services. n. Jury duty fees received by a member. o. Amounts due other Uniformed Services or departments or agencies outside DOT, including court judgement.
6	Garnishment for alimony and child support payments	
7	Statutorily-required child and spousal support allotments	
8	Reimbursement to individuals and agencies	Remittances to an individual or agency by disbursing officer making deductions as follows: a. Deductions for rental of premises occupied by dependents. b. Deduction for payment for damages to private property.

Figure 11-7 rules and notes continued on page 11-18.

FIGURE 11-7

Priority of Deductions and Collections (cont'd)

RULE	When the amounts due a member are not enough to cover authorized deductions or collections, collect applicable amounts shown in the following sequence:	
9	Court-ordered bankruptcy payments under Chapter 13 of the revised Bankruptcy Act	See note 2.
10	Indebtedness to a nonappropriated fund activity	
11	Amounts due Service relief society (Army Emergency Relief, Air Force Aid Society, Navy-Marine Corps Relief Society, or Coast Guard Mutual Assistance) only at final separation	
12	Voluntary repayment of indebtedness to United States	In order specified by the military service member (note 3.)
13	Involuntary allotment for commercial debts	See note 4.
14	Allotments	Payments made to an allottee by the United States or when a savings bond has been issued before the date amounts due a member are to be disbursed in the following order: a. Emergency support of dependent b. Government insurance (discretionary allotment) c. Repayment of individual indebtedness or for payment to an individual or financial organization for disposition as authorized by the allotter (discretionary allotment) d. Purchase of United States savings bonds e. Donation to charity drives f. Other discretionary allotments. (note 4)
15	IRS levy for delinquent federal income taxes	See section 8-F-1.
16	Court-martial fines	

Notes:

1. Gross pay to which the military service member would otherwise be entitled must be reduced by the amount of the forfeiture. The forfeiture is subtracted to determine a new, reduced gross pay amount. Deductions based on gross pay will be computed on the reduced gross pay.

2. In cases where the United States Bankruptcy Court has mandated that a sum be deducted monthly, the court order will be followed as prescribed in section 11-B-7. The above order of precedence will apply unless otherwise specified in the court order in which case the court's order prevails.

3. Upon separation, these become involuntary and fall under rule 5.

4. If the date of a tax levy is earlier than the effective date of a voluntary allotment or an involuntary allotment for commercial debts, the tax levy should be collected before either allotment.

FIGURE 11-7 (cont'd)

C. Aviation Career Incentive Pay (ACIP) and Hazardous Duty Incentive Pay for Flying Duty.

1. Effective 1 Oct 1991, the reserve aviation program was discontinued.

2. Prior to 1 Oct 1991, reserve members were entitled to ACIP and hazardous duty incentive pay for flying duty as prescribed in Chapter 5 of this Manual.

D. Special Pay.

1. Hardship Duty Pay-Location. Reserve members on active duty are entitled to HDP-Location under the condition prescribed in section 4-A of this Manual.

2. Career Sea Pay. Reserve members on active duty are entitled to CSEAPAY under the conditions prescribed in section 4-B of this Manual.

3. Hostile Fire or Imminent Danger Pay. Reserve members who serve on active duty in an imminent danger pay area for any part of a calendar month are entitled to hostile fire or imminent danger pay for that month, as prescribed in section 4-H of this Manual, provided the reservist remains entitled to active duty basic pay. If, during a calendar month, the reserve member serves in an imminent danger area, and during the same month loses entitlement to active duty basic pay, imminent danger pay will be prorated for the number of days the reservist received active duty basic pay.

4. Special Duty Assignment Pay. An enlisted reservist serving on active duty is entitled to SDAP, on a pro-rated basis, if the reservist meets the qualifications prescribed in the instruction for Special Duty Assignment Pay (SDAP), COMDTINST 1430.10 (series).

E. Basic Allowance for Subsistence (BAS).

1. Active Duty With Pay. Reserve members on active duty are entitled to BAS as prescribed in sections 3-A and 3-B of this Manual.

2. Active Duty Without Pay. Reserve members on active duty are entitled to BAS as prescribed in sections 3-A and 3-B of this Manual.

3. Active Duty Without Pay and Allowances. Payment of BAS is not authorized.

4. Inactive Duty for Training (IDT). An enlisted reservist who serves on IDT for eight or more hours in the same calendar day and not subsisted in kind is entitled to a commutation of rations (COMRATS) based upon the daily enlisted BAS rate when meals are not available, either from an APF dining facility or through commercial procurement. The following rules apply:

   a. Reservists are not entitled to COMRATS for periods of travel to and from the drill site.

   b. COMRATS are paid per meal based on time periods during which the reservist is on duty. Reservists who live in the local commuting area are only authorized the noon meal.

   c. Reservists who commute in excess of 50 miles one-way between their residence and their regular drill site are authorized the noon and evening meals on the first day of IDT and the morning and noon meals on the second day of IDT if they remain overnight at or near the IDT site rather than commute to an from their residence.

d. Reservists who commute less than 50 miles are authorized the noon and evening meals on the first day of IDT and morning and noon meals on the second day of IDT if they must remain overnight at or near the IDT site due to special operations or the nature of assigned augmentation.

e. If the distance a reservist must travel between the permanent residence and regular drill site is such that he/she must travel on the evening prior, in order to report for duty on or before 0700 on the first drill day, and the reservist remains overnight at or near the drill site, the morning, noon, and evening meals are authorized on the first day of drill, and the morning and noon meals are authorized on the second day of drill.

f. If the nature of IDT duty requires that a reservist work past 1800, the evening meal is provided in addition to any other meals authorized for the day.

