ENTITLEMENT TO BASIC ALLOWANCE FOR HOUSING (BAH) AT LOCATIONS OTHER THAN PERMANENT DUTY STATION (PDS)

1. Situation. The authority delegated from the Secretary of the Navy to the Marine Corps to provide policy and instructions for the administration of the entitlement to BAH at locations other than the PDS is set forth in this Order. Reference (a) governs BAH and addresses circumstances that do not normally require Secretarial Process approval for the payment of BAH.

   a. Reference (b) established Manpower Management (MM), Manpower Management Integration Administration (MMIA) as the Secretarial Process approval authority for the Marine Corps to adjudicate JTR issues. Reference (c) renamed MMIA under the Manpower Management Integration Branch (MMIB) and renamed MMIA as MMIB-3. Deputy Commandant for Manpower and Reserve Affairs (DC M&RA) MMIB-3 is the Secretarial Process authority for the Commandant of the Marine Corps (CMC) on all BAH-related waivers and as such is the only agency within the Marine Corps with the authority to approve an individual’s BAH waiver request.

   b. This Order provides guidance on the types of housing allowance waivers that are authorized and sets the policy that governs BAH waiver requests in accordance with reference (a). It is a shared responsibility between the individual Marine and his/her Command (Installation Personnel Administration Center (IPAC)/S-1) to read and understand or seek clarification of the policy within this Order.
c. This material has been reviewed by the Per Diem, Travel and Transportation Allowance Committee (PDTATAC) in accordance with reference (d), dated 9 March 1993, as PDTATAC Case RR 15011.

2. Cancellation. MCO 7220.56, MARADMIN 239/05, MARADMIN 216/04.

3. Mission. To establish Marine Corps policies and procedures for authorization of BAH at locations other than the Marine’s PDS.

4. Execution

   a. Commander’s Intent and Concept of Operations

      (1) Commander’s Intent. This Order establishes BAH policies and procedures, including ‘BAH waivers’, in accordance with reference (a) and amplifies categories in references (e) through (i). Commanders at all echelons are responsible for implementation of the policy contained herein.

      (2) Concept of Operations. This Order provides provisions for exceptions to BAH policy for Marines with dependents when dependents do not reside at the PDS and for certain circumstances for Marines without dependents (e.g., incident to a low cost/no cost Permanent Change of Station (PCS) reassignment).

   b. Subordinate Element Missions. Commanders and Officers-in-Charge must ensure that all Marines under their charge comply with the spirit and intent of this Order by properly administering the BAH program.

   c. Coordinating Instructions

      (1) Recommendations concerning this Order are invited and will be submitted in writing to the CMC (MPO) via the appropriate chain of command.

      (2) This Order does not govern Family Separation Allowance (FSA); FSA is administered in accordance with reference (j). FSA policy matters are under the responsibility of CMC Military Policy Branch (MPO). FSA policy determinations are made by CMC (MPO) when necessary.

5. Administration and Logistics

   a. Marines will forward official written BAH waiver requests via his/her chain of command to: DC M&RA (MMIB-3), 3280 Russell Road, Quantico, VA 22134-5143, Naval Message (PLAD CMC MRA MMIB THREE WASHINGTON DC), fax 703-784-9838 (DSN 312-278-9838), or electronically scanned (signed and dated) correspondence/NAVMC 10274 (EF), Administrative Action (AA) form to SMB.MANPOWER.MMIB3@USMC.MIL, the official organization electronic mailbox. BAH waiver requests must include a command endorsement from the Marine’s battalion/squadron commander (or equivalent). Upon approval/disapproval, DC M&RA (MMIB-3) will respond via Naval Message, fax, or scanned signed copy electronically to the point of contact listed on the command’s endorsement.

   b. If a BAH waiver is approved, the effective date of the waiver shall be based on the date the Marine concerned arrived at his current PDS, the date the dependents arrived at their designated place, or an alternative effective date stated in the correspondence letter from CMC (MMIB-3), as applicable. Upon approval, CMC (MMIB-3) will provide written responses to the requestor and forward a copy to the CMC (MMRP-20) for electronic service
record (ESR) update. Marines are reminded that it is their responsibility to ensure their official records are accurate and complete.

c. This Order provides BAH policy guidance for the most common circumstances. Questions about BAH policy not covered in this Order should be directed to DC M&RA (MPO).

d. Guidelines, definitions for determining dependency status, and government quarters assigned or occupied are established in reference (a).

e. For the purposes of this Order, Outside the Contiguous United States (OCONUS) includes the states of Alaska and Hawaii unless otherwise stated.

f. For official calculation of mileage, the Defense Table of Official Distances (DTOD) shall be used. It can be found on the website: https://dtod.sddc.army.mil/Default.aspx.

g. Records created as a result of this Order shall be managed according to National Archives and Records Administration approved dispositions per reference (k) to ensure proper maintenance, use, accessibility and preservation, regardless of format or medium.

h. The generation, collection, or distribution of Personally Identifiable Information (PII), and management of privacy sensitive information shall be in accordance with the Privacy Act of 1974, as amended, per reference (l). Any unauthorized review, use, disclosure, or distribution is prohibited.

6. Command and Signal

a. Command. This Order is effective the date signed. This Order is applicable to uniformed service members of the Marine Corps Total Force who are beyond the entry-level training pipeline.

b. Signal. Ensure widest dissemination of the contents of this Order.

M. A. BRILAKIS
Deputy Commandant for Manpower and Reserve Affairs

DISTRIBUTION: PCN 10209914100
RECORD OF CHANGES

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Chapter 1

Overarching BAH Policy

1. BAH Entitlements

   a. General. BAH is payable to both Active Component (AC) and RC Marines on active duty and varies according to the grade in which serving or appointed for basic pay purposes, dependency status, and the PDS assigned except as stated within this reference and in accordance with references (a) and (b).

   b. RC Marines. Generally, RC Marines on active duty are authorized BAH in the same manner as AC Marines under similar circumstances. If there are circumstances under which RC Marines are treated differently with respect to BAH compared to AC Marines, this Order will so state. An RC Marine does not have a PDS unless he/she is on orders to active duty incident to Permanent Change of Station Orders (PCSO). For RC Marines on orders to active duty incident to Temporary Additional Duty (TAD/TDY) orders, the BAH payable is the locality rate for the Marine’s primary residence.

   c. Dual Housing Allowance. A dual allowance for Overseas Housing Allowance (OHA) or Base Housing while dependents reside in CONUS will generally not be considered, unless specifically authorized.

2. BAH Waivers, General. BAH waivers do not apply to a member authorized BAH at the ‘with dependent’ rate solely on the basis of paying child support.

3. Circumstances That Do Not Require HQMC Action. The following circumstances allow for BAH to be paid based upon a location other than a Marine’s PDS without CMC (MMIB-3) action/determination, unless otherwise stated. In order for the BAH to be effective, the Marine must certify the location of dependents within prescribed mandates as outlined in each situation below with their local IPAC or administrative support office.

   a. Home-Basing

      (1) The practice of reassigning and returning Marines with dependents to the Marine’s previous PDS or geographic location after completing a dependent-restricted OCONUS tour refers to home-basing. Home-basing reduces PCS costs and increases the stability for Marines with dependents. Home-basing policy is only authorized incident to dependent-restricted OCONUS assignments. For example, a Marine with dependents is assigned to and maintains a joint household with his/her dependents at the PDS of Camp Lejeune, NC. The Marine is reassigned from the PDS of Camp Lejeune to the PDS of Adak, AK, for an unaccompanied/dependent-restricted tour of 12 months. Upon completion of his/her assignment at Adak, AK, the Marine is reassigned back to PDS of Camp Lejeune.

