

PPC SPO Manual

Part II, Pay Entitlements

Chapter 10-1, Basic Allowance for Housing (BAH)

Overview

Introduction This section provides the procedures for **Basic Allowance for Housing (BAH)**. This entitlement 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 this web site:
<http://www.defensetravel.dod.mil/perdiem/bah.html>

Topics The following topics are covered in this section.

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Guiding Principles

Introduction This section provides the guiding principles for **Basic Allowance for Housing**.

Reference The following references provide additional information about Basic Allowance for Housing.

- [Joint Federal Travel Regulations \(JFTR\), Chap 10](#)
 - [U.S. Coast Guard Pay Manual, COMDTINST M7220.29 \(series\), Chap 3](#)
 - [ALCOAST Message 625/05; Housing Allowance Changes](#)
 - [ALCOAST Message 229/06, Housing Allowance Changes for Reserve Component Members on AD for 31 to 139 Days](#)
 - [E-Mail ALSPO Message F/07; BAH Transit Rate](#)
 - [E-Mail ALSPO Message B/08; BAH on IADT](#)
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Before you begin If you are not familiar with the employee entitlement basic navigation instructions, they can be found in Chapter 3 of this Volume ([Employee Entitlement Navigation and Data Entry](#)).

Timely submission of this entry is important since significant pay impact may result for the member. Do not use this earnings code to start OHA (use OH1 or OH2) or changes to Inadequate Quarters - New Rental Charge (use IQA). In addition, all members who are receiving BAH-Differential (BAH-DIFF) and assigned quarters are entitled to BAH-DIFF and BAH Without Dependents (BAH Code T) once quarters are cleared in connection with PCS.

Review the Government Quarters In Connection with PCS Table, Change in Housing Other Than PCS Table, and Spouse in Service Table (located at the end of this guide) when preparing this transaction.

Members departing on terminal leave may be entitled to BAH at their last permanent duty station rate during terminal leave. See the Government Quarters Table at the end of this chapter.

Continued on next page

Guiding Principles, Continued

**Public/Private
Venture (PPV)
housing**

Public/Private Venture (PPV) housing is not Government-owned or leased housing. Members electing to occupy PPV housing are entitled to BAH at the with dependents rate (BAH-L) or without dependents rate (BAH-G) as appropriate. See [Appendix \(C\)](#) for more information.

**Member –
Married to
Member**

BAH entitlements for active service couples are determined by a number of factors, including dependency, custody of dependent children, joint occupancy of government or non-government quarters and separation due to military orders. Please see Figure 3-12 and Section 3.F.2.b.(4) of the CG Pay Manual, COMDTINST M7220.29 (series) to determine BAH entitlements for active service couples.

**Non-Married
Members Who
Are Parents**

Please see Section 3.E.3 of the CG Pay Manual, COMDTINST M7220.29 (series) to determine BAH entitlements for members claiming a dependent child (or children) when both parents are members.

**BAH Without
Dependents for
Members, E3
and Below,
Assigned to Sea
Duty**

Members without dependents in pay grades E1, E2 or E3 are not entitled to Basic Allowance for Housing at the Without Dependents Rate while assigned to sea duty. These members must be provided with government quarters, which includes shipboard berthing, Unaccompanied Personnel Leased Housing (UPLH) or Unaccompanied Personnel Housing (UPH). If the assigned government quarters become uninhabitable, then suitable berthing arrangements must be made using the appropriate funding source (contract with a hotel for example). There is no authority to start BAH Without for members without dependents who are assigned to a Career Sea Pay eligible vessel (CSP). See Section 3.E.4.b(1) of the CG Pay Manual, COMDTINST M7220.29 (series), for active service couples, without dependents, who are both E3 or below and are both assigned afloat.

**Reduction in
Rate to Pay
Grade E3 or
Below for
Members
Receiving BAH
W/O and
Assigned to Sea
Duty**

Under the CG Pay Manual, Chapter 3, an enlisted person in pay grade E-1 through E-3 is not entitled to BAH while assigned to sea duty (except for BAH Partial or BAH-Diff if applicable). Consequently, any member without dependents reduced in pay grade (for any reason) from E-4 or above to E-3 or below, and is assigned to duty aboard a vessel, and is receiving BAH WITHOUT, will no longer be eligible to receive BAH WITHOUT effective the date of reduction in pay grade.

Continued on next page

Guiding Principles, Continued

**Reserve
Component
Members
Without
Dependents**

Single members on ADOT periods of less than 181 days or ADT periods of less than 140 days are considered on temporary duty (TDY) for BAH/OHA purposes.

They are entitled to a housing allowance appropriate to their dependency status and principle place of residence even if assigned to or occupying single-type government quarters at the site where they are performing active duty. They are entitled to BAH without dependents at Reserve Competent (RC) rate for orders of 30 days or less or to BAH without dependents for orders of 31 or more days.

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BAH During PCS

BAH-PCS for Members Without Dependents

The following table describes how reporting and departing endorsement on orders affect BAH for members without dependents, and describes SPO action needed in conjunction with BAH-PCS.

If	And	Then	Transaction(s) Submitted by						
PDS is INCONUS and member is occupying government quarters	Vacates government quarters and departs PCS	Member is entitled to BAH-W/O at the rate for the PDS they are departing from effective the date of departure until the day prior to reporting. JUMPS will credit BAH enroute (based on zip code of unit departed from) when reporting endorsement on orders transaction (8C) processes.	Reporting SPO (inputs reporting endorsement and transaction to record BAH entitlement at new PDS)						
Completes Recruit, OCS, DCO or Academy training	member has no prior military service or is a RC member on IADT and was not auth BAH w/o*	Member is entitled to BAH-TR-W/O effective the date of departure until the day prior to reporting. <table border="1"> <thead> <tr> <th>Earn Cd</th> <th>Type</th> <th>Detail</th> </tr> </thead> <tbody> <tr> <td>BA4</td> <td>BAH-G or BAH-H (if spouse in service)</td> <td>Zip '00000'</td> </tr> </tbody> </table> * RC member on IADT and was not Authorized BAH without dependents (e. g. Received BAH-Partial. Did not maintain (pay rent or own) a permanent residence while performing IADT)	Earn Cd	Type	Detail	BA4	BAH-G or BAH-H (if spouse in service)	Zip '00000'	Reporting SPO (inputs BAH-TR or BAH W/O (prior service only) start effective date of PCS departure, BAH-TR or BAH W/O stop effective the day prior to PCS reporting, reporting endorsement and transaction to record BAH entitlement at new PDS)
	Earn Cd	Type	Detail						
BA4	BAH-G or BAH-H (if spouse in service)	Zip '00000'							
member has prior military service or is a RC member on IADT who was authorized BAH w/o*	Member is entitled to BAH-W/O at the rate for the PDS they are departing from effective the date of departure until the day prior to reporting. Note that the reporting SPO must submit transactions for these members. The JUMPS auto-credit does not apply if the member is completing accession training. * RC member on IADT who was authorized BAH without dependents based on their permanent residence location at the time ordered to active duty because the member maintains a residence and continues to be responsible for rent or owns the residence								
PDS is in Alaska or Hawaii and member is occupying gov't quarters	Vacates government quarters and departs PCS	Member is entitled to BAH-W/O. Submit a transaction to start BAH W/O. Effective date will be the date of PCS Departure. <table border="1"> <thead> <tr> <th>Earn Cd</th> <th>Type</th> <th>Detail</th> </tr> </thead> <tbody> <tr> <td>BA1</td> <td>BAH-G or BAH-H (if spouse in service)</td> <td>Zip of unit departed from.</td> </tr> </tbody> </table>	Earn Cd	Type	Detail	BA1	BAH-G or BAH-H (if spouse in service)	Zip of unit departed from.	Reporting SPO (also inputs reporting endorsement and transaction to record BAH entitlement at new PDS)
Earn Cd	Type	Detail							
BA1	BAH-G or BAH-H (if spouse in service)	Zip of unit departed from.							
PDS is INCONUS or in Alaska or Hawaii and member not assigned gov't qtrs (is drawing BAH W/O)	Departs PCS	Member is entitled to BAH-W/O at the rate for the PDS they are departing from until the day prior to reporting. JUMPS auto-stops BAH W/O on the date of PCS departure and will credit the member's account any BAH due when the reporting endorsement on orders transaction (8C) processes.	Reporting SPO (inputs reporting endorsement and transaction to record BAH entitlement at new PDS)						