5. Active Duty for 139 days or Less. Enlisted Reserve personnel on active duty for periods of 139 days or less are entitled to ENL BAS while in a travel status. This includes periods of ADT-AT, ADSW-RC, and ADSW-AC, except:

a. For periods of travel to and from initial active duty for training, or

b. Active duty performed within the local commuting area of the regular drill site, or

c. Active duty performed at a unit where Government quarters and messing are available. However, ENL BAS is payable for travel to and from the unit.

F. Basic Allowance for Housing (BAH).

1. Active Duty With Pay. Reservists on active duty for 139 days or less who are not provided quarters in kind are entitled to BAH-II, unless the reservist is ordered to active duty in support of a contingency operation. See section 3-C-10 of this Manual.

2. Active Duty Without Pay. A reserve member ordered to active duty without pay who is not provided quarters in kind is entitled to BAH-II.

3. Active Duty Without Pay and Allowances. Payment of BAH is not authorized.

4. IDT. Payment of BAH is not authorized.

5. Annual Verification. Reservists must annually re-certify their dependents as prescribed in section 3-E-7 of this Manual.

4. Combination of Funeral Honors Duty with Other Duty.

   a. Funeral honors duty allowance may not be paid during periods that a reservist is on active duty.

   b. A single IDT drill may be scheduled on the same day as funeral duty, but must be completed prior to or commenced after funeral duty is performed.

P. TRICARE Dental Program (TDP).

1. Eligibility. See section 6-C of this Manual. For further guidance regarding this program see Chapter 5 of the Personnel and Pay Procedures Manual, HRSICINST M1000.2 (series).

Q. Disability Pay Under a Notice of Eligibility (NOE).

1. Authority. The authority for disability pay is contained in 37 USC 204(g) and Section 7-E, Reserve Policy Manual, COMDTINST M1001.28(series).

2. Entitlement. Reserve members disabled in the line of duty from injury, illness, or disease may be entitled to disability pay, provided such injury, illness, or disease is not determined to be caused by the members own misconduct.

   a. Rates of Pay. Active duty or IDT, refer to figure 12-1.

   b. Limitations of Pay:

      (1) All pay and allowances paid shall be in an amount which offsets the loss of income from nonmilitary compensation.

      (2) Pay and allowances may not be paid to a member who is enrolled in any other income protection insurance plan to the extent that such payment would result in total benefits to the member of more than the demonstrated loss of income from nonmilitary compensation.

      (3) The total pay and allowances paid may not exceed the amount of pay and allowances a Regular member of corresponding grade and length of service would have received.

      (4) Generally, pay and allowances will not be paid for a period greater then six months, however the period may be longer if Commandant (G-WTR) determines that it is in the interests of fairness and equity to exceed this limitation.

      (5) In computing the amount of disability pay, all special pays and allowances to which a reservist was entitled under sections 12-B, 12-D, 12-E, 12-F, 12-G, and 12-H, shall be included.

3. Leave. Regular leave does not accrue to a member who is disabled and receives pay and allowances beyond the termination date of orders that called the member to active duty, or the date of performance of IDT, as appropriate.

4. Termination of Pay and Allowances. A disabled member's pay and allowances terminate upon:

   a. Retirement.

   b. Separation for physical disability.

   c. Determination by service medical personnel that the member has recovered sufficiently to perform normal military duties, or when actually restored to normal military duties, whichever occurs first. A reservist must submit to timely medical examination(s) necessary for preparation of required medical certificate(s) in order to extend entitlement to pay and allowances beyond the ordered duty or training period. This provision does not apply to Figure 12-1, rules 2, 5 and 8, since the member's entitlements therein are based upon lost civilian income. Civilian earned income does not include retirement income.

   d. Discharge from the Coast Guard Reserve.

R. Allotments. Only reserve members on active duty for over 139 days are entitled to have allotments from their pay under Chapter 7 of this Manual.

S. Courts-Martial Sentences. The provisions of section 6-D of this Manual apply to reserve members.

T. Non-Judicial Punishment. The provisions of section 6-E of this Manual apply to reserve members, with the following exception. The maximum forfeiture to which a reservist is subject, while in an inactive duty status, is limited to one-half of the inactive duty training compensation to which entitled during the period of the sentence; this provision applies also to a reservist who is on active duty when the nonjudicial punishment is imposed, and reverts to an inactive duty status during the period of the sentence.

U. Board Certified Physician Assistants Pay. The provisions of section 4-J of this Manual apply to reserve members.

CHAPTER 15. CADET PAY AND ALLOWANCES

A. Authority.

1. Rate of Pay. Under 37 USC 203(C), effective 1 Oct 2001, Coast Guard cadets are entitled to receive cadet pay at a monthly rate equal to 35 percent of the basic pay of a commissioned officer in pay grade O1 with less than two years of service.

2. Subsistence. Under 37 USC 422 Coast Guard cadets are entitled to receive a ration, or commuted value of ration in money for each day the member is on active duty. Commuted rations accrue for periods of authorized leave of one or more days but not for a fractional part of a day. The value of commuted rations for a cadet is $5.25 per day, effective 1 Oct 1998.

3. Lump Sum Leave (LSL) Payment. Under 37 USC 504, Coast Guard cadets are not entitled to compensation for unused leave. An enlisted member of the Uniformed Services who accepts an appointment as a cadet is entitled to LSL payment for unused accrued leave as of the day preceding the date of acceptance of appointment as a cadet.

4. Travel To and From the Coast Guard Academy. Will be in accordance with Joint Federal Travel Regulations (JFTR) paragraph U7000.

B. Management of Cadet Pay and Allowances. Cadets are loaded into the PMIS/JUMPS payroll system, and their pay is computed by PMIS/JUMPS. HRSIC Topeka processes tax, SGLI, and allotment deduction and disbursements on behalf of cadets. HRSIC does not disburse net pay to cadets. Rather, HRSIC sends a report of computed net pay to the Superintendent, U.S. Coast Guard Academy. The Superintendent, U.S. Coast Guard Academy accounts for, manages, and disburses cadet pay.