      (2) When a Marine executes a dependent-restricted OCONUS tour followed immediately by PCSO that return the Marine to his/her previous PDS or geographic location after completing that dependent-restricted OCONUS tour, the Marine continues to retain the BAH rate for the location of his/her previous PDS or geographic location, even if the BAH rate decreased while the Marine was serving the dependent-restricted OCONUS tour, provided the Marine did not relocate his/her dependents at government expense incident to the
dependent-restricted OCONUS tour. This authorization of BAH is based on the dependents’ location of the last place the government moved Household Goods (HHG) at its expense, in accordance with reference (a).

(3) If a Marine returns from a dependent-restricted OCONUS tour with subsequent orders to a PDS or geographic location within proximity of the previous CONUS PDS (generally within 50 miles) and did not relocate dependents from the previous CONUS PDS, the member is entitled to the BAH rate of the previous CONUS PDS location. Using the circumstances of paragraph 3a(1) above as an example, upon completion of his/her assignment at Adak, AK, the Marine is reassigned back to PDS of Marine Corps Air Station New River vice Camp Lejeune.

(4) Generally, RC members ordered to active duty, whether incident to TAD or PCSO, are issued orders that provide for the return of the RC Marine to the place from which he/she was ordered to active duty; this is not home-basing. Home-basing would apply only to an RC Marine who is ordered to active duty incident to PCSO, which then establishes a PDS for the Marine, the Marine is then reassigned via PCSO to at least one other PDS, and then the Marine is reassigned via PCSO back to his/her original PDS.

(5) Home-basing does not apply to RC Marines ordered to active duty incident to TAD/TDY orders, since, as previously stated, the BAH payable is the locality rate for the Marine’s Primary Residence instead of the PDS. See reference (a) for housing allowance guidance regarding RC Marines ordered to active duty via PCSO for duty at an OHA location where HHG transportation at government expense is not authorized. No BAH waiver is required from CMC (MMIB-3) to authorize the payment of BAH based on the Marine’s last CONUS PDS upon return from a dependent-restricted OCONUS tour so long as dependents did not relocate prior to or after issuance of the PCSO reassigning the member to the dependent-restricted OCONUS tour. An example can be found in Appendix B (Home-basing).

b. Designated Place. A Marine with dependents may elect to designate an alternate location (aka a “designated place”) for his/her dependents upon receipt of PCSO reassigning him/her to a dependent-restricted OCONUS location or an OCONUS accompanied tour and the Marine elects to serve an unaccompanied tour. “Designated Place Certification” is not required to be submitted to CMC (MMIB-3) in order to authorize payment of BAH on behalf of dependents based upon the dependents’ CONUS (i.e., BAH) location. Designated Place requires:

(1) The BAH amount payable will be based upon the location of the dependents’ designated place (in CONUS to include AK and HI) until the next set of fully funded PCSO are issued to the Marine.

(2) The Marine shall elect the designated place prior to execution of PCSO. This election will be captured in an IPAC or administrative support office endorsement to the Web Orders.

(3) The member/Marine must provide the IPAC or administrative support office a valid reason for sending dependents to a “designated place” other than allowing dependents to remain at last PDS, for example:

(a) A mortgage or lease agreement at specified location.

(b) A bona fide job offer notification at requested location.
(c) Signed statement by Marine that the location is Marine’s
HOR/Place Entered Active Duty (PLEAD).

If a designated place is not elected, the designated place will default to
the member’s last PDS or the dependents’ current location immediately before
the Marine executes the dependent-restricted or unaccompanied OCONUS orders.

c.  RC Marines Without Dependents in the Grades of E5 and Below,
Assignment to Government Quarters, and BAH.  As previously stated, generally
RC Marines ordered to active duty are to be treated the same as AC Marines
under similar circumstances.  Therefore, generally an RC Marine without
dependents in the grade of E5 and below who is ordered to active duty via
PCSO that authorize relocation of the Marine’s household (shipment of
household goods) at government expense should be assigned to available
adequate government quarters, i.e., unaccompanied, Bachelor Enlisted
Quarters, in the same manner as an AC Marine, and the RC Marine’s BAH is
payable at the locality rate of the Marine’s assigned PDS, if not assigned to
government quarters.  The exception to this is a RC Marine who lives locally
to the assigned PDS and maintains their residence during the period of duty,
in which circumstances the RC Marine will not be assigned to government
quarters and instead will be authorized to reside on the economy and receive
BAH based upon the locality rate for the PDS.
Chapter 2

BAH Waiver Applicability

1. BAH Waivers, General. BAH waivers may be requested by Marines to CMC (MMIB-3) via the chain of command, with a battalion/squadron commander (or equivalent) endorsement. By direction authority is authorized. The following paragraphs describe situations in which a Marine may be paid BAH based upon a location other than his/her assigned PDS location (or in the case of an RC Marine, the primary residence location). BAH is payable to Marines on active duty and varies according to the grade in which serving or appointed for basic pay purposes, dependency status, and the PDS assigned except as stated within this reference and in accordance with reference (a) and (b). A dual allowance to OHA at the with dependent rate or occupation of family type quarters (government or Public Private-Venture (PPV) without charge while dependents reside in CONUS and the member is authorized BAH at the with dependent rate will generally not be considered, unless specifically authorized. The following situations allow for a BAH Waiver authorization for a Marine to be paid BAH based upon a location other than their assigned PDS location (or in the case of an RC Marine, the Primary Residence Location).

2. Personal Choice. The determination to pay BAH based on dependent location is not normally considered when it results from personal choice or is determined to be a matter of personal convenience.

3. Circumstances Ineligible for Waiver. BAH Waivers will be denied if submitted under the following circumstances:

   a. Financial burden of selling or renting a dwelling.

   b. On a waiting list for government housing when dependents relocate.

   c. Dependent employment or contractual obligations unless specifically authorized within reference (a).

   d. Increase in daily commute time unless it is a direct result of a reassignment in accordance with the Marine Corps Permanent Change of Assignment and Low Cost Move PCSOs policy in MCO 1300.8, e.g., for circumstances such as PCS reassignments within a defined metropolitan area like the National Capitol Region, Eastern North Carolina Area, or Southern California Area.

   e. Marine’s desire to return to previous PDS with next assignment (except when under a home-basing agreement with HQMC Manpower Management Enlisted Assignment/Officer Assignment (MMEA/OA)).

   f. Marine’s desire to retire at the previous/prior/past PDS assignment location.

   g. Permanent Change of Station (PCS) funds conserved by not relocating (except when under a home-basing agreement with HQMC MMEA/OA).

   h. Delays due to pet transportation other than certified service animals in accordance with reference (a).
i. RC Marines relocating or changing their primary residence during a period of Active Duty. Changes to the BAH locality rate may only occur during a break in active duty of at least 24-hours.