Continued on next page

BAH During PCS, Continued

Table 1 (cont'd): BAH-PCS Entitlements for Active Duty Members Without Dependents						
If	And	Then	Transaction(s) Submitted by			
PDS is OUTCONUS (non BAH payable area) and member is occupying gov't quarters	Vacates government quarters and departs PCS	Member is entitled to BAH-TR-W/O. Submit a transaction to start BAH-TR-W/O. Effective date will be the date of PCS departure.	Reporting SPO (inputs reporting endorsement and transaction to record BAH entitlement at new PDS). Do not start the BAH-TR rate prior to a member's effective PCS departure date from a duty station, or after their PCS reporting date to a duty station located in a non-BAH payable area.			
		<table border="1"> <thead> <tr> <th>Earn Cd</th> <th>Type</th> <th>Detail</th> </tr> </thead> <tbody> <tr> <td>BA4</td> <td>BAH-G or BAH-H (if spouse in service)</td> <td>Zip '00000'</td> </tr> </tbody> </table>		Earn Cd	Type	Detail
Earn Cd	Type	Detail				
BA4	BAH-G or BAH-H (if spouse in service)	Zip '00000'				
PDS is OUTCONUS (non BAH payable area) and member is not assigned gov't qtrs (is drawing OHA W/O)	Departs PCS	Member's entitlement to OHA stops the day before PCS departure date and member is entitled to BAH-TR-W/O. Submit a transaction to start BAH-TR-W/O. Effective date will be the date of PCS Departure.				
		<table border="1"> <thead> <tr> <th>Earn Cd</th> <th>Type</th> <th>Detail</th> </tr> </thead> <tbody> <tr> <td>BA4</td> <td>BAH-G or BAH-H (if spouse in service)</td> <td>Zip '00000'</td> </tr> </tbody> </table>		Earn Cd	Type	Detail
Earn Cd	Type	Detail				
BA4	BAH-G or BAH-H (if spouse in service)	Zip '00000'				
<p>PCS Reporting: Please note that above actions, requiring data entry, are performed by the Reporting SPO. DA's Employee Entitlements module will not reflect the JUMPS auto BAH starts/stops until the reporting endorsement on orders transaction is approved and saved by a user with SPO Supervisor (CGHRSUP) access. Always complete and approve the PCS reporting transaction before completing or approving transactions to start BAH/OHA, COLA or other entitlements in connection with PCS reporting.</p> <p>For members reporting to OUTCONUS locations, where BAH is not payable, there is no entitlement to BAH-II/BAH-TR after the member reports. SPOs should start OHA and enter "0" (zero) for the monthly rent if the member has not entered into a lease/rental agreement or hasn't purchased a home (e. g. Is not incurring any housing costs).</p>						

Single Members Who Acquire Dependents While Enroute PCS

If a single member acquires a dependent or dependents while enroute PCS, the reporting SPO shall:

1. Stop BAH-TR or BAH-W/O the day prior to the date the change in dependency is effective.
2. Start BAH-With using the zip code for the member's previous PDS (**Exception:** If member is coming from an accession point (Academy, OCS or Recruit Training) enroute to their first PDS, use zip code of location of member's dependent(s)), if the PDS was INCONUS or in Alaska or Hawaii, or start BAH-TR/With if the member previous PDS was OUTCONUS (non BAH payable area) effective the day the dependency change was effective.
3. Submit the transaction to start BAH or OHA at the rate for new PDS and government quarters assignment status effective the date the member reports PCS.

Continued on next page

BAH During PCS, Continued

BAH-PCS for Members With Dependents

The following table describes how reporting and departing endorsement on orders affect BAH for members with dependents, including members receiving BAH or OHA with dependents for payment of child support, and describes SPO action needed in conjunction with BAH-PCS.

If	And	Then	Transaction(s) Submitted by															
PDS is INCONUS or in Alaska or Hawaii and member is occupying government quarters	Vacates gov't quarters	Member is entitled to BAH-WITH (Code "T" for members paying child support) at the rate for the PDS they are departing from until the day prior to PCS reporting or subsequent assignment to gov't qtrs (whichever occurs first). Submit a transaction to start BAH-WITH. Use zip code of unit <u>departing from</u> . Effective date will be the date quarters are cleared. <table border="1"> <thead> <tr> <th>Earn Cd</th> <th>Type</th> <th>Detail</th> </tr> </thead> <tbody> <tr> <td colspan="3">Member With Dependents:</td> </tr> <tr> <td>BA1</td> <td>BAH-L</td> <td>Zip of unit departing from</td> </tr> <tr> <td colspan="3">Member Paying Child Support (Diff)</td> </tr> <tr> <td>BA1</td> <td>BAH-T</td> <td>Zip of unit departing from</td> </tr> </tbody> </table>	Earn Cd	Type	Detail	Member With Dependents:			BA1	BAH-L	Zip of unit departing from	Member Paying Child Support (Diff)			BA1	BAH-T	Zip of unit departing from	Departing SPO
Earn Cd	Type	Detail																
Member With Dependents:																		
BA1	BAH-L	Zip of unit departing from																
Member Paying Child Support (Diff)																		
BA1	BAH-T	Zip of unit departing from																
PDS is INCONUS or in Alaska or Hawaii and member is not assigned gov't qtrs (is drawing BAH/W)	Departs PCS	Member is entitled to BAH-WITH (Code "T" for members paying child support) at the rate for the PDS they are departing from until the day prior to PCS reporting or subsequent assignment to government quarters (whichever occurs first).	N/A. JUMPS will not shutdown the member's BAH until a new BAH transaction is processed.															
PDS is OUTCONUS (non BAH payable area) and member is occupying government quarters	Vacates gov't qtrs and departs PCS	Member is entitled to BAH-TR WITH. Submit a transaction to start BAH-TR WITH (Code "T" for members paying child support). Effective date will be the date of PCS departure. <table border="1"> <thead> <tr> <th>Earn Cd</th> <th>Type</th> <th>Detail</th> </tr> </thead> <tbody> <tr> <td colspan="3">Member With Dependents:</td> </tr> <tr> <td>BA4</td> <td>BAH-L</td> <td>Zip '00000'</td> </tr> <tr> <td colspan="3">Member Paying Child Support (Diff)</td> </tr> <tr> <td>BA4</td> <td>BAH-T</td> <td>Zip '00000'</td> </tr> </tbody> </table>	Earn Cd	Type	Detail	Member With Dependents:			BA4	BAH-L	Zip '00000'	Member Paying Child Support (Diff)			BA4	BAH-T	Zip '00000'	Departing SPO. Do not start the BAH-TR rate prior to a member's effective PCS departure date from a duty station, or after their PCS reporting date to a duty station located in a non-BAH payable area.
Earn Cd	Type	Detail																
Member With Dependents:																		
BA4	BAH-L	Zip '00000'																
Member Paying Child Support (Diff)																		
BA4	BAH-T	Zip '00000'																