C. Commencement and Termination of Pay.

1. Commencement of Pay. Pay shall commence upon entry into the Coast Guard Academy. A cadet appointed from a civilian status is entitled to cadet pay commencing with the date he or she reports to the Coast Guard Academy, providing the oath and acceptance of appointment is executed. A cadet appointed from enlisted status is entitled to Basic Pay as a cadet commencing with the date the oath and acceptance of appointment is executed. Pay accrues to such member on the basis of current enlisted pay grade through the day preceding the date the oath and acceptance of appointment as a cadet is executed.

2. Termination of Pay. Cadets who are separated from the Coast Guard Academy after execution of the oath and acceptance of appointment are entitled to pay and allowances to and including the date they are separated from the Coast Guard Academy.

D. Paydays. A cadet's fund account will be credited on the last working day of every month.

E. Advance Payment for Initial Clothing and Equipment.

1. Advance Payment. The Superintendent, U. S. Coast Guard Academy, shall establish the amount cadets will receive during the initial month(s) of active duty at the academy to cover the cost of initial clothing and equipment. This payment shall be sufficient to prevent the cadet from having a deficit cadet account balance.

2. Liquidation of Advance Pay. The repayment schedule normally will not exceed six months.

3. Early Separations. If a Coast Guard cadet is separated from the Service prior to liquidation of the advance, the following action shall be taken:

   a. Apply pay and allowances accrued and unpaid through date of separation toward liquidation of advance pay.

   b. If amount due is insufficient to liquidate the indebtedness, apply balance remaining in the cadet's personal account to the extent necessary to complete liquidation of the indebtedness.

   c. If member is still indebted, the cadet shall surrender to the Superintendent, Coast Guard Academy, clothing and equipment of a distinctively military nature to the extent required to liquidate the indebtedness.

   d. If there is any indebtedness remaining after the liquidation process listed above, the debt shall be cancelled.

F. Deductions from Pay.

1. Servicemembers' Group Life Insurance (SGLI). Cadets are eligible for SGLI coverage while on full-time duty as a cadet. Refer to section 6-A for cost and coverage.

2. Allotments from Pay. Cadets may only register allotments as authorized by the Superintendent, Coast Guard Academy.

3. Federal Income Tax, State Income Tax, and Federal Insurance Contribution Act (FICA). Cadet pay is taxable. Refer to sections 8-A through 8-C for policies and regulations concerning taxes.

G. Initial Deposit by Cadets (Entrance Deposit). Upon admission to the Coast Guard Academy, each cadet is required to deposit with the Superintendent, Coast Guard Academy, the sum of $1,000.00 to offset the cost of the initial issue of clothing and equipment. These funds are deposited to the cadet's individual account. This requirement may be waived, in part, by the Superintendent, Coast Guard Academy, when unusual circumstances exist.

H. Surrender of Clothing and Equipment Upon Separation Prior to Graduation. Under 14 USC 183, each cadet is required to turn into the Coast Guard Academy any acceptable clothing and equipment of a distinctively military nature to the extent necessary to liquidate an indebtedness.

1. Acceptable Items. The Superintendent, Coast Guard Academy, shall determine which items of clothing and equipment are acceptable for resale.

2. Allowed Values. The Superintendent, U.S. Coast Guard Academy, shall establish the value to be allowed for each item of clothing and equipment surrendered by a cadet.

CHAPTER 16

RETIRED PAY

TABLE OF CONTENTS

Page

Section A – Retired Pay (Nondisability) 16-1

Section B – Retired Pay (Disability)..... 16-8

Section C – Retired Pay (Reserve) 16-9

Section D – Retired Pay Administration..... 16-9

Section E – Retired Pay Inquiries 16-10

10. Special Compensation for Severely Disabled Retirees.

a. General.

(1) Special Compensation for Severely Disabled Uniformed Service Retirees is codified in law at title 10, USC 1413. This law provides benefits to certain retirees who suffer severe disabilities. Severe disabilities are those rated 70% or higher, effective 1 Oct 1999. Effective 1 Feb 2002, severe disabilities are those rated 60% or higher.

(2) The law was first effective 1 Oct 1999, as enacted by Section 658 of the National Defense Authorization Act for Fiscal Year 2000 (Public Law 106-65, 5 Oct 1999). It was amended to include members retired on disability by section 657, Floyd D. Spence National Defense Authorization Act for Fiscal Year 2001 (P.L. 106-398, 6 Oct 2000). Special Compensation was enhanced to include disabilities of 60% under the provisions of section 641(e), National Defense Authorization Act for Fiscal Year 2002 (P.L. 107-107, 28 Dec 2001).

b. Entitlement. A retiree is entitled to special compensation for each month during which, for the entire month, the retiree:

(1) Is an eligible member, and

(2) Has a qualifying service-connected disability.

c. Effective Date. Special Compensation is first effective 1 Oct 1999. No special compensation may be paid under 10 USC 1413 for any month before October 1999. Separate provisions have modified benefits with separate effective dates as indicated herein. No Special Compensation benefits are payable as a result of changes made by section 657, P.L. 106-398, for any month before October 2001. No Special Compensation benefits are payable as a result of changes made by P.L. 107-107 for any month before February 2002.

d. Monthly Amount of Special Compensation. A retiree's percentage disability rating for a given month as reported by the Department of Veterans Affairs (DVA) determines the amount of special compensation entitlement for that month in accordance with Figure 16-3. **Note:** A disability rated as total includes disability for which a rating of total has been assigned because of the disabled retiree's inability to secure or follow substantially gainful occupation as a result of service-connected disabilities.

e. Tax Considerations. The taxability of Special Compensation will be treated in the same manner as disability retired pay.

f. Funding and Payment. Special compensation is not military retired pay. It must be paid from funds appropriated for active duty pay and allowances.

g. Eligible Members. An eligible member is a retired member of the Uniformed Services who meets the following criteria:

(1) For benefits payable in months before October 2001, member must not be retired for disability (i.e., is not retired under the provisions of, title 10 USC Chapter 61). This limitation was repealed effective 1 Oct 2001, for benefits payable on or after that date. No benefits are payable for months before October 2001, as a result of the revised program criteria.