4. Prohibited and Authorized. The JTR generally specifies conditions for consideration and there may be circumstances when travel and transportation allowances are prohibited and are so stated. However, just because a prohibition is not stated does not mean that an allowance exists or may be authorized (i.e., the philosophy of “It does not say I cannot therefore I can.” does not apply to the JTR).

5. Service Implementation of the JTR. Whereas the Service Secretary may be more restrictive than the JTR would suggest, it does not necessarily mean an entitlement can be denied when the JTR specifically allows for or directs the allowance. However, when necessary, a Uniformed Service:

   a. May supplement the JTR with administrative regulations (see JTR pars. 1015 and 1020), but

   b. May not prescribe allowances that differ in amount or type from those authorized by the JTR, unless specifically permitted.
Chapter 3

BAH Waivers for

PCS for PME/Training Less Than 12 Months

1. PCS for Professional Military Education (PME)/Training Less Than 12 Months

   a. Applies only to Marines on active duty with dependents, unless the circumstances of a proximity move apply (see chapter 4 of this order). Does not apply to a Marine married to another service member unless the Marine requesting the BAH waiver is the member without dependents.

   b. A Marine on active duty with dependents is not eligible for this waiver if the family resides in government quarters at either the school location or the previous PDS location. For BAH purposes, PPV quarters are not considered government quarters.

   c. A Marine on active duty with dependents is not eligible for this waiver when the initial orders contain multiple PME and/or professional training courses at the same location, that when combined, are greater than 12 months in duration.

   d. A PME BAH waiver request may be submitted by the Marine through their local administration office to CMC (MMIB-3) in order to retain the previous CONUS PDS BAH location rate (or previously approved dependent location BAH rate) in lieu of the BAH rate for the new PDS location. To qualify for a waiver, a Marine must have been receiving a rate of BAH based on the dependents’ location while assigned to the previous duty station. This waiver is only available to a Marine in receipt of PCSO from a CONUS location to a CONUS PME location. Marines will not be authorized to leave dependents at a previous OCONUS location when attending a PME/training school. An RC member, who is selected to attend a resident PME course (not to exceed 12 months), may elect to receive BAH with dependents at the location of his/her primary residence (only when the dependents remain at the primary residence), even though that RC member had not previously received BAH.

   e. OCONUS-to-CONUS Considerations. When a Marine with dependents assigned to an OCONUS PDS (to include Alaska and Hawaii) is issued PCSO for PME or other professional training for 12 or fewer months with follow-on orders to a future PDS by Manpower Management Enlisted Assignment/Officer Assignment (MMEA/OA), he/she may elect to move dependents to the future PDS duty station rather than the PME location and receive BAH at the dependents’ location. This authorization is not a guarantee of future assignment for the Marine to a specific location but rather an attempt to provide stability for dependents based on current manpower assignment projections and the future needs of the Marine Corps. Waivers requesting an extension of OHA or BAH beyond the member’s PCS date of detachment from OCONUS to the PME school will not be considered.

   f. RC Marines with dependents, who are ordered to active duty incident to Active Duty for Training (ADT), PME or training orders that exceed 139 days but are less than 12 months in duration, are always considered to be PCSO. Therefore such RC Marines may be eligible for this waiver. Example: an RC Marine with dependents has a primary residence in the vicinity of Washington, DC. The member is ordered to active duty for ADT, via PCSO, to attend a PME
school at Camp Johnson, NC, that is 10 months in duration. The BAH rate for Washington, DC is higher compared to the BAH rate for Camp Johnson, NC. Incident to the PCSO, normally the RC Marine’s BAH rate would be based upon his/her PDS of Camp Johnson, NC, instead of his/her primary residence of Washington, DC, but the Marine may request a BAH waiver.

2. PCS for Professional Military Education (PME)/Training Greater Than 12 Months

   a. A Marine issued orders for follow-on PME or training during an existing PME/training waiver period, which when combined with the existing PME/training period, will exceed 12 months in duration, must request an extension of the waiver via CMC (MMIB-3). An example can be found in Appendix B under paragraph 4a (BAH PME Waiver).

   b. A Marine with dependents participating in the Marine Enlisted Commissioning Education Program (MECEP) or the Reserve Officer Commissioning Program (ROCP), upon receipt of commission and follow-on assignment for training at The Basic School in Quantico, VA, may submit a request for a PME/training waiver to CMC (MMIB-3) to retain the BAH rate applicable to the location of the university attended for dependents remaining at the location of the MECEP university/college or the rate applicable to the primary residence for the ROCP Marine.
Chapter 4

BAH Waivers for Proximity Orders

1. Proximity Moves, General. For the purposes of permanently reassigning Marines, there are two types of proximity orders utilized by the Marine Corps. When issued and executing Permanent Change of Assignment (PCA) orders there is no entitlement to travel and transportation allowances (i.e., “no-cost”). When issued and executing Low-Cost PCS orders there may be very limited travel and transportation allowances authorized (i.e., “low-cost” based on a one time mileage reimbursement incident to the member executing PCS travel from old PDS to new PDS).

a. Low-Cost PCS / No-Cost PCA BAH Waiver. A Marine who is stationed in and receives BAH for a high BAH Military Housing Area (MHA) and is issued low-cost PCSO to a lower BAH MHA may submit a waiver request to CMC (MMIB-3) to retain the previous rate. For example, if a Marine assigned to the Pentagon in Arlington, VA is issued low-cost PCS orders to MCB Quantico in Quantico, VA, the Marine may be eligible to receive the higher rate of BAH for the Pentagon’s MHA.

(1) To ensure Marines are protected during times of BAH rate fluctuation, if a Marine is in receipt of a waiver at the last duty station in which transportation of HHG at government expense was authorized, and the new annual BAH rates result in a higher BAH rate for the current duty station compared to the previous duty station, then the Marine may elect to void the waiver and receive the current duty station rate. This election is irrevocable; once a member elects the BAH rate at the current duty station, the member will not be authorized to submit a BAH waiver request based on any future fluctuation of BAH. The member will retain the current duty station BAH rate until issued subsequent PCSO. Marines who elect to void their waiver and elect to receive the current duty station BAH rate must complete the following page 11 entry; “I, (full name), understand that by voiding my BAH protection waiver, I will be entitled to receive the BAH rate for my current duty station until issued subsequent PCA/PCS orders. I request that my BAH retention waiver terminate effective YYYYMMDD.” This entry affords MMIB and administrators the ability to track and verify correct BAH entitlements. See reference (m) for MCTFS reporting guidance for BAH protection waivers.

(2) A Marine may only request a waiver to receive BAH at the location of the last duty station in which transportation of HHG at government expense was authorized. If a member receives consecutive low-cost PCS orders, the member may only request a BAH waiver for the last duty station where transportation of HHG at government expense was authorized; not the last duty station in which a member received low-cost PCS orders. See Example in Appendix B under Low-Cost PCS/PCA. E.g., below are the rates payable in this scenario:

- Fully-funded PCS to Pentagon = Arlington, VA BAH rate
- Low-cost PCS to Ft Meade = Ft Meade, MD BAH rate (a higher BAH rate)
- Low-cost PCS to MCB Quantico = Arlington, VA BAH rate
b. **Low-High-Low PCS.** A Low-High-Low PCS is defined as receiving low-cost PCS orders (relocation of HHG is not authorized) to a PDS within proximity or adjacent to the previous PDS location where the BAH rate is higher and then subsequently being reassigned back to the duty station with the lower BAH to which transportation of HHG was originally authorized. The Marine’s BAH would revert back to the original BAH rate and the Marine would not be authorized to retain the higher MHA BAH rate. See Example in Appendix B under Low-High-Low.