Continued on next page

Table 2 (cont'd): BAH-PCS Entitlements for Members with Dependents and Members receiving BAH-WITH or OHA-WITH for Payment of Child Support															
If	And	Then	Transaction(s) Submitted by												
PDS is OUTCONUS (non BAH payable area) and member is not assigned gov't qtrs (is drawing OHA/W)	Departs PCS	Member's entitlement to OHA stops the day before PCS departure date and member is entitled to BAH-TR WITH. Submit a transaction to start BAH-TR WITH (Code "T" for members paying child support). Effective date will be the date of PCS Departure.	Departing SPO. Do not start the BAH-TR rate prior to a member's effective PCS departure date from a duty station, or after their PCS reporting date to a duty station located in a non-BAH payable area.												
		<table border="1"> <thead> <tr> <th>Earn Cd</th> <th>Type</th> <th>Detail</th> </tr> </thead> <tbody> <tr> <td colspan="3">Member With Dependents:</td> </tr> <tr> <td>BA4</td> <td>BAH-L</td> <td>Zip '00000'</td> </tr> <tr> <td colspan="3">Member Paying Child Support (Diff)</td> </tr> <tr> <td>BA4</td> <td>BAH-T</td> <td>Zip '00000'</td> </tr> </tbody> </table>		Earn Cd	Type	Detail	Member With Dependents:			BA4	BAH-L	Zip '00000'	Member Paying Child Support (Diff)		
Earn Cd	Type	Detail													
Member With Dependents:															
BA4	BAH-L	Zip '00000'													
Member Paying Child Support (Diff)															
BA4	BAH-T	Zip '00000'													
<p>PCS Reporting: In all of the above cases, the member's entitlement to BAH-WITH or BAH-TR WITH ends on the day prior to reporting to their new PDS. Therefore, the reporting SPO must submit the transaction to start BAH or OHA at the rate for new PDS and gov't qtrs assignment status effective the date the member reports PCS or the date the member is assigned gov't qtrs whichever is earlier.</p> <p>For members reporting to OUTCONUS locations, where BAH is not payable, there is no entitlement to BAH-II/BAH-TR after the member reports. SPOs should start OHA and enter "0" (zero) for the monthly rent if the member has not entered into a lease/rental agreement or hasn't purchased a home (e. g. Is not incurring any housing costs).</p>			Reporting SPO (inputs reporting endorsement and new BAH transaction)												

Members Eligible for BAH-L While at an Accession Point who depart PCS from the Accession Point

Members who have BAH-L eligible dependents upon initial arrival to an accession point (Academy, OCS or Recruit Training) will continue to receive BAH-L with dependents at dependent location zip code when they depart the accession point PCS through the day prior to reporting PCS to their new PDS.

The BAH rate/zip code for a new accession with dependents who are BAH-L eligible is based on the dependents' location if they are located within the U.S., Alaska or Hawaii. If the BAH-L eligible dependents are located outside the U.S. then the BAH rate/zip code is based on the accession training site/location.

JUMPS will not shut down BAH-L when the member departs PCS from the Accession point. BAH-L will continue at the Accession Point rate/zip code until a new BAH transaction processes for the member's new PDS.

Direct-Access Earnings Codes and Earnings Type Codes

Codes Direct-Access uses combinations of *Earnings Codes* and *Earnings Type Codes* for **BAH entitlements**. Refer to this table to determine how the codes relate to the entitlement.

Entitlement	Direct-Access Codes		
	Earnings Code	Earnings Type	Description/Use When
None	BA1	BAH-A	With dependents; Member &/or dependents assigned adequate CG-owned family type quarters
None	BA1	BAH-B	With dependents; MEMBER &/or dependents assigned adequate CG-leased quarters
None	BA1	BAH-C	With dependents; Member &/or dependents assigned adequate DOD-owned family type quarters
Partial BAH	BA1	BAH-D	Without dependents or spouse in service & no other dependents, assigned CG-owned single quarters
None	BA1	BAH-E	Without Dependents or spouse in service & no other dependents; assigned leased/family quarters Note: Includes Leased housing and government (DOD or CG) owned Family quarters that have been converted to UPH.
Partial BAH	BA1	BAH-F	Without dependents or spouse in service & no other dependents; assigned DOD-owned single quarters (barracks or shipboard berthing)
BAH w/o	BA1	BAH-G	Without dependents; Member not assigned government quarters
BAH w/o	BA1	BAH-H	Spouse in service & no other dependents; Member not assigned quarters
BAH- TR With, less deduction for inadequate quarters rental charge	BA1	BAH-I	With dependents; Member assigned inadequate CG owned quarters; check pay for rent
BAH- TR With, less deduction for inadequate quarters rental charge	BA1	BAH-K	With dependents; Member assigned inadequate DOD owned family quarters; check pay for rent
BAH With	BA1	BAH-L	With dependents; Member and dependents not assigned government quarters
BAH With	BA1	BAH-T	With Dependents; Based on payment of child support; Member not assigned government quarters
BAH-DIFF	BA3	BAHDP	BAH-Diff for child support on or after 5 Dec 1991; Assigned CG/DOD-owned single quarters (barracks or shipboard berthing)
BAH-DIFF	BA3	BAHDQ	BAH-Diff for child support on or after 5 Dec 1991; Member assigned CG leased single quarters
BAH w/o or BAH-TR if zip code 00000 is used + BAH-DIFF	BA3	BAHDR	BAH-Diff for child support on or after 5 Dec 1991; Member not assigned govt quarters. Note: Replaced with code "T" effective 31 Dec 05.