(2) Member must be in a retired status.

Note: Members recalled to active duty are not in a retired status during the period of such recall unless the recall is to serve as a representative on the Commandant of the Coast Guard Retiree Council or local chapter thereof. Further, a retiree need not be in actual receipt of retired pay to be in a retired status. For example, retirees who waive retired pay to receive disability compensation from the DVA, or to include Uniformed Service time in the computation of a civil service retirement annuity, are in a retired status. A reservist who meets all the requirements of title 10 USC 12731(a) is in a retired status for these purposes upon receipt of retired pay (unless waived). Retired reservists in a drilling status or awaiting age 60 are not entitled to special compensation.

(3) Member must have 20 or more years of service in the Uniformed Services for purposes of computing retired pay.

Note 1. With one exception, members retired under the provisions of section 4403 of Public Law 102-484, 23 Oct 1992, commonly referred to as the TERA program -- Temporary Early Retirement Authority (see Section 16-A-1.d. of this Manual) -- are not eligible, even if they have subsequent service in public and community service positions creditable for recomputation of retired pay at age 62. The exception is a TERA retiree who is recalled to active duty long enough to accumulate 20 years or more of actual service in the Uniformed Services.

Note 2. Absent evidence to the contrary (such as a TERA retirement), 20 years of service may be inferred if the retiree has a retired pay multiplier that is not less than 50 percent.

Note 3. A retired reservist with retired pay computed under the provisions of title 10 USC 1223 must have 20 or more years of service as defined by title 10 USC 12733. Thus, to be eligible for special compensation, a retired reservist must have 7,200 or more total points under clauses (1), (2), (3), and (4) of title 10 USC 12733.

h. Qualifying Service-Connected Disability. A qualifying service-connected (under the meaning of 38 USC 101) disability is a disability incurred or aggravated in the performance of duty (i.e., in line of duty) as a member of a Uniformed Service that is rated as not less than 70% disabling for months before February 2002, and as not less than 60% disabling for months after January 2002. A disability must qualify in terms of being both ORIGINAL and CURRENT.

(1) Original Qualification. Special compensation is payable only to members who have an Original Qualification rating, as described below, of at least 60% for benefits payable for months after January 2002, and at least 70% for months before February 2002. A member's original qualification rating is:

(a) For benefits payable for months after September 1999, the highest DVA disability rating held by the member within 4 years of the date of retirement from the Uniformed Service, or

(b) For benefits payable for months after September 2001, the higher of; (1) The highest DVA disability rating held by the member within 4 years of the date of retirement from the Uniformed Service; or (2) The member's disability rating from the Service upon retirement if retired for disability under 10 USC 61.

(2) Current Qualification. A member's Current Qualification rating is the percentage disability rating used by the DVA for compensation in the month of entitlement. Special Compensation is payable only if the Current Qualification rating is:

(a) For benefits payable for months before February 2002, at least 70%, or

(b) For benefits payable for months after January 2002, at least 60%.

NOTE 1: The date of a DVA rating is the effective date of the award, not the date of the award letter. A member's date of retirement for purposes of the 4-year window of a DVA disability rating for an ORIGINAL qualification is the date on which the member's entitlement to retired pay commenced unless the member was later recalled to active duty for a period of time sufficient for a recomputation of retired pay on new rates of pay. In the latter case, the date on which the retired pay was recomputed may also be used.

NOTE 2: To be eligible for special compensation for a given month, a retiree must be entitled to, and in receipt of, DVA disability compensation for that month based on a rating at a qualifying level of disability.

NOTE 3: As stated in the criteria of eligible members, those persons retired under the provisions of disability retirement are excluded from eligibility for special compensation for months before October 2001. Such persons are the only ones who have a disability rating established by the Coast Guard as of the date of their retirement. For purposes of an ORIGINAL qualification rating, the rating from the Coast Guard upon retirement is considered to include the highest rating applicable while on the Temporary Disability Retirement List (TDRL) or upon transfer to the Permanent Disability Retired List (PDRL).

B. Retired Pay (Disability).

1. Authority. 10 USC 61 and 71.

2. Retirement for Disability (Temporary). If the disability is at least 30 percent and is not permanent in nature, the member is placed on the temporary disability retired list (TDRL) and is subject to physical examination no less than once every 18 months. After five years, the member must:

   a. be retired for permanent disability, or

   b. if the disability is less than 30 percent and the member has less than 20 years of service, be returned to active duty or separated.

3. Retirement for Disability (Permanent). A member entitled to basic pay who is unfit to perform the duties of his or her office, grade, rank, or rating because of a permanent physical or mental disability may be retired if:

   a. the disability is of a permanent nature;

   b. the disability is not the result of intentional misconduct or willful neglect, and was not incurred during a period of unauthorized absence; and

   c. either-

      (1) the member has at least 20 years of service computed under Section 1208 of Title 10; or

      (2) the disability is rated at 30 percent or more; and either:

         (a) the member has at least eight years of service computed under Section 1208 of Title 10.

         (b) the disability is the proximate result of performing active duty.

         (c) the disability was incurred in line of duty in time of war or national emergency.

         (d) the disability was incurred in line of duty after 14 Sep 1978.

4. Expiration of 5 Years on TDRL. If, upon the expiration of 5 years after the date the member's name was placed on the list, a decision has not been reached by the Physical Evaluation Board (PEB), retired pay is terminated. If the decision is to retire the member for permanent disability, retired pay may be restored retroactive to the day after completion of 5 years on the TDRL.