2. **Reserve Component (RC) Marines.** An RC Marine who executes PCSO to a duty location within commuting distance from his/her primary residence is not authorized to relocate his/her household, since the Marine is already ‘at’ his/her duty location. Therefore, the Marine’s BAH rate would be based upon the locality rate for the Marine’s primary residence instead of the location of the PDS. This applies even if the BAH rate for the PDS is higher than for the location of the Marine’s primary residence. The authorization of the BAH rate based upon the locality rate for the Marine’s primary residence instead of the location of the PDS does not require CMC (MMIB-3) approval and instead is authorized by the Marine’s supporting IPAC or administrative support office.
Chapter 5

BAH Waivers for

Accompanied Orders - Advance Family Member Travel

1. Advance Family Member Travel

   a. A Marine may be authorized BAH incident to Advance Family Member Travel when relocating his/her dependents to the future PDS ahead of the Marine. Advance Family Member Travel applies to reassignments from one PDS to another PDS. Advance Family Member Travel is separate and distinct from an Early Return of Dependents (ERD), discussed in greater detail in Chapter 6 of this Order. Advance Family Member Travel applies when the member has been issued PCSO authorizing the relocation of dependents at government expense, whereas an ERD may be authorized only in the absence of PCSO and requires HQMC approval. Generally, when a Marine is issued PCSOs authorizing the relocation of their dependents at government expense, they may elect to relocate their dependents at any time that best suits their personal circumstances, even non-concurrent and in advance of the travel of the member, without HQMC authorization. However, the authorization of BAH for such circumstances must be authorized by CMC (MMIB-3).

   b. Advance Family Member Travel applies to reassignments from CONUS to CONUS, CONUS to OCONUS, OCONUS to CONUS, and OCONUS to OCONUS locations. For the purposes of this particular situation, Alaska and Hawaii are considered CONUS, since they are authorized BAH locations.

   c. BAH for Advance Family Member Travel incident to reassignments from CONUS to OCONUS and from OCONUS to OCONUS locations must be authorized by CMC (MMIB-3). In these cases, the Marine must first be authorized command sponsorship for his/her dependents by the gaining overseas command. Further, the Marine must still fulfill the minimum prescribed overseas tour lengths, which are based on the dates the Marine joins and detaches from their overseas PDS, regardless of the arrival date of his/her dependents. Family Separation Housing (FSH) allowance is not authorized incident to a Marine electing advance/travel of his/her dependents. But FSH may be authorized incident to a Marine with dependents electing an unaccompanied overseas assignment or assigned to a dependent-restricted tour.

   d. The above policy that BAH for Advance Family Member Travel incident to reassignments from CONUS to OCONUS and from OCONUS to OCONUS locations must be authorized by CMC (MMIB-3) applies even though a Marine, who is issued PCSO authorizing the relocation of their dependents at government expense, may relocate dependents to his/her next PDS at government expense upon receipt of PCSO, within the authorization limits of that order, after approval of command sponsorship of the dependents by the gaining command (applicable to overseas commands only), and in advance of the travel of the Marine. CMC (MMIB-3) will approve such requests only if the dependents physically relocate to the new location at government expense and the Marine certifies his/her dependent location with the Marine’s supporting local IPAC or administrative support office that their family members have moved to the future PDS.
2. Advance Family Member Travel Incident to Separation/Retirement (Travel to a Home of Record (HOR) or Home of Selection (HOS))

   a. A HOR or HOS is not a PDS since a Marine is not assigned to a HOR or HOS location to perform official duties.

   b. A Marine who separates/retires from the Marine Corps from a CONUS PDS will not be authorized payment of BAH for a location other than the current CONUS PDS from which he/she is separating/retiring. Alternate separation sites, HOR or HOS locations are not authorized BAH locations even if dependents travel in advance of the Marine to that location.

3. Separation/Retirement from OCONUS locations

   a. Marines serving overseas accompanied tours with dependents, who are issued separation/retirement orders from that OCONUS location, and who are eligible for travel to a HOR or HOS, shall receive BAH based upon the location of the Marine’s CONUS authorized separation or retirement activity or the location of an authorized CONUS alternate separation or retirement activity. BAH shall not be based upon the location of the member’s HOR or HOS.

   b. The authority to pay BAH based on a Marine’s separation or alternate separation site may only be authorized for Marines who are serving overseas accompanied tours with their dependents to allow Marines and their dependents to terminate and replace their OHA entitlement with BAH based on a CONUS location. In the absence of a CONUS location on which to base BAH, Marines (and dependents) departing in a PCS status from an overseas duty location to a CONUS location, are authorized BAH at the ‘BAH transit’ rate until the Marine reports to their CONUS separation site, at which time the BAH transit rate is replaced by the BAH rate for the location of the Marine’s CONUS separation site. If however the dependents did not accompany the Marine to the OCONUS PDS from which separating/retiring, i.e., the Marine elected and served an OCONUS unaccompanied tour and was properly authorized a designated place for his/her dependents for which they receive BAH for the designated place, the Marine would continue to receive the BAH rate for the designated place while at the separation site and the Marine’s separation/retirement date. The designated place may be the location of the Marine’s last CONUS PDS or the member’s dependents’ designated place in CONUS.
Chapter 6

BAH Waivers for

Accompanied Orders – Early Return of Dependents

1. Early Return of Dependents (ERD), General. CMC (MMIB-3) is the Secretarial Process Approval Authority for ERD and all related requests in accordance with reference (f). This authority is not delegated. A Marine may be authorized an ERD for command sponsored dependents from an OCONUS duty station (to include Alaska and Hawaii) for a variety of reasons. Once the Marine is authorized by CMC (MMIB-3) to execute an ERD, the Marine is authorized to relocate dependents back to a specified CONUS location. This authorization can be used to receive BAH at the dependents’ location once certified by the Marine through the local IPAC or administrative support office. An ERD should only be implemented as a last resort; in each case, it must be determined that the problem/situation leading to the requested ERD occurred after arrival at the OCONUS PDS and that local resources cannot resolve the problem/situation. Once a Marine is approved for an ERD, he/she is no longer eligible for consideration for a tour curtailment or tour conversion on the applicable set of orders.

   a. Loss of dependency status may not in itself qualify the Marine for an ERD, and should instead be processed in accordance with reference (a).

   b. Specific circumstances under which an ERD may be approved are listed in reference (f). The most common situations which are generally approved are listed in Appendix B.