Continued on next page

Direct-Access Earnings Codes and Earnings Type Codes, Continued

Codes (continued)

Entitlement	Direct-Access Codes		
	Earnings Code	Earnings Type	Description/Use When
BAH- II W/O	BA2*	BAH-G	BAH-II - Without dependents and member not assigned government quarters
BAH- II W/O	BA2*	BAH-H	BAH-II - Spouse in service; No other dependents; Member not assigned government quarters
BAH- II With	BA2*	BAH-L	BAH-II - With dependents; Member & dependents not assigned government quarters
BAH- II With	BA2*	BAH-T	BAH-II - With dependents; Based on payment of child support; Member not assigned government quarters
BAH- TR W/O	BA4**	BAH-G	BAH-Transit Rate - Without dependents and member not assigned government quarters
BAH- TR W/O	BA4**	BAH-H	BAH-Transit Rate - Spouse in service; no other dependents; Member not assigned government quarters
BAH- TR With	BA4**	BAH-L	BAH-Transit Rate - With dependents; Member & dependents not assigned government quarters
BAH- TR With	BA4**	BAH-T	BAH-Transit Rate - With dependents; Based on payment of child support; Member not assigned government quarters

* Cannot be used on transactions with effective dates after 30 Apr 07.

** Cannot be used on transactions with effective dates earlier than 1 May 07.

Starting BAH

Introduction

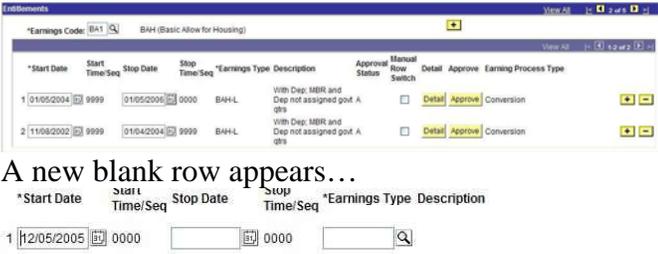
This section provides the procedure for starting a BAH entitlement for a member on active duty including Reservists on active duty for 31 or more days or on contingency orders.

Approval Required

Transactions to **start Basic Allowance for Housing** require approval by a user with the CGHRSUP role (SPO Supervisor). Click the “Approve” button and enter the CGHRSUP role user’s Employee ID number to route pending transaction for approval. If you are a CGHRSUP role user, you do not need to route the transaction for approval. The transaction will automatically be approved when you press the save button.

Procedure

Follow the steps in Chapter 3 of this Volume to access the member’s entitlements detail page. Then, follow these steps to enter a new BAH entitlement.

Step	Action
<p>1</p>	<p>Review the member’s entitlement summary page to determine if a row of the entitlement earnings type (BA1, BA2 (obsolete as of 30APR07), BA3 or BA4) that you will be starting exists. Additionally, if starting a different entitlement earnings type, you need to stop the existing BAH entitlement, for example:</p> <p>A member drawing BA1-BAH-L (BAH-With Dep and not assigned gov’t qtrs) gets divorced and now qualifies for BAH-Differential (BAH-DIFF due to paying child support, and the amount of their child support is equal to or greater than the BAH-DIFF amount for their paygrade, who also elects to occupy shipboard berthing. In this scenario, the SPO would stop the member’s BA1-BAH-L entitlement row effective the date the member is divorced and start a new BA3-BAHDP row effective the following day.</p> <p>In addition to shipboard quarters, BA3-BAHDP also pays BAH-DIFF to single members assigned to CG/DOD-owned single quarters and CG-leased quarters.</p>
<p>2</p>	<p>After determining the earnings type code and closing any open BAH entitlement rows, navigate to the entitlements detail page for the earnings code you want to start. Click the add new row icon  and insert a new row.</p>  <p>A new blank row appears...</p> <p>*Start Date Start Time/Seq Stop Date Stop Time/Seq *Earnings Type Description</p> <p>1 12/05/2005 0000 0000 </p>

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Starting BAH, Continued

Procedure (continued)

Step	Action
3	<p>Enter the Start Date. The current date is automatically displayed. Use the calendar button  to select the desired date. You can also click & drag over the date field to select the date then type the start date in MM/DD/YYYY format.</p> <p>If you are entering BAH for a Reserve Component member on active duty for 31 to 139 days, use the same date as the member's orders begin date for the BAH start date.</p>
4	<p>The Stop Date must be left blank to pay continuous Basic Allowance for Housing. Do not enter an estimated stop date.</p> <p>If you are entering BAH for a known period (such as a BAH-PCS entitlement), then enter a stop date.</p> <p>If you are entering BAH for a Reserve Component member on short-term active duty for 31 to 139 days ADT or 31 to 180 days ADOT, use the same date as the member's orders end date for the BAH stop date. DO NOT ENTER A STOP DATE FOR LONG-TERM (Greater than 139 Days ADT/180 ADOT) RESERVE ORDERS.</p>
5	<p>Enter the Earnings Type if known or use the  to search and select from a listing of available earning types.</p> <p>See Direct-Access Earnings Codes and Earnings Type Codes for a listing of codes and meanings.</p> <p><i>Note:</i> Reserve component members on ADT periods of less than 140 days or ADOT periods of 181 days or less are considered on temporary duty (TDY) for BAH/OHA purposes. They are entitled to a housing allowance appropriate to their dependency status <u>even if assigned to or occupying single-type government quarters at the TDY location</u> (e.g. BAH W/O not Partial BAH).</p>
6	<p>Description is filled by the system after the user selects an Earnings Type code. Ensure the proper entitlement is shown.</p>
7	<p>Approval Status is pre-filled. The status will automatically change from Pending (P) to Approved (A) upon saving by a CGHRSUP role user. A transaction is not completed and transmitted to JUMPS for processing until the approval status is set to "A".</p>
8	<p>Manual Row Switch (CGHRSUP role users only) Select this field <u>only when necessary</u> to override pay edits. Business rule edits will not be turned off when this is selected.</p> <p>Caution: Overriding pay edits may result in errors and possible overpayment of entitlement.</p>

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Starting BAH, Continued

Procedure (continued)

Step	Action
9	<p>Click the Detail button to bring up the Supporting Data screen below:</p>  <p>The screenshot shows a 'Supporting Data' form with the following elements: 'BA1', '01/06/2006', 'BAH-T', a 'Postal Code' field containing '66683', an 'Inadequate Quarters Amount' field containing '0.00', and two checkboxes: 'Dependent Flag' (checked) and 'Spouse In Service' (unchecked). A text box titled 'For assignments to inadequate Qtrs' contains the text: 'The rental amount shall be the lesser of: (a) the fair rental value of the inadequate quarters, or (b) 75% of BAH Type II at the dependents rate. For members with a spouse in service who jointly occupy inadequate government quarter, the rental charge will be collected at a rate of 50% from each member. Ensure the correct amount is entered.' At the bottom are 'OK' and 'Cancel' buttons.</p>
10	<p>Enter the zip code for BAH in the Postal Code field for earning types BAH-L, BAH-G, BAH-H, BAH-T. Do not enter an FPO or APO zip code.</p> <p>The Dependent Flag and Spouse In Service check boxes will be pre-filled (if applicable). A check mark indicates the member has dependents and/or a spouse in service.</p>
11	<p>For Reserve Component (RC) members on Active Duty:</p> <ul style="list-style-type: none"> • Pay BAH based on the RC member's principal place of residence location if orders are not IADT and are: <ul style="list-style-type: none"> (a) Active Duty for Training (ADT) and of a duration of 31 to 139 days; or (b) Active Duty for Other Than Training (ADOT) and of a duration of 31 to 180 days or (c) For a contingency (Title 10 U.S.C, recall to AD). • Pay BAH based on the duty station location if orders are for ADT periods of 140 days or more, or non-contingency ADOT periods of more than 180 days and extended per diem has not been authorized by COMDT (CG-1222). <p>RC members who change their principal place of residence for any reason other than official PCS orders following acceptance of ADT or ADOT orders will continue to receive the locality-based bah rate initially authorized.</p>
12	<p>Click the OK button when finished.</p>