5. Minimum and Maximum Percentages. A member placed on the TDRL will receive a minimum of 50 percent of the current active duty pay scale or retired pay base (high 36-month average), depending on when the member first became a member of a Uniformed Service. The maximum percentage is 75 percent regardless of a disability rating above 75 percent.

6. Credit for time Served on TDRL. A member who is recalled to active duty or separated is credited with the time served on the TDRL for longevity purposes only. It is not creditable for increasing the percentage of "multiplier" (42 COMP GEN 116).

7. Tax on Disability Retired Pay. That portion of retired pay, attributable to the percentage of disability, is tax exempt for any member who was a member on or before 24 Sep 1975. The disability retired pay of any member who first became a member of a Uniformed Service on or after 25 Sep 1975, is subject to Federal Income Tax Withholding (FITW). The exception is a member who receives disability retired pay because of a combat-rated injury. The term combat-related injury means:

   a. personal injury or sickness incurred as a direct result of armed conflict, or

   b. while engaged in extra hazardous service, or

   c. under conditions simulating war, or

   d. caused by an instrument of war.

8. Ten Percent for Heroism. Enlisted members retired for disability who are otherwise eligible for voluntary retirement for more than 20 years of service and entitled to a 10 percent increase in pay for certified acts of extraordinary heroism are entitled to an additional computation under the service retirement. Payment is based on the most favorable computation.

C. Retired Pay (Reserve).

1. Authority. Chapter 1223, 10 USC.

2. Policy. Refer to section 8-C, Reserve Policy Manual, COMDTINST M1001.28 (series).

3. Point System. Refer to section 8-C, Reserve Policy Manual, COMDTINST M1001.28 (series).

4. Inquiries Concerning Retired Pay. Refer to section 16-E-1.

D. Retired Pay Administration.

1. Disbursements. The Coast Guard Human Resources Service and Information Center (HRSIC) shall calculate, make, and record all disbursements of pay to retired military personnel, retired lighthouse keepers, and annuitants.

2. Deductions. HRSIC shall make appropriate deductions from retired/annuitant pay, including:

   a. Department of Veterans Affairs, and Social Security offsets;

   b. Federal and state tax withholdings;

   c. Deductions for indebtedness to the United States, its instrumentalities, and for court-ordered garnishments of pay;

d. Retired Serviceman's Family Protection Plan (RSFPP) and Survivor Benefit Plan (SBP) coverage costs;

e. Voluntary allotment deductions; and

f. Other deductions required by statute or regulation.

3. Redelegation of Authority. Commanding Officer, HRSIC, is delegated authority to process and adjudicate deemed SBP elections of former spouses under the provisions of 10 USC 1450(f)(3)(A). This authority shall not be further redelegated.

4. Policy Guidance. In carrying out its functions, HRSIC shall be guided by the:

a. United States Code and Code of Federal Regulations.

b. Coast Guard Pay Manual, Coast Guard Personnel Manual, and other policy guidance provided by Commandant; and

c. Department of Defense Financial Management Regulation, Vol.7B.

E. Inquiries.

1. Direct general inquiries from retirees or annuitants pertaining to retired affairs, retired pay or annuities, to:

Commanding Officer (RAS)
CG Human Resources Service and Information Center
444 SE Quincy Street
Topeka KS 66683-3591

Phone number: (785) 339-3415
Toll free line for retirees and annuitants only: 1-800-772-8724
Fax: (785)339-3770

Converting years and months of service to multiplier percentage for a member who first became a member of a uniformed service on or before 31 Jul 1986 and who did not (if eligible) elect a Career Status Bonus (CSB) per section 5-E of this Manual.

Effective Date of this Table is 1 Oct 1983

Service:Multiplier			
Yrs:mos (%)	Yrs:mos (%)	Yrs:mos (%)	Yrs:mos (%)
20: 0 := 50.00	23: 0 := 57.50	26: 0 := 65.00	29: 0 := 72.50
20: 1 := 50.20	23: 1 := 57.70	26: 1 := 65.20	29: 1 := 72.70
20: 2 := 50.43	23: 2 := 57.93	26: 2 := 65.43	29: 2 := 72.93
20: 3 := 50.63	23: 3 := 58.13	26: 3 := 65.63	29: 3 := 73.13
20: 4 := 50.83	23: 4 := 58.33	26: 4 := 65.83	29: 4 := 73.33
20: 5 := 51.05	23: 5 := 58.55	26: 5 := 66.05	29: 5 := 73.55
20: 6 := 51.25	23: 6 := 58.75	26: 6 := 66.25	29: 6 := 73.75
20: 7 := 51.45	23: 7 := 58.95	26: 7 := 66.45	29: 7 := 73.95
20: 8 := 51.68	23: 8 := 59.18	26: 8 := 66.68	29: 8 := 74.18
20: 9 := 51.88	23: 9 := 59.38	26: 9 := 66.88	29: 0 := 74.38
20: 10:= 52.08	23: 10:= 59.58	26: 10:= 67.08	29: 10:= 74.58
20: 11:= 52.30	23: 11:= 59.80	26: 11:= 67.30	29: 11:= 74.80
21: 0 := 52.50	24: 0 := 60.00	27: 0 := 67.50	30: 0 := 75.00
21: 1 := 52.70	24: 1 := 60.20	27: 1 := 67.70	
21: 2 := 52.93	24: 2 := 60.43	27: 2 := 67.93	
21: 3 := 53.13	24: 3 := 60.63	27: 3 := 68.13	
21: 4 := 53.33	24: 4 := 60.83	27: 4 := 68.33	
21: 5 := 53.55	24: 5 := 61.05	27: 5 := 68.55	
21: 6 := 53.75	24: 6 := 61.25	27: 6 := 68.75	
21: 7 := 53.95	24: 7 := 61.45	27: 7 := 68.95	
21: 8 := 54.18	24: 8 := 61.68	27: 8 := 69.18	
21: 9 := 54.38	24: 9 := 61.88	27: 9 := 69.38	
21: 10:= 54.58	24: 10:= 62.08	27: 10:= 69.58	
21: 11:= 54.80	24: 11:= 62.30	27: 11:= 69.80	
22: 0 := 55.00	25: 0 := 62.50	28: 0 := 70.00	
22: 1 := 55.20	25: 1 := 62.70	28: 1 := 70.20	
22: 2 := 55.43	25: 2 := 62.93	28: 2 := 70.43	
22: 3 := 55.63	25: 3 := 63.13	28: 3 := 70.63	
22: 4 := 55.83	25: 4 := 63.33	28: 4 := 70.83	
22: 5 := 56.05	25: 5 := 63.55	28: 5 := 71.05	
22: 6 := 56.25	25: 6 := 63.75	28: 6 := 71.25	
22: 7 := 56.45	25: 7 := 63.95	28: 7 := 71.45	
22: 8 := 56.68	25: 8 := 64.18	28: 8 := 71.68	
22: 9 := 56.88	25: 9 := 64.38	28: 9 := 71.88	
22: 10:= 57.08	25: 10:= 64.58	28: 10:= 72.08	
22: 11:= 57.30	25: 11:= 64.80	28: 11:= 72.30	