2. Three Common Types of ERD Requests CMC (MMIB-3) is the Marine Corps Adjudicating Authority for:

   a. ERD due to Medical. A Marine’s dependents may request an ERD if needed medical treatment is beyond what is currently available at the current OCONUS duty station location and has been directed/authorized by competent medical authority. If a Marine’s dependents are unable to remain at the current OCONUS and are required to relocate near to a CONUS medical treatment facility a Marine may request and be authorized BAH based on their dependent’s current location or future PDS location with favorable endorsement. An ERD for medical reasons cannot be based on a preexisting medical condition.

   b. ERD due to Separation or Divorce. When a Marine and their dependent are unable to resolve marital issues due to irreconcilable differences or through an actual divorce decree the Marine may be authorized an ERD with BAH based on the dependent location for the remainder of current tour with favorable endorsement. The ERD normally provides only a travel allowance and not necessarily a transportation authorization to ship HHG. To ship HHG the member and spouse must both have an agreement of an uncontested divorce that clearly articulates who owns what marital assets before any authorization can be provided by CMC (MMIB-3).

   c. ERD due to Military Protective Order (MPO) or Personal Safety. When a Marine’s Dependent is in receipt of a MPO or provided a letter from the chain of command requesting a personal safety move based on substantiated information, CMC (MMIB-3) may give the ERD request favorable endorsement and
allow the family to either travel in advance to the Marine’s future PDS location or a possible designated place depending on time-on station.
Chapter 7

BAH Waivers for

Accompanied Orders - Delay of Family Member Travel

1. General Considerations

   a. It is highly recommended that when a Marine requesting BAH in conjunction with a delay of dependent travel, the Marine should not make any financial obligations and should delay executing dependent travel that would be affected by delay of dependent travel until an approval is provided by CMC (MMIB-3). If the Marine’s request for delay of dependent travel is subsequently disapproved, that Marine could be in a financial dilemma, having to now maintain two separate households at the potentially lower BAH rate.

   b. Marines should submit requests via his/her chain of command as soon as PCSO are received but prior to execution of those orders. Requests from Marines who have already executed PCS orders will not normally be considered eligible for approval.

   c. When a delay of dependent travel is approved, the BAH rate is continued for the current authorized BAH location rate. The Marine will not be authorized a dual housing allowance, FSH, or provided government quarters (given geographical bachelor status) at any additional expense to the Marine Corps in accordance with reference (a), par 10414. The Marine will be responsible for the out-of-pocket expense to maintain the second household at their current PDS location. In the event that the dependents relocate at government expense to the member’s PDS, BAH for the new PDS location will begin on the day dependents arrive at that location.

   d. The Marine will be counseled about designated place moves (addressed in greater detail in Chapter 1, paragraph 3b and elsewhere in this Order) and must agree in writing via a page 11 entry not to relocate dependents at government expense. See Chapter 9 for example page 11 Marine statements. A designated place shall never be authorized in conjunction with a delay request. No waivers totaling more than 140 days will be considered, except as noted below.

2. Delay of Dependent Travel CONUS (Normal Circumstances). A Marine may elect to delay dependent travel following his/her execution of PCSO to a new PDS. The Marine must request and be specifically authorized BAH incident to deferred or delayed travel of his/her dependents via his/her chain of command to CMC (MMIB-3). There is no authority to treat the dependents’ location as if it automatically defaulted to a designated place location and authorize the member BAH for the location of his dependents or previous PDS for the duration of any delay. If authorized/approved, the Marine is paid BAH at the rate for the location of his/her dependents or previous PDS for a maximum of 60 days from the date of approval by CMC (MMIB-3). When a delay of dependent travel is approved, the BAH rate is continued for the current authorized BAH location rate.

3. Delay of Dependent Travel OCONUS/Remote CONUS

   a. A Marine may elect to delay dependent travel following his/her execution of PCSO to a new PDS located OCONUS or to a remote CONUS location
(to include Alaska and Hawaii). The Marine must specifically request deferred or delayed travel of his/her dependents via his/her chain of command to CMC (MMIB-3). In order to qualify for consideration, the Marine shall initiate his/her request within 20 days of receipt of PCSO. Requests submitted beyond this time frame will not normally receive a favorable endorsement from CMC (MMIB-3).

b. If the delay of dependent travel expires or is disapproved and the family members have not yet arrived at the overseas’ duty station, there is no BAH payable and the Marine will instead receive OHA for the new PDS. The OHA authority will be effective upon date of arrival of the dependents to the overseas duty station or when the delay of dependent travel period has expired/been disapproved, whichever comes first.

c. The following situations may receive favorable endorsement when sufficient justification and proper supporting documentation is provided to CMC (MMIB-3). Conditions specifically precluded from consideration are listed in Chapter 2 of this Order. To qualify, the Marine should initiate his/her request within 20 days of receipt of orders. Waiting until the week prior to departure to begin the overseas screening process will not normally receive a favorable endorsement from CMC (MMIB-3).

(1) Failure of dependent(s) to complete overseas suitability screening in the prescribed time due to unforeseen circumstances. A delay may be authorized for circumstances beyond the Marine’s control, such as an unavoidable delay in passport processing, a death in the immediate family with sufficient proof (e.g. Red Cross message) or legal issues for which there is a court-provided subpoena requiring a dependent to be present for deposition or court appearance. For the circumstances of passport processing delay, for example, a delay in dependent travel may be authorized supported by State Department application paperwork showing the date submitted and official State Department correspondence/notification of the issue and estimated completion date of passport application.

(2) Failure of dependent(s) to be found suitable for an OCONUS or remote CONUS assignment due to special education requirements or health concerns/issues. A delay may be authorized with official notification that a dependent has been found unsuitable for the OCONUS/remote CONUS assignment. When unsuitability is the result of special education or medical requirements, the Marine must also provide evidence that the appropriate information has been sent to HQMC (the Exceptional Family Member Program (EFMP) office, CMC (MF)) for enrollment eligibility determination.

(3) Failure of dependent(s) to pass the health screening/requirements due to immunizations/pregnancy/health or due to other health concerns/issues. A delay may be authorized with medical provider/doctor recommendation documentation. Documentation must note services unavailable at future PDS or how this assignment would adversely affect the family’s health and well-being. A recommendation without conclusive evidence attesting to the degradation in health or welfare of the family may result in a denial of the request.
4. Delay of Dependent Travel for Deployment Within 90 Days of Arrival to Next PDS

   a. This BAH waiver request is for a Marine with a bona-fide expectation to deploy within 90 days of arrival to his/her future PDS. The intent is to provide the least amount of disruption to the Marine’s family.

   b. Marines who are executing PCSO and will subsequently deploy within 90 days of arrival to the new duty station may be approved for a delay of dependent travel for up to 60 days after the Marine’s return from deployment. Unclassified verification of the planned deployment must be provided to CMC (MMIB-3). Deployment, for purposes of this waiver, is defined as a unit or individual augmentation in direct support of named or contingency operations, UDP or MEU, and does not include participation in named exercises such as Exercise Bright Star or Exercise Cobra Gold type events or any type of field training. The deployment must be for a projected duration of at least four consecutive months (120 consecutive days).

   c. A return from deployment is effective on the day the Marine returns (an arrival time of 2359 is considered day 1) to his/her PDS or debarkation point of entry. No extension will be authorized beyond 60 days from this date. The BAH rate will reset 60 days after the Marine returns from deployment to the Marine’s new PDS location, regardless of dependents’ location. It is the Marine’s responsibility to ensure pay and entitlements properly reflect this authorization as prescribed within the approval letter, as any overpayment will result in a garnishment of the Marine’s pay.

   d. In the event that a bona-fide expectation to deploy results in non-deployment due to events beyond the Marine’s control, the date that non-deployment is confirmed will be treated as the “return from deployment” date and the BAH waiver will expire within 60 days. Upon notification the deployment has been delayed/cancelled; the Marine will immediately contact CMC (MMIB-3) and advise that office of a change in status.