Continued on next page

Starting BAH, Continued

Procedure (continued)

Step	Action	
13	<p>If...</p> <p>you are a <i>SPO Supervisor</i></p> <hr/> <p>you are a <i>SPO Data Entry Technician</i>, you must route this transaction to a Supervisor for approval.</p>	<p>Then...</p> <p>click the  button to complete the transaction.</p> <hr/> <p>(a) Click the  button and enter the approving official's employee ID number in the Approver EmplID field of the Supporting Data section.</p> <p>Supporting Data</p> <p>1054505 OH1 10/01/2005 IQAWD</p> <p>Approval Status: Approved Originator ID: RET5048</p> <p>Role Name: CGHRSUP Approver EmplID: <input type="text"/> </p> <p> </p> <p>(b) Click the  button to return to the Entitlement Detail view.</p> <p>(c) Click the  button. The transaction will be routed, via the worklist, to the approving official.</p>
14	<p>Click the  button (located at the bottom left of the screen) to approve the entry.</p>	

Stopping BAH

Introduction This section provides the procedure for *stopping Basic Allowance for Housing*. Normally, you will follow a BAH-Stop by starting a new BAH entitlement.

Reminder, PCS auto-stop BAH for members without dependents stops automatically on the day prior to PCS departure. Do not enter a Stop BAH transaction when a member departs PCS. The system will not reflect the BAH stop until the orders and PCS departing endorsement are approved and saved.

Procedure Follow the steps in Chapter 3 of this Volume to access the member’s entitlements detail page. Then, follow these steps to enter a stop BAH transaction.

Step	Action
1	<p>Note: To change BAH you must first stop the current BAH entitlement row, then create a new entitlement for the following day.</p> <p>Find the row to stop. The stop date will be blank as shown below:</p>  <p>The screenshot shows the 'Entitlements' screen with the following details: *Earnings Code: BA1 BAH (Basic Allow for Housing) *Start Date: 08/08/2002 Start Time/Seq: 2367 Stop Date: (blank) Stop Time/Seq: 0000 *Earnings Type: BAH-G Description: Without Depns; mbr not assigned govt quarters App Stat: A A red arrow points to the blank Stop Date field.</p>
2	<p>Stop Date Enter the last day of entitlement by using the calendar button  to select the date. You can also click & drag over the date field then Type the stop date in MM/DD/YYYY format. Entering a date in the Stop Date field doesn’t create a transaction. You must enter the new BAH entitlement in a new row to change a member’s BAH. This field can be future dated.</p>
3	<p>Manual Row Switch (CGHRSUP role users only) Select this field <u>only when necessary</u> to override internal pay edits. Business rules will not be turned off when this is selected. Caution: Overriding pay edits may result in errors and possible overpayment.</p>
4	<p>Click the  button.</p>
5	<p>Click the  button (located at the bottom left of the screen) to approve the entry.</p>
6	<p>Follow the procedures for <i>starting</i> a new BAH entitlement.</p>

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Correcting BAH

Introduction This section provides the procedure for *correcting Basic Allowance for Housing*. Active Duty members will always have a BAH entitlement running even if the amount is zero.

Discussion Only the stop date and Detail entry may be corrected. To change the effective start date or an incorrect earnings type, you must delete the entire row (see the next section for the procedure to delete BAH) and then start a new BAH entitlement.

Procedure Follow the steps in Chapter 3 of this Volume to access the member's entitlements detail page. Then, follow these steps to correct an incorrect Stop date or Detail entry (ZIP Code).

Step	Action
1	Find the Basic Allowance for Housing row to correct.
2	Click & drag over any editable field to change its value. Dates must be typed in MM/DD/YYYY format. You may also use calendar buttons  to modify dates and the magnifying glass  to change the earning type. You may correct any information that is in the detail panel.
3	Click the  button located at the bottom left of the screen. <i>Note:</i> To change the effective start date or an incorrect earnings type, you must delete the entire row and then start a new Basic Allowance for Housing entitlement.

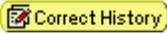
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Deleting BAH

Introduction This section provides the procedure for *deleting Basic Allowance for Housing*. Active duty members will always have a BAH entitlement running even if the amount is zero.

Discussion The total Basic Allowance for Housing entitlement will be recouped when using this feature.

Procedure Follow the steps in Chapter 3 of this Volume to access the member's entitlements detail page. Then, follow these steps to enter a deletion of a BAH transaction.

Step	Action
1	In  mode, find the Basic Allowance for Housing row to delete.
2	Click on the  button located in the row to be deleted.
3	Click the  button located at the bottom left of the screen.
	<i>Note:</i> The total Basic Allowance for Housing entitlement will be recouped when using this feature.

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BAH for Reservists on Non-Contingency AD Orders Less Than 31 days

Introduction This section provides the procedure for entering BAH-RC entitlement when a Reserve member is on Active Duty for other than a contingency and the initial duration of the orders is for less than 31 days.

Discussion BAH-RC entitlements for these members are administered on the Partial Entitlements tab of the reserve orders component. Dates are controlled by the dates entered on the Record Arrive/Depart Info tab of the Reserve Orders. If a member has a change in BAH eligibility while on Active Duty, the current order must be ended effective the day prior to the entitlement change. Then a new order must be issued to begin the following day for the remainder of the initial AD period.

Single Members Single members on ADOT periods of less than 181 days or ADT periods of less than 140 days are considered on temporary duty (TDY) for BAH/OHA purposes

They are entitled to a housing allowance appropriate to their dependency status and principle place of residence even if assigned to or occupying single-type government quarters at the site where they are performing active duty. They are entitled to BAH without dependents at Reserve Competent (RC) rate for orders of 30 days or less or to BAH without dependents for orders of 31 or more days.