FIGURE 16-1

Converting years and months of service to multiplier percentage for a member who first became a member of a uniformed service on or after 1 August 1986 and have elected to receive a Career Status Bonus (CSB) per section 5-E of this Manual.

Effective Date of this Table is 1 Aug 1986

Service:Multiplier			
Yrs:mos (%)	Yrs:mos (%)	Yrs:mos (%)	Yrs:mos (%)
20: 0 := 40.00	23: 0 := 50.50	26: 0 := 61.00	29: 0 := 71.50
20: 1 := 40.29	23: 1 := 50.79	26: 1 := 61.29	29: 1 := 71.79
20: 2 := 40.58	23: 2 := 51.08	26: 2 := 61.58	29: 2 := 72.08
20: 3 := 40.88	23: 3 := 51.38	26: 3 := 61.88	29: 3 := 72.38
20: 4 := 41.17	23: 4 := 51.67	26: 4 := 62.17	29: 4 := 72.67
20: 5 := 41.46	23: 5 := 51.96	26: 5 := 62.46	29: 5 := 72.96
20: 6 := 41.75	23: 6 := 52.25	26: 6 := 62.75	29: 6 := 73.25
20: 7 := 42.04	23: 7 := 52.54	26: 7 := 63.04	29: 7 := 73.54
20: 8 := 42.34	23: 8 := 52.84	26: 8 := 63.34	29: 8 := 73.84
20: 9 := 42.63	23: 9 := 53.13	26: 9 := 63.63	29: 9 := 74.13
20: 10:= 42.92	23: 10:= 53.42	26: 10:= 63.92	29: 10:= 74.42
20: 11:= 43.21	23: 11:= 53.71	26: 11:= 64.21	29: 11:= 74.71
21: 0 := 43.50	24: 0 := 54.00	27: 0 := 64.50	30: 0 := 75.00
21: 1 := 43.79	24: 1 := 54.29	27: 1 := 64.79	
21: 2 := 44.08	24: 2 := 54.58	27: 2 := 65.08	
21: 3 := 44.38	24: 3 := 54.88	27: 3 := 65.38	
21: 4 := 44.67	24: 4 := 55.17	27: 4 := 65.67	
21: 5 := 44.96	24: 5 := 55.46	27: 5 := 65.96	
21: 6 := 45.25	24: 6 := 55.75	27: 6 := 66.25	
21: 7 := 45.54	24: 7 := 56.04	27: 7 := 66.54	
21: 8 := 45.84	24: 8 := 61.68	27: 8 := 66.84	
21: 9 := 46.13	24: 9 := 56.63	27: 9 := 67.13	
21: 10:= 46.42	24: 10:= 56.92	27: 10:= 67.42	
21: 11:= 46.71	24: 11:= 57.21	27: 11:= 67.71	
22: 0 := 47.00	25: 0 := 57.50	28: 0 := 68.00	
22: 1 := 47.29	25: 1 := 57.79	28: 1 := 68.29	
22: 2 := 47.58	25: 2 := 58.08	28: 2 := 68.58	
22: 3 := 47.88	25: 3 := 58.38	28: 3 := 68.88	
22: 4 := 48.17	25: 4 := 58.67	28: 4 := 69.17	
22: 5 := 48.46	25: 5 := 58.96	28: 5 := 69.46	
22: 6 := 48.75	25: 6 := 59.25	28: 6 := 69.75	
22: 7 := 49.04	25: 7 := 59.54	28: 7 := 70.04	
22: 8 := 49.34	25: 8 := 59.84	28: 8 := 70.34	
22: 9 := 49.63	25: 9 := 60.13	28: 9 := 70.63	
22: 10:= 49.92	25: 10:= 60.42	28: 10:= 70.92	
22: 11:= 50.21	25: 11:= 60.71	28: 11:= 71.21	

FIGURE 16-2

Table of Rates for Special Compensation

VA Rated Percentage of Disability	October 1999	February 2002	January 2003	October 2004
60%	Not applicable	$50	$50	$50
70%	$100	$100	$100	$125
80%	$100	$100	$125	$150
90%	$200	$200	$225	$250
100%(Total)	$300	$300	$325	$350