5. Delay of Dependent Travel due to Continuity of Education (COE) for Minor School Aged Dependents

   a. A delay of dependent travel may be authorized until an extended break in a school year such as Christmas/New Year’s holiday break, or to the end of the current academic year. Continued delay due to remedial programs will not be considered (e.g., summer school). Homeschool programs are not eligible for this delay. Dependents age 18 and older are not eligible for this delay unless they are completing their secondary schooling.

   b. Marines who have PCSO to be executed effective 1 August of any given year may be approved for a delay of family member travel until 31 December of that year.

   c. Marines who have PCSO to be executed after 1 January of any given year can request a waiver for delay of dependent travel until 30 June of that same year.

   d. Marines with a dependent who is a high school senior may request a COE until 30 June of the current academic year. However, a subsequent request may not be approved for another child who will be a high school senior the following academic year.
Chapter 8

BAH Waivers for

Other Circumstances or Special Cases

1. Forward Air Controller (FAC) Tours. FAC tours are essential components to aviation Marines’ career progression, and are generally one year in length. A Marine who performs a FAC tour usually returns back to the unit where previously assigned. Due to the relatively short duration of these orders, a Marine with dependents on a FAC tour may request a BAH waiver to CMC (MMIB) in order to retain BAH based on the PDS prior to the execution of the FAC tour. Such requests will generally be approved unless the Marine’s dependents and HHG have been relocated/transported at government expense.

   a. No dual BAH or FSH allowance will be authorized, as the choice to live separate is a personal election.

   b. FAC tour waiver requests are limited to reassignments between duty stations located on the same coast the Marine currently resides and limited to a geographical point-to-point travel of no more than 150 miles between the two duty stations.

2. Hospitalization for an Extended Period of Time

   a. When a Marine is transferred by service record to a Military Treatment Facility (MTF) for an extended period of time for treatment of injury or illness per reference (g) the Marine or the designated representative may request a BAH waiver for the previous duty station.

   b. To qualify for this waiver, a Marine must have been in receipt of BAH at the with-dependent rate while assigned to the previous duty station prior to hospitalization.

   c. A Marine is not eligible for a waiver if the family resides in government quarters.

   d. Upon reporting to the MTF or the associated Marine Corps activity, the gaining unit must coordinate with the hospitalized Marine or the designee and per the Marine’s or designee’s request, submit a BAH waiver request based on hospitalization, to CMC (MMIB-3) via the chain of command. For waiver requests see Chapter 9.

3. Marine with Dependents Assigned to Critical Housing Area (CHA)

   a. CHA designation is applied to areas in which both military and private sector family housing is in short supply, as listed in reference (h). Relocation of dependents may be delayed because of a critical housing shortage. A request to receive BAH at the previous PDS rate may be submitted to CMC (MMIB-3) for consideration.

   b. The Marine’s CHA waiver request must include a letter from the military housing office stating that the Marine has requested housing and that housing is not available.

   c. The approved BAH rate may be paid for a maximum of 60 days following the termination of CHA designation.
d. The Marine continues to receive the approved BAH rate when in receipt of PCSO that include a planned rotation date of less than 12 months from the date of termination of CHA designation. For example, a Marine is stationed at a duty station within a CHA. CHA designation terminates in January. The Marine is in receipt of PCSO that transfers the Marine from the CHA MHA in June of the same year. The Marine is authorized to continue to receive the previously approved rate of BAH until he/she reports to the next PDS without requesting an extension via CMC (MMIB-3).

4. Marine with an Exceptional Family Member (EFM) and Approved for a Continuation on Location (COL). Per reference (i), when the continuum of care for the EFM with a severe medical condition or educational need would be seriously disrupted by the Marine’s permanent reassignment, a Marine may request his/her dependents to remain in place via the EFM COL Program. When a COL is approved, the BAH rate may be continued at the current authorized BAH location rate. When BAH is authorized for the purpose of a COL, the Marine may not be authorized a dual housing allowance if the Marine is performing a CONUS-to-CONUS or OCONUS-to-CONUS relocation since dependents are authorized to accompany the Marine to all CONUS PDS locations. The Marine may be responsible for the out-of-pocket expense to maintain the second household at their current PDS location, although single-type government quarters (bachelor quarters) may be occupied if made available by the appropriate installation housing authority. HQMC will not consider a COL unless the Marine first enrolls the affected dependent(s) in the EFMP.
Chapter 9

BAH Waiver Submission Requirements

1. Waiver Request Documentation Requirements

   a. A signed and dated request (NAVMC 10274 (EF), reference (m), or AMHS), with endorsement from battalion/squadron commander or equivalent.

   b. A copy of the PCSO from the previous duty station.

   c. A copy of the PCSO to new PDS location (Web Orders).

   d. Current copy of the Marine’s chronological history (Page 3 of the ERS Book).

   e. Other supporting documentation as may be directed by CMC (MMIB-3).

2. Specific Circumstances. Other supporting documentation as specified below.

   a. PME/Training. Marine’s page-11 endorsement stating:

      "I, (RANK, FIRST AND LAST NAME, SSN), REQUEST A PME AND TRAINING BAH WAIVER TO RECEIVE BAH AT THE WITH-DEPENDENT RATE BASED ON MY PREVIOUS DUTY STATION OR PREVIOUSLY APPROVED DEPENDENT’S LOCATION (NOTE: ONE IS NOT AUTHORIZED TO RECEIVE THIS WAIVER IF, IN FACT, BAH IS NOT CURRENTLY RECEIVED). I AGREE TO LIMITED PCS ENTITLEMENTS (AS APPLICABLE) TO INCLUDE THE WITHOUT-DEPENDENT RATES OF DISLOCATION ALLOWANCE AND TEMPORARY LODGING EXPENSE. I FURTHER AGREE THAT MY SHIPPING ENTITLEMENT IS LIMITED TO THE UNACCOMPANIED BAGGAGE WEIGHT ALLOWANCE AND THAT I HAVE NOT EXCEEDED NOR WILL I EXCEED MY UNACCOMPANIED WEIGHT ALLOWANCE LIMITATION. I UNDERSTAND THAT I AM NOT ENTITLED TO FAMILY SEPARATION ALLOWANCE (FSA) OR FAMILY SEPARATION HOUSING (FSH). I ALSO UNDERSTAND THAT SHOULD I MOVE MY FAMILY, THE BAH RATE MUST BE ADJUSTED TO REFLECT THAT OF MY SCHOOL”

      Date:____________ Signature________________

      or, for an RC member who has not previously been on active duty and in receipt of BAH:

      "I, FULL NAME, REQUEST A PME AND TRAINING BAH WAIVER TO RECEIVE BAH AT THE WITH-DEPENDENT RATE BASED ON MY PRIMARY RESIDENCE, WHERE MY DEPENDENTS RESIDE. I UNDERSTAND THAT SHOULD I MOVE MY FAMILY AT GOVERNMENT EXPENSE, THE BAH RATE MUST BE ADJUSTED TO REFLECT THAT OF MY PME/TRAINING PDS.”