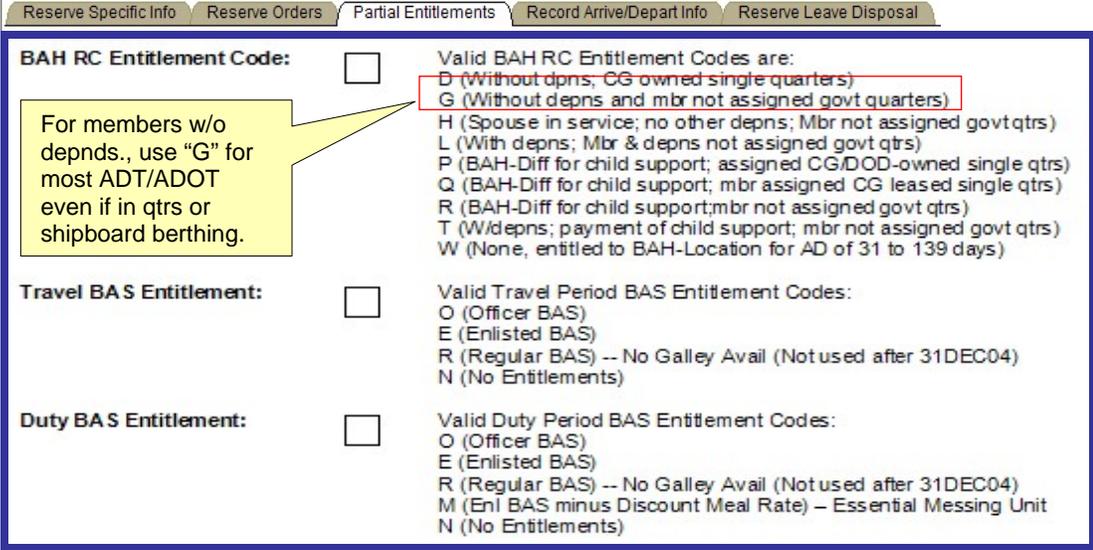
Member – Married to Member BAH entitlements for active service couples (including Reservists when both members are on active duty) are determined by a number of factors, including dependency, custody of dependent children, joint occupancy of government or non-government quarters and separation due to military orders. Please see Figure 3-9 and Section 3.E. of the CG Pay Manual, COMDTINST M7220.29 (series) to determine BAH entitlements for active service couples.

Non-Married Members Who Are Parents Please see Section 3.E.5 of the CG Pay Manual, COMDTINST M7220.29 (series) to determine BAH entitlements for members claiming a dependent child (or children) when both parents are members.

Continued on next page

BAH for Reservists on Non-Contingency AD Orders Less Than 31 days, Continued

Procedure Create the orders, then follow these steps to enter the BAH entitlement.

Step	Action
1	Click the Partial Entitlements tab title or the Partial Entitlements link on the Reserve Orders page.
2	<p>Enter the appropriate BAH-RC Entitlement Code.</p>  <p>BAH RC and BAS will automatically start and stop based on the duty dates. Other entitlements, such as, BAH-Location, OHA, Overseas COLA, Career Sea Pay, and Special Duty Assignment Pay, must be started and stopped, by the SPO, using the Employee Entitlements module (Home > Compensate Employees > Use > Maintain Entitlements). SPOs must not record BAH RC or BAS in the Employee Entitlements module for reservists on non-contingency active duty for 139 days or less days. The system will insert the BAH RC and BAS entries AFTER the pay segments are started in JUMPS.</p>
4	Complete the remaining sections of the entitlements tab for BAS. Note: Code “R” is valid only for orders with begin date prior to 12/31/05.
5	Click Save.

Government Quarters In Connection With PCS Table

If Government Quarters Are		At the Following Time				And Member's Dependency Status is		Then
Cleared	Assigned	1 or more Days Prior to PCS Departure	On the Actual Day of PCS Departure	After PCS departure but before PCS Reporting	On the Actual Day of Reporting PCS	BAH With Dependents or BAH/with due to Child Support	Without Dependents	
X		X				X (See Notes 1, and 2)	X	Submit this transaction. Use zip code of unit <u>departing from</u> . Effective date will be the date quarters are cleared. For OHA payable areas, SPOs should start OHA and enter "0" (zero) for the monthly rent if the member has not entered into a lease/rental agreement or hasn't purchased a home (e. g. Is not incurring any housing costs).
X			X			X		Submit this transaction. Use zip code of unit <u>departing from</u> . Effective date will be the date quarters are cleared.
X				X		X		Submit this transaction. Use zip code of unit <u>departing from</u> . Effective date will be the date quarters are cleared.
X			X	X			X	Do not submit this transaction
	X			X		X	X	Submit this transaction. Effective date will be the date quarters are assigned. Note: When the member <u>finally reports PCS</u> , you must submit this transaction again. Effective date will be date reported PCS.
	X				X	X	X	Submit this transaction. Effective date will be date reported PCS.
X					X	X	X	Submit this transaction. Use zip code of the <u>unit reporting to</u> . Effective date will be date reported PCS.

Note 1: Single members (not BAH/With Due to payment of child support) who vacate government quarters (e.g. Leased housing) and **return** to shipboard berthing or BEQ/BOQ (barracks) prior to PCS departure are entitled to receive BAH Partial only.

Note 2: For single members, who vacate government quarters and live on the economy, start earnings type BAH-G. For member drawing BAH-with due to the payment of child support only, start earnings type BAH-T.

Note 3: Do not submit two of these transactions on the same day. If the member reports TEMDU PCS and PERMDU PCS on the same day, submit one of these transactions after the final PERMDU reporting PCS transaction.

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Change in Housing Other Than PCS Table

If.....	Then BAH (BA1) Effective Date will be.....
Initial entry of a member on active duty into the Coast Guard with one or more BAH eligible family members.	Date of enlistment or entry on active duty See Note 1. Start COLA transaction also required
Initial entry of a member on active duty into the Coast Guard without BAH eligible family members.	See Note 2
Initial entry of a member into the inactive Coast Guard Reserve with one or more BAH eligible family members.	See Note 3
Initial entry of a member into the inactive Coast Guard Reserve with out BAH eligible family members.	BAH transaction not required.
Acquisition of an <u>initial</u> BAH eligible family member and BAH eligibility determination can be approved by the SPO.	Date family member is acquired. Start COLA transaction also required.
Member marries another Coast Guard member; two CG-4170A's are required. One for each member.	A BAH transaction is normally required for each member to stop current BAH the day prior to marriage and start new BAH the date of marriage.
Acquisition of an <u>additional</u> BAH eligible family member and BAH eligibility determination can be approved by the SPO.	BAH (BA1) entry is not required. A COLA entry is required if the member is receiving OUTCONUS COLA.
Acquisition of a BAH eligible family member and BAH eligibility determination has been approved by PSC (LGL).	If this is the member's <u>first</u> BAH eligible family member, same date as CG-4170A. A COLA entry is also required.

Note 1: There will be times when a newly accessed member with BAH eligible family members will **not** report PCS to his/her permanent unit on the day of enlistment/entry on active duty. In these cases, two BAH entries will be required. The first entry effective date will be the same date of the CG-4170A (day of enlistment). The second BAH entry will be done the same date the member reports PCS to his/her first unit.

Note 2: The following rules apply:

- If the member reports to unit on same day as day of enlistment/entry on active duty, then a BAH entry will be effective the same date.
- If the member does not report PCS to his/her permanent unit on the day of enlistment/entry on active duty, then the BAH entry will be done the same day the member initially reports to his/her first unit. Otherwise, two BAH entries will be required. The first BAH entry date will be the same day of enlistment. The second BAH entry will be done the same date the member reports PCS to his/her first unit.

Note 3: A BAH entry is only required if the reserve member is being immediately ordered to active duty for 30 days or more.

Note 4: If a member fails to complete the annual CG-4170A verification, the SPO needs to have the BAH with dependents entitlement changed to a without entitlement (BAH without or partial BAH).