FIGURE 16-3

A

Page

Accountable Officer, Recovery Of Loss 11-6
Active duty Coverage Servicemembers' Group Life Insurance (SGLI) 6-1
Active Duty agreement Cancellation Pay 10-15
Active Duty Pay:
  Administration (General) 1-1
  Commencement 2-8
  Termination 2-11
Advance Payment of Earned Income Credit 8-8
Advance Payments 9-3
Allotments:
  Administrative Provisions (General) 7-1
  Charity Drive 7-7
  Child and Spousal Support 7-9
  Savings Bonds 7-5
Allowances:
  Family Separation (FSH and FSA) 3-62
  Personal Money 3-92
  Clothing for Enlisted Members 3-83
  Station; Outside the United States 3-82
  Uniforms for Regular Officers 3-82
  Uniforms for Reserve Officers 3-90
Amounts Due Deceased Members, Settlement of 10-9
Authorized Leave Pay Entitlement 2-16
Authorized Absence Pay Entitlement 2-16
Aviation Career Incentive Pay (ACIP) for Rated and/or Designated Officers 5-1

B

Basic Allowance for Housing (BAH):
  BAH Background 3-10
  Rate Protection 3-12
  Member ordered to Unusually Arduous Sea Duty Assignment 3-15
  BAH – Type II 3-16
  Members Without Dependents 3-17
  Members With Dependents 3-31
  Dependent of Member Who Dies on Active Duty; Claim for BAH by 3-36
  Determination of Dependency 3-47
Basic Allowance for Subsistence (BAS):
  Officers 3-1
  Enlisted 3-3
Board Certified Physician Assistants Pay 4-40

C

Page

Cadet Pay and Allowances:
- Authority 15-1
- Management of Cadet Pay and Allowances 15-1
- Commencement and Termination of Pay 15-1
- Pay Days 15-1
- Advance Payment for Initial Clothing and Equipment 15-1
- Deductions from Pay 15-2
- Initial Deposit by Cadets (Entrance Deposit) 15-2
- Surrender of Clothing and Equipment Upon Separation Prior to Graduation 15-2

Cancellation Pay, Active Duty Agreement 10-15
Captured Members 9-9
Career Sea Pay 4-19
Career Sea Pay Premium 4-25
Career Status Bonus (CSB) 5-30
Cash Prizes 9-10
Casual Payments to Other Armed Forces 13-1
Charity Drive Allotments 7-7
Child Support and Spousal Allotment 7-9
Claim for Basic Allowance for Housing (BAH) by Dependent of Member Who Dies in Line of Duty 9-8
Claims for Erroneous Payment 11-7
Claims for Military Pay 10-9
Clothing Allowance for Enlisted Members 3-83
Clothing Allowance for Regular Officers 3-82
Collections from Pay – Voluntary and Involuntary 11-2
Commencement of Active Duty Pay 2-8
Continuation of Pay Under Special Circumstances 2-13
Courts-Martial Sentences 6-6
Creditable Service 2-1

D

Damage to Private Property 11-7
Death Gratuity 10-21
Deceased Members, Settlement of Amounts Due 10-9
Delinquent Federal Taxes Recovery of 8-8
Dependent Dental Plan; Tricare 6-5
Disability Severance Pay (DIS SEV PAY) 10-13
Discharge Gratuity 10-10
Diving Duty Pay 4-29
Duty in Combat Zone, Income Tax Exclusion 8-9

E

Page
Earned Income Credit 8-8
Educational Assistance Act of 1984 Veterans' 7-8
Education Assistance Program Post-Vietnam Era Veterans' 7-7
Emergency Payments to Dependents in the Event of Evacuation 9-7
Emergency Payments to Dependents of Other Uniformed Services in Event of Evacuation 13-1
Enlisted Members Allowance for Subsistence 3-3
Enlisted Members Clothing Allowances 3-83
Enlistment Bonus 4-28
Erroneous Pay; Waiver of Claim 11-7
Exclusion of Income Tax for Duty in Combat Zone 8-9

F

Family Separation Allowances (FSH and FSA) 3-62
Family Subsistence Supplemental Allowance (FSSA) 3-94
Federal Income Tax Withholding 8-1
Federal Insurance Contributions Act (FICA) Tax 8-6
Federal Taxes; Delinquent Recovery of. 8-8
Flight Deck Hazardous Duty Incentive Pay (FDHDIP) 5-28

G

Gratuity, Death 10-21
Gratuity, Discharge 10-10

H

Hardship Duty Pay for Location (Phase I and Phase II) 4-1
Hazardous Duty Incentive Pay for Enlisted Members and Non-rated or Non-designated Officers 5-14
Hostile Fire or Imminent Danger Duty – Special Pay 4-32

I

Imminent Danger or Hostile Fire Duty – Special Pay 4-32
In-Service Debt Collection (General) 11-1
Incentive Pay:
  Aviation Career (ACIP) for Rated and/or Designated Officers 5-1
  Flight Deck Hazardous Duty(FDHDIP) 5-28
  Hazardous Duty for Enlisted Members and Non-rated or Non-designated Officers 5-14
  High-Pressure Chamber Hazardous Duty Incentive Pay (HDIP) 5-29
Income Tax Exclusion For Duty In Combat Zone 8-9
Increased Pay for Retention Beyond Enlistment 2-29
Indebtedness of Enlisted Members, Remission of 11-9
Interned Members 9-9
Involuntary Collections 11-2

L

Page
Local Tax Withholding 8-2
Lost Time Withholding Pay 2-21
Lump Sum leave (LSL) Payment for Unused Accrued Leave 10-1
Lump Sum Readjustment Payment (READJ PAY) 10-16

M

Members of Other Uniformed Service, Casual Payments to 13-1
Members Missing, Captured or Interned 9-9
Mentally Incompetent Members Payments to 9-7
Mileage Allowance Upon Separation from Active Duty 10-10
Military Pay; Claims For 10-9

N

Non-disability Retired Pay 16-1
Non-accountable Persons Recovery of Loss 11-7
Non-judicial Punishment (NJP) 6-17
Non-resident Alien – Tax Withholding 8-8