      Date:____________ Signature________________

   b. Proximity Moves. Verification of dependent location.

   c. Delay of Family Member Travel

      (1) Official notification from a government agency that justifies the delay of dependents due to no fault of the Marine.

      (2) For deployment delay requests, Marine must provide supporting documentation endorsed by the future chain of command first Col/O6 in the Marine’s chain of command, verifying unit or individual deployment in support of operations within 90 days of Marine’s expected report date to new unit.
(3) For COE, provide a copy of the school year calendar and child enrollment verification documentation.

d. Incident to a Foreign Overseas – Designated Place when Member is issued Dependent Restricted Orders and Dependents are Foreign Nationals that will Reside at an OCONUS Location. Verification of intent to return to an established bona fide residence to an OCONUS Designated Place is required, for example:

(1) A mortgage or lease agreement.

(2) A bona fide job offer notification.

(3) Signed statement by Marine that the location is Marine’s HOR/PLEAD.

(4) Passports from host nation showing dependent foreign national status for the return of the dependents to country of origin.

e. Advance Family Member Travel. Written justification to advance dependents.

f. Early Return of Dependents (ERD)

(1) Letter from attorney/Base Legal office to affirm Divorce/Separation.

(2) Letter from MTF attesting to medical limitations and the need for dependent(s) to return to CONUS. This letter will be accompanied by the EFMP enrollment determination letter.

(3) Letter from Provost Marshal Office (PMO) or police incident report certifying claim/incident/offense.

(4) ERD requests other than for medical reasons – Marine’s signed page-11 endorsement stating:

“I, FULL NAME, CERTIFY THAT I AM REQUESTING AN ERD ON BEHALF OF MY DEPENDENTS TO (CITY), (STATE) AS MY DEPENDENT DESIGNATED PLACE LOCATION UNTIL ISSUANCE OF MY NEXT SET OF FULLY FUNDED ORDERS. INCIDENT TO THE PACK-UP OF MY DEPENDENTS’ HHG, I UNDERSTAND THAT I AM INELIGIBLE FOR A TOUR CURTAILMENT AND MUST SERVE THE REMAINDER OF THE ACCOMPANIED TOUR ASSIGNMENT IN ORDER TO BE ELIGIBLE FOR TRANSFER. I ALSO UNDERSTAND THAT I MAY NOT BE ELIGIBLE FOR A DUAL HOUSING ALLOWANCE WHICH MAY RESULT IN OUT-OF-POCKET EXPENSES FOR HOUSING IF GOVERNMENT QUARTERS ARE NOT PROVIDED OR BECOME AVAILABLE. I FURTHER CERTIFY AND UNDERSTAND THAT THIS ELECTION, ONCE MADE AND TRAVEL ALLOWANCE IS RECEIVED FOR TRAVEL THERETO, IS IRREVOCABLE.

Date:____________Signature____________”

g. Hospitalization for an Extended Period of Time

(1) A copy of the PCSO to the MTF PDS location or Naval Message directing the transfer.

(2) A page-11 endorsement the Marine, or memorandum signed by next of kin/designated Power of Attorney representative requesting a BAH waiver in
this situation. Note: A Marine is not authorized to receive this waiver if, in fact, BAH is not currently received. Include the statement:

"I, FULL NAME, REQUEST A HOSPITALIZATION BAH WAIVER TO RECEIVE BAH AT THE WITH-DEPENDENT RATE BASED ON MY PREVIOUS DUTY STATION OR PREVIOUSLY APPROVED DEPENDENT’S LOCATION I UNDERSTAND THAT SHOULD I MOVE MY FAMILY AT GOVERNMENT EXPENSE, THE BAH RATE MUST BE ADJUSTED TO REFLECT THAT OF MY CURRENT DUTY STATION OR HOSPITALIZED LOCATION.
Date:__________Signature______________"
Appendix A

Definitions

1. **Accompanied Overseas Duty Station (Unrestricted Duty Station)**. Overseas duty station where an accompanied-by-dependents tour is authorized. This means the Marine can be accompanied by command-sponsored family members. This includes unrestricted duty stations in Alaska and Hawaii.

2. **Acquired Dependents**. Dependents acquired through marriage, birth, adoption, or other action during the course of a Marine's current overseas tour of duty and after the effective date of the orders reassigning the Marine overseas. This term does not include those individuals dependent upon the Marine or children born of a marriage that existed before commencement of the current overseas tour.

3. **Active Duty**. Full-time duty in an active service of a military branch of the armed forces. The term does not apply to active Reserve duty for training or inactive Reserve duty.

4. **Dependents-Restricted Duty Station (Restricted Duty Station)**. An overseas location/unit/activity where a Marine’s dependents are not authorized to accompany him/her and reside with the Marine. See JTR Appendix Q or other specified DoD/DoS correspondence.

5. **Designated Place**. A location in the United States, the Commonwealths of Puerto Rico, and the Northern Mariana Islands, Guam, or a territory or possession of the United States named by Marines or their dependents as the place where the Marine's dependents will establish their residence until further government transportation of dependents is authorized. Can also include:
   a. A foreign-born spouse’s native country, if dependents were specifically authorized to travel to such place during the Marine’s dependent restricted OCONUS tour or if dependents returned early via an ERD to such place.
   b. The previous OCONUS PDS where the dependents remain while the Marine serves an unaccompanied/restricted OCONUS tour.
   c. The OCONUS PDS where the member is scheduled to execute PCSO after serving an unaccompanied/restricted OCONUS tour.

6. **Effective Date of PCS Orders**
   a. For a Marine to be separated or retired, the last day of active duty.
   b. For all others, the date the Marine is required to begin travel from the old PDS, home, PLEAD, last TAD/TDY station, safe haven location or designated place, whichever applies, to arrive at the new PDS, home, or PLEAD on the date authorized by the transportation mode authorized and/or used.

7. **Entitled Marines**. Marines in this category may have their dependents transported at government expense as prescribed by the JTR.

8. **Home-Basing**. An assignment program based on returning Marines to their previous PDS after completion of dependent-restricted OCONUS tours.
a. Advanced Geo-Location Code (AGLC). A three-digit MCTFS code that identifies the projected geographical location (in CONUS, Alaska or Hawaii) of a Marine's duty station following a dependent-restricted OCONUS tour. The use of an AGLC is for HQMC planning purposes only and is not a guarantee or commitment by CMC (MM). It should not be used as a basis for making commitments; e.g., the purchasing of a home, semi-movement of family members, or HHG transportation.

b. Advance Monitored Command Code. A MCTFS code that identifies the projected command to which a Marine will be assigned following a dependent-restricted OCONUS tour.

9. Noncommand-Sponsored Family Members. Family members residing with the Marine at a location OCONUS, where an accompanied-by-dependents tour may or may not be authorized. Noncommand-Sponsored Family Members are not entitled to travel to and from the Marine’s overseas duty station at government expense, nor does their presence entitle the Marine to station allowances at the "with dependents" rate. These family members may either be "acquired" or "non-command-sponsored by the service member" whose presence is without endorsement of the appropriate authority. Depending upon individual Status of Forces Agreements, United States statutes, DoD policy, or military service regulations, these family members may not be entitled to or may be denied access to certain family member support facilities.