Continued on next page

Change in Housing Other Than PCS Table, Continued

When the reason is.....	And BAH (BA1) Effective Date Will be.....	
Member fails to complete annual CG-4170A validation	Stop Effective 30 November. Start Effective 1 December See Note 4.	
Member gets divorced, and has no other BAH eligible family members.	Stop effective date of final decree of divorce. Start effective next day.	
Member gets divorced and <u>has other</u> BAH eligible family members.	If member	Then
	Remains entitled to BAH at the with dependents rate (full-time custodial parent of the dependent(s))	BAH Transaction is not required.
	Becomes entitled to BAH at a rate other than the with dependents rate (e.g. BAH with dependents based on payment of child support)	Stop Effective Date of final decree of divorce. Start effective next day
Death of family member and member has no other BAH eligible family members.	Stop Effective date of Death, Start effective day next day	
Family member child becomes of age (and is not incapacitated or a full time student) and member has no other BAH eligible family members.	Stop Effective day before child becomes age 23. Start effective next day.	
Family member child becomes of age (and is not incapacitated or a full time student) and member <u>has other</u> BAH eligible family members.	Not Required	
Full time student family member child becomes of age (and is not incapacitated) and member has no other BAH eligible family members.	Stop Effective day before child becomes age 23. Start effective next day.	
Full time student family member child becomes of age (and is not incapacitated) and member <u>has other</u> BAH eligible family members.	Not Required	
Family member child marries and member has no other BAH eligible family members.	Stop effective date of child's marriage. Start effective next day.	
Annulment and member has no other BAH eligible family members.	Stop effective date of annulment. Start effective next day	
Removal of legal "ward" and member has no other BAH eligible family members.	Stop effective day before dependency ceases. Start effective next day	
Family member adopted by third party and member has no other BAH eligible family members	Stop effective day prior to adoption. Start effective next day	
Another person or family member who was "in fact" dependent on the member for support, but is no longer a dependent for BAH purposes and the member has no other BAH eligible family members.	Stop effective day before dependency ceases. Start effective next day	
Spouse enters active military service and member has no other BAH eligible family members.	Stop effective day before entry into the service. Start effective next day	
Initial entry of family member child into active military service and the member has no other BAH eligible family members.	Stop effective day before entry into the service. Start effective next day	

BAH & Allotments for Public Private Venture Housing

Purpose This appendix defines Public/Private Venture (PPV) housing for the purpose of entitlement to Basic Allowance for Housing (BAH) and provides procedures for starting BAH and processing allotments for members electing to pay rent by allotment.

References (a) [CG Pay Manual, COMDTINST M7220.29 \(series\), Chap. 3-C](#)
(b) [SPO Manual, Volume II, Chapter 1, Allotments and Bonds](#)

More Information The following resource provides additional information about the PPV housing program:

Office of the Under Secretary of Defense (Acquisition, Technology, and Logistics), Military Housing Privatization Frequently Asked Questions:
<http://www.acq.osd.mil/housing/faqs.htm>

BAH Entitlement for Members PPV housing is not Government-owned or leased housing. Members electing to occupy PPV housing are entitled to BAH.

Occupying PPV Housing Per reference (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 the permanent duty station (PDS) assigned unless otherwise approved for a designated location by Commandant (CG-1222).

When government-owned housing is converted to PPV housing a member occupying such housing is no longer considered to be assigned to government quarters and is entitled to BAH.

Continued on next page

BAH & Allotments for Public Private Venture Housing, Continued

SPO Action / Start BAH

The SPO shall input transactions using Direct-Access, to start BAH upon receipt of notification (copy of signed lease for example) that a member is entitled to BAH upon vacating government quarters or signing a lease to occupy PPV housing.

Transaction Notes:

The existing BAH entry for assignment to DOD Owned Quarters (BAH-C) must be stopped the day before starting the new BAH.

Entitlements

*Earnings Code: BA1 BAH (Basic Allow for Housing)

*Start Date	Start Time/Seq	Stop Date	Stop Time/Seq	*Earnings Type	Description
1 07/31/2002	2506		0000	BAH-C	With dep; MBR &/or dep assigned adeq DOD owned qtrs With Dep; MBR and

Start/Effective Date – Date as stated in lease agreement for member to begin occupancy of PPV housing.

The ‘Earnings Type Code’ for BAH with dependents/not assigned government quarters is **BAH-L**.

Entitlements

*Earnings Code: BA1 BAH (Basic Allow for Housing)

*Start Date	Start Time/Seq	Stop Date	Stop Time/Seq	*Earnings Type	Description	Approval status
1 11/01/2004	0000		0000	BAH-L	With Dep; MBR and Dep not assigned govt P qtrs	
2 07/31/2002	2506	10/31/2004	2507	BAH-C	With dep; MBR &/or dep assigned adeq DOD owned qtrs	A

The Postal Code for BAH entitlement is the zip code for the member’s PDS, unless COMDT (CG-1222) has approved payment of BAH for a designated location.

Supporting Data

BA1 11/01/2004 BAH-L

Postal Code: 90210

Inadequate Quarters Amount: 0.00

Dependent Flag
 Spouse In Service

Note: The start BAH transaction needs to be input at least one update cycle before the allotment start or the system may reject the allotment due to lack of available pay.

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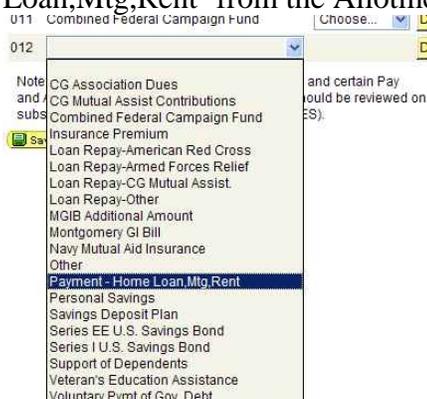
BAH & Allotments for Public Private Venture Housing, Continued

SPO Action / Allotment Starts

Members are encouraged to pay their PPV housing rent by allotment. Allotment transactions may be input by the SPO or by the member using Direct-Access Self-Service. We recommend that the SPO assume the responsibility for inputting the initial allotment start. The allotment needs to be input into Direct-Access no later than the cutoff for mid-month Compute in the month **before** the first rent payment is due.

Transaction Notes:

- When starting a PPV housing allotment, select 'Payment-Home Loan,Mtg,Rent' from the Allotment Purpose drop-down menu.



- The Begin YR/Mo is the month of the first deduction from pay. Set it to the month **before** the member's first rent payment is due.
- The Monthly Deduction amount is the amount of rent as stated in the lease agreement.
- For these PPV housing areas, use the Blanket Code (Select Payee) 00001 - MACBI when starting the allotment.

Beaufort MCAS	Fort Belvoir	Fort Bragg
Fort Campbell	Fort Detrick	Fort Drum
Fort Eustis	Fort Hamilton	Fort Hood
Fort Irwin	Fort Leonard Wood	Fort Lewis
Fort Meade	Fort Polk	Fort Shafter/Schofield
Fort Stewart/Hunter AA	Fort Story	Hickam AFB
Mitchel Complex	Moffet Federal Airfield/Camp Parks	NAES Lakehurst
Naval Air Station Brunswick	Naval Station Newport	Naval Sub Base New London
Naval Weapon Station Earle	NSU Saratoga Springs	Pearl Harbor
Pendleton	Portsmouth Naval Ship Yard	Presidio of Monterey
Quantico	San Diego	Walter Reed AMC

- The start BAH transaction needs to be input at least one update cycle before the allotment start or the system may reject the allotment due to lack of available pay.