O

Officers Allowance for Subsistence 3-1
Officers Uniform Allowances Regular Officers 3-82
Officers Uniform Allowances Reserve Officers 3-90
Officers Severance Pay (SEV PAY) 10-12
Officials Authorized to Make Payments 9-1
Other Uniformed Services Casual Payments to Members 13-1
Out-of-Service Debt Collection
  Authority 14-1
  Definitions 14-1
  Re-delegation of Authority 14-2
  Responsibilities 14-2
  Suspension of Collection Action 14-4
  Use of Outside Agencies 14-4
Outside the United States Station Allowances 3-82
Overview of PMIS/JUMPS 1-2

P

Page

Pay and Allowances for Members of the Coast Guard Reserve on Active Duty 2-26
Pay:
  Career Sea 4-19
  Career Sea Premium 4-25
  Continuation Under Special Circumstances 2-13
  Diving Duty 4-29
  Entitlement for Authorized Leave and Authorized Absence 2-16
  Hardship Duty for Location 4-1
  Responsibility 4-27
  Separation (SEP PAY) 10-19
  Special Duty Assignment 4-39
  Special – Duty Subject to Hostile Fire or Imminent Danger 4-37
Payment for Unused Accrued Leave 10-1
Payment Advances 9-3
Payment Emergency, to Dependents In The Event of Evacuation 9-7
Payments; Regular 9-1
Payments; Special 9-2
Payments to Mentally Incompetent Members 9-7
Payments to Members of the Uniformed Services 13-1
Personal Money Allowance 3-92
Physician Assistants Pay 4-40
PMIS/JUMPS Overview 1-2
Post-Vietnam Era Veterans' Education Assistance Program (VEAP) 7-7
Premium; Career Sea Pay 4-25
Private Property; Damage to 11-7
Punishment; Non-judicial (NJP) 6-17

Q

Quarters Allowance Members With Dependents; See Basic Allowance for Housing (BAH) Members With Dependents 3-31
Quarters Allowance Members Without Dependents; See Basic Allowance for Housing (BAH) Member Without Dependents 3-17

R

Readjustment Payment, Lump Sum (READJ PAY) 10-16
Recoupment of Enlistment or Reenlistment Bonus 4-29
Recovery for Damage to Private Property 11-7
Recovery of Delinquent Federal Taxes 8-8
Recovery of Loss By Accountable Officers 11-6
Recovery of Loss by Non-accountable Persons 11-7
Reenlistment Bonus 4-28
Regular Payments 9-1

R(cont'd)

Page

Remission of Indebtedness of Enlisted Members 11-9
Reservists:
Basic Allowance for Subsistence (BAS) 12-3
Basic Allowance for Housing (BAH) 12-4
Board Certified Physician's Assistant Pay 12-8
Career Sea Pay 12-3
Compensation 12-2
Disability Pay 12-7
Family Separation Allowance (FSH and FSA) 12-5
Federal Income Tax Withholding 12-6
Federal Insurance Contribution Act (FICA) Tax 12-6
Funeral Honors Duty Allowance 12-6
Hardship Duty Pay for Location 12-3
Incentive Pay for Flying Duty 12-3
Lump Sum Leave (LSL) Payment 12-5
Servicemembers' Group Life Insurance (SGLI), Full-Time Reserve 12-6
State and Local Tax Withholding 12-6
Uniform and Clothing Allowances 12-5
Responsibility Pay 4-27
Retention Beyond Enlistment Increased Pay 2-29
Retired Pay (Non-disability) 16-1
Retired Pay (Disability) 16-8
Retired Pay (Reserve) 16-9
Retired Pay Inquires 16-10

S

Saved Pay 2-14
Savings Bonds; Purchase of 7-5
Savings Deposit Program 6-20
Sentences Courts-Martial 6-9
Separation from Active Duty, Mileage Allowance 10-10
Separation from Family Allowance for (FSH and FSA) 3-66
Separation Pay (SEP PAY) 10-19
Settlement of Amounts Due Deceased Members 10-9
Service Creditable 2-1
Service Not Creditable 2-3
Servicemembers' Group Life Insurance (SGLI) – Active Duty Coverage 6-1
Servicemembers' Group Life Insurance (SGLI) – Family Coverage 6-2
Severance Pay, Disability (DIS SEV PAY) 10-13
Severance Pay (SEV PAY) – Officers 10-12
Special Compensation for Severely Disable Retirees 16-5
Special Duty Assignment Pay 4-38

S (cont'd)

Page

Special Pay – Duty Subject to Hostile Fire or Imminent Danger 4-32
Special Payments 9-2
Spousal and Child Support Allotments 7-9
State Tax Withholding 8-2
Station Allowances Outside the United States 3-82
Subsistence Allowance – Officers 3-1
Subsistence Allowance – Enlisted Members 3-3
Suggestion Awards, Insignia and Cash Prizes 9-10
Support Allotments, Child and Spousal 7-9
Surrender of Clothing and Equipment Upon Separation Prior to Graduation from
Coast Guard Academy 15-2

T

Tax Withholding:
Federal 8-1
FICA 8-6
Non-resident Alien 8-8
State and Local 8-2
Termination of Active Duty Pay 2-16
Transitional Compensation, Dependents of Members Separated for Dependent Abuse 10-22
Thrift Savings Plan (TSP) 6-22

U

Unauthorized Absence Withholding Pay 2-21
United States Savings Bonds Purchase of 7-5
Uniform Allowances for Regular Officers 3-82
Uniform Allowances for Reserve Officers 3-90
Uniformed Services Thrift Savings Plan 6-22

V

Veterans' Educational Assistance Act of 1984 (New GI Bill) 7-8
Veterans' Educational Assistance Program Post-Vietnam Era 7-7
Voluntary Collections 11-2

W

Waiver of Claims for Erroneous Payments 11-7
Withholding Pay for Unauthorized Absence and Other Lost Time 2-21
Withholding of Federal Income Tax 8-1
Withholding of State and Local Tax 8-2