10. Permanent Change of Assignment (PCA). A reassignment by HQMC between two Monitored Command Codes (MCC) at the same PDS when the authority to transport HHG or the entitlement to travel payment does not exist. An example would be the transfer of a Marine from the 2d Marine Division to MCB Camp Lejeune, which are both located at the PDS of Marine Corps Base Camp Lejeune, NC.

11. Permanent Change of Station (PCS). The reassignment by HQMC of a Marine from one PDS to another; includes the assignment from home or from the place from which ordered to active duty, to first station upon appointment, call to active duty, enlistment, or induction and from last duty station to home or to the place from which the Marine entered the service, placement upon the temporary disability retired list release from active duty, or retirement. It also includes a duly authorized change in homeport of a vessel or mobile unit. A PCS may either be fully-funded (movement of HHG is authorized), or low-cost / No-Cost (anticipated travel and transportation costs are $0.00 and movement of family members and HHG is not anticipated).

12. Reassignment. A personnel movement/transfer by HQMC between commands/units/MCCs/PDSs at the same PDS, between commands/units/MCCs at PDSs within proximity/short distance/vicinity of each other, or between commands/units/MCCs/PDSs that are geographically distant from each other. It may be accomplished by either PCA, low-cost PCSOs, or fully funded PCSO.

13. Tour Conversion. The change from a dependent-restricted OCONUS or accompanied OCONUS tour to an accompanied OCONUS or dependent-restricted OCONUS tour, respectively. (See reference (f) for specific policy regarding tour conversions.)

14. Unaccompanied Tour (Unrestricted Duty Station). An OCONUS tour where the Marine is afforded an accompanied tour yet elects not to have his/her dependents accompany him/her.
a. A Marine is entitled to move dependents acquired prior to the effective date of PCSO, at government expense, to a designated place in CONUS. A Marine is not entitled to move dependents acquired after the effective date of PCSO at government expense to a designated place. Designated place moves to overseas locations for foreign-born spouses (spouse’s native country) are authorized only when the Marine is initially ordered to a dependent-restricted OCONUS tour. It is not authorized if the Marine elects an unaccompanied tour when an accompanied tour is authorized. As an alternative to moving dependents to a designated place, a Marine may leave his/her dependents at the last place moved at government expense prior to the Marine’s reassignment to the overseas PDS. CMC (MMIB-3) maintains final approval authority on all designated place move requests.

b. If a Marine with dependents elects an unaccompanied tour when an accompanied tour is authorized, there is no entitlement to FSA.

15. **Low Cost Move.** A reassignment to a new PDS within close proximity of the previous PDS. For purposes of this policy, the two PDS must be within 50 miles or less of each other. The distance is measured from the front gate of the old PDS to the front gate of the new PDS and is calculated by using the DTOD. Where the Marine resides in relation to the PDS is not a factor in this calculation. These orders are at no cost to the government, do not authorize HHG transportation at government expense, and the entitlement to travel payment does not exist.
Amplifying Examples

1. The examples stated below have been simplified. A Marine’s unique situation may result in a different determination based on the specific facts articulated in the case presented. Allowances authorized are based on the actual circumstances of each case.

2. Home-Basing: Under a home-basing scenario these rates may be payable:
   
   a. Marine does not relocate dependents at government expense incident to a dependent-restricted tour.
      - Fully-funded PCS to Pentagon = Arlington, VA BAH rate
      - Dependent Restricted PCS to Naval Support Activity (NSA) Bahrain = Arlington, VA BAH rate
      - Fully-funded PCS to MCB Quantico = Arlington, VA BAH rate

   b. If a Marine relocates his/her dependents at government expense incident to a dependent-restricted OCONUS tour, the MHA BAH rate will reset to/be based on the member’s new PDS location, regardless of dependent location. The following examples apply.
      
      (1) Short Distance (proximity) Move Not Incident to PCS. If the Marine is authorized a short distance move as defined in reference (a) and executes HHG transportation at government expense, the rates payable are:
         - Fully-funded PCS to Pentagon = Arlington, VA BAH rate
         - Unaccompanied PCS to NSA Bahrain = Arlington, VA BAH rate
         - Fully-funded PCS to MCB Quantico = Arlington, VA BAH rate
         - Short Distance HHG Move at government expense = Quantico, VA BAH rate

      (2) HHG Transportation Incident to PCSO. If a Marine in receipt of dependent-restricted OCONUS PCSO elects to move his/her dependents and executes a HHG transportation at government expense to a designated place within proximity of the previous or follow-on PCS the BAH will be set to Marine’s new PDS upon his/her return from the dependent-restricted OCONUS tour. The example below shows the rates payable based on the scenario outlined:
         - Fully-funded PCS to Pentagon = Arlington, VA BAH rate
         - Unaccompanied PCS to NSA Bahrain in conjunction with dependent HHG Move at government expense to Designated Place = Depn Location BAH rate
         - Fully-funded PCS to MCB Quantico, VA (with or without add’l HHG move at government expense) = Quantico, VA BAH rate

3. ERD Situations. The example below shows the rates payable upon an approval of an ERD:
   
   - Dependents approved for an ERD by CMC to City/State, e.g., Stafford, VA = City/State (Stafford, VA) BAH. The CMC authorized dependent zip code location will be used for unit diary purposes.
4. BAH Waivers: The following examples apply:

   a. BAH PME Waiver: A Marine who is assigned to Command and Staff College (CSC) for 11 months is subsequently selected for the follow-on School of Advanced Warfighting (SAW) for 11 months. The Marine may request a waiver extension and may receive favorable endorsement to continue to retain BAH at the previous dependent duty station location during the following 11 month course of instruction.

      - Fully-funded PCS to MCB Quantico = Quantico, VA BAH rate
      - Fully-funded PCS to MCB Quantico = Higher BAH rate can be authorized for the Last PDS of Dependents because CSC was school of fewer than 12 months. Since Marine was subsequently selected for SAW (which is also a school of fewer than 12 months), after arrival for the CSC course member may retain BAH of last PDS dependents moved at government expense.

   b. Low-High-Low: A Marine is not authorized to retain the higher BAH rate when he/she makes a decision to relocate HHG at personal expense to the higher BAH MHA in a Low-High-Low situation as follows:

      - Fully-funded PCS to MCB Quantico = Quantico, VA BAH rate
      - Low-cost PCS to Pentagon = Arlington, VA BAH rate
      - Low-cost PCS to MCB Quantico = Quantico, VA BAH rate

      If the new annual BAH rates result in a higher BAH rate for the last duty station to which transportation of HHG at government expense was authorized, compared to the current duty station, the Marine will not be authorized a BAH waiver to retain the previous station rate as follows:

      - Fully-funded PCS to Camp Pendleton = Pendleton, CA BAH rate
      - Low-cost PCS to San Diego MCRD = San Diego, CA BAH (higher BAH rate)
      - Pendleton BAH increases above San Diego BAH = San Diego, CA BAH rate retained because Marine did not request to retain Camp Pendleton, CA BAH when he/she executed low cost PCS orders to San Diego