Continued on next page

BAH & Allotments for Public Private Venture Housing, Continued

SPO Action / Allotment Starts (continued)

- For PPV Housing Areas not listed above, the member will need to obtain the Routing (Institution Transit) Number and Institution Bank Account Number from the PPV Contractor to use when setting up the allotment.
- For the Member Account Information, enter the member's SSN in the Policy, Acct #, Other ID field.

Member General Allotment Data

Start	Payment - Home Loan,Mtg,Rent	Entry	09/21/2004	Entry Seq:	0
Begin Year/Mo (YYYY/MM):	2004/10	Stop Year/Mo (YYYY/MM):		Date:	
Monthly Deduction:	872.00				
Institution Account Identification					
Enter Transit # Acct # when known; else use lookup for payee:					
Select Payee:	00001	MAC BUSINESS INTEGRATION (001)			
Member Account Information					
Policy, Acct#, Other ID:	123121234				

OK Cancel

Allotment Changes

Rental charges for PPV housing units are based on the BAH rate applicable for the Military Housing Area (MHA) where the housing is located and the member's pay grade.

Whenever there is a change in the BAH rate for the MHA where PPV housing is located, the member must change the amount of his/her allotment. The following additional instances will necessitate a change to the amount of a PPV allotment:

- Promotion/Demotion of the Member.
- Annual Rate Changes to BAH (normally in January of each year).

The current allotment system is not designed to make an automatic adjustment to reflect BAH rate changes, promotions, or demotions. The landlord-tenant lease will make it clear that the service member is responsible for changing the allotment amount, and notifying the PPV Property Manager of any change in BAH.

It is important for the member to anticipate changes to BAH Rates for the above possible actions in order to alleviate any possible rent shortages that may occur due to these changes. Once their allotment is started for a certain amount, it will remain at that amount until they change it (using DA Self-Service) or request a change through their SPO.

Reference (b) provides step-by-step procedures for managing Allotments in Direct-Access for SPOs and members using Self-Service.

BAH/COLA Entitlements for Single Members Paying Child Support

by
Mr. Peter Bekken (PERS3, USCG (Ret.))
Military Compensation Specialist
Commandant (CG-1222)

The CGHQ Military Compensation Division (CG-1222) continues to receive debt collection waiver/remission application packages from erroneously overpaid single members who pay child support for a child(ren) that is in the custody of another active duty member or active duty former spouse. SPO personnel could eliminate these erroneous BAH/COLA overpayment situations by correctly applying the rules for members married to other active duty members (M-to-M) or who were formerly married to active duty members. Housing and station allowance rules are considerably different for M-to-M couples and former couples than the rules for active duty members with spouses/former spouses that are not on active duty.* It is safe to presume that active duty members or active duty former spouses who are the primary physical custodians of children will be the one to receive with-dependent allowances.**

The M-to-M rule-of-thumb for with-dependent allowances is that “*you can’t get two scalps out of one pelt.*” This means that in most former M-to-M cases the non-custodial member*** paying child support to another active duty member or active duty former spouse is normally *not, repeat, not* authorized allowances at with-dependent rates. With-dependent allowances includes BAH or OHA at the with-dependents rate based on payment of child support (BAH code T), BAH-DIFF (if non-custodial member is assigned to or occupies government-owned or leased single-type quarters – BAH-code DP or DQ), CONUS-COLA, and O’CONUS-COLA. The non-custodial member is only authorized BAH or OHA without dependents, or BAH Partial if assigned to single-type barracks or shipboard quarters), and COLAs at the without-dependent rates. This is because the custodial active duty member is receiving BAH or OHA at the with-dependents rate (BAH code L), or is assigned to government-owned or leased family-type quarters on behalf of the dependent child(ren) (BAH code A, B, or C), and with-dependent COLAs. The Services only provide one with-dependent set of allowances (in cash or in-kind) for the same dependent.

A member paying child support who submits CG PPC-2020, Dependency Worksheet, must answer questions 15 thru 23 if he or she claims with-dependent allowances (including BAH-DIFF) on the basis of child support payments. If this section is left blank, it is in everyone’s best interest for the SPO YN to verify with the member that the child(ren) is/are not in the custody of another active duty member or active duty former spouse (this includes non-active duty former spouses who are primary physical child custodians that have remarried another active duty member who is, in turn, receiving with-dependent allowances (or assigned to family quarters). For head-scratching questions on this subject (including cases involving both dependent children and dependent parents) get help via e-mail from: compensation@comdt.uscg.mil.

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BAH/COLA Entitlements for Single Members Paying Child Support, Continued

*A divorce decree that indicates “joint custody” between former spouses usually means that decisions affecting the child’s upbringing are to be made jointly. One former spouse will be the child’s primary physical custodian and the other former spouse will normally be required to pay child support to the actual physical custodian. See Figure 3-12, Section 3-D-9, and Sections 3-F-2, 6, 7, & 8 of the Pay Manual for specific M-to-M policy, regulations, & exceptions. See also Ch. 10, Part B: Dependency, of the JFTR. The Services do not consider a member to be a primary custodian unless the member has continuous actual physical custody for more than 90 consecutive days (exclusive of occasional short visits to the non-custodial parent). In any event, the period of custody for which a with-dependent allowance is paid is only for the actual period of physical custody – see Section 3-F-9 of the Pay Manual).

**Exceptions to this presumption are rare and always involve both active duty members each having primary physical custody of a dependent and maintain separate households caused by separations due to competent PCS orders.

***Normally single and has no other dependents residing with him or her; however, this rule would also apply to an active duty member that is paying child support to any former spouse and has remarried to an active duty member who, in turn, is receiving with-dependent allowances on behalf of dependents of the same class.

Change Log

Purpose This section describes updates and changes made to the procedures for Basic Allowance for Housing (BAH).

Changes

#	Date	Description	Page(s)
2	12 Mar 2009	Added BAH/COLA Entitlements for Single Members Paying Child Support as Appendix (D)	33 & 34
		Changed links for Per Diem Committee (BAH rates and JFTR) to http://www.defensetravel.dod.mil/ . Changed links to PPC's web site (ALSPOs and other Volumes of the SPO Manual) to http://www.uscg.mil/ppc	global
1	11 Dec 2008	Per Customer Care trouble-ticket #779906, CG-1222 provided revised descriptions for BAH-A and BAH-C. Replaced abbreviations "mbr, dep, adeq, qtrs, and sgl" with "member, dependents, adequate, quarters and single".	11 and 12
		Changed hyperlink for Pay Entitlements Basic Navigation Guide to http://www.uscg.mil/ppc/spoman/VolumeIIPay/Pay%20Entitlements%20Basic%20Navigation%20Guide.pdf	3
		Changed reference (b) to SPO Manual, Volume II, Chapter 1, Allotments and Bonds (previously DA Online Guide)	29
