

MILPERSMAN 1050-082

COMPUTATION OF LEAVE - EXAMPLES OF CHARGING LEAVE, PROCEED, AND TRAVEL TIME

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Governing Directive	DFAS-DJMS Procedures Training Guide (DFAS PTG), Part 1, Chapter 4
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1. **Examples.** Five examples are provided illustrating the computation of leave and then how it is charged, together with proceed and travel time, during permanent change of station (PCS).

Example 1

On 1 December the member was detached for PCS transfer from Washington, D.C. to shore duty in San Francisco, California.

On 21 December the member reported to duty station in San Francisco.

EVENT	EVENT DATE	
Detach old permanent duty station (PDS)	1 December	
Report new PDS	21 December	
COMPUTATION		NUMBER OF DAYS
Total elapsed time		20
Travel time allowed		9
Proceed time allowed		0
Travel + proceed time		9
Leave (remaining time)		11
TYPE CHARGED	PERIOD CHARGED	NUMBER OF DAYS
Date detached leave	1-11 December	11
Travel time	12-20 December	9
Date Reported (day of duty)	21 December	

Example 2

On 21 April unaccompanied member detached from Navy Recruiting Station, Norfolk, VA, under PCS orders to NAS, Agana, Guam, M.I., to report to port of embarkation (POE) not later than 0800, 11 May.

On 11 May member reported at 0750 to POE, Travis, AFB, CA, for Government air transportation to Guam. Delayed in Hawaii awaiting further transportation.

On 15 May member arrived NAS, Agana.

EVENT	EVENT DATE	
Detach old PDS	21 April	
Report POE	11 May	
Report new PDS	15 May	
COMPUTATION		NUMBER OF DAYS
Total elapsed time		24
Travel time allowed IN continental United States (CONUS)		1
Travel time allowed OUT CONUS. See NOTE below.		5
Proceed time		4
Travel + proceed time		10
Leave (remaining time)		14
TYPE CHARGE	PERIOD CHARGED	NUMBER OF DAYS
Date detached - Leave	21 April - 4 May	14
Proceed time	5 - 8 May	4
Travel time	9 -14 May	6
Day Reported (day of duty)	15 May	

NOTE: Computed from date of reporting to POE IN CONUS through day of reporting at port of debarkation (POD) in the overseas station. Includes authorized delay awaiting transportation. When computing travel over the International Date Line, consider only calendar days, not actual days.

Example 3

On 3 June member detached from duty station in the Republic of the Philippines under PCS orders to USS SAIL, in port at San Diego, CA.

Authorized 10 days delay in reporting to count as leave and reporting to ship not later than 20 June.

Reported for Government air transportation to CONUS same date. Leave taken IN CONUS.

On 4 June member arrived at POD, Travis Air Force Base, CA.

EVENT	EVENT DATE	
Detach old PDS	3 June	
Report POE	3 June	
Report POD	4 June	
Report ship	20 June	
COMPUTATION		NUMBER OF DAYS
Total elapsed time		16
Travel time allowed OUT CONUS. See NOTE below.		2
Travel time allowed IN CONUS		1
Proceed time		4
Travel + proceed time		7
Leave (remaining time)		9
TYPE CHARGE	PERIOD CHARGED	NUMBER OF DAYS
Date detached (day of leave)	3 June	
Leave	3 - 11 June	9
Proceed time	12 - 16 June	4
Travel time	17 - 19 June	3
Day Reported (day of duty)	20 June	

NOTE: Computed from day of reporting to POE in the Philippines through day of arrival at POD IN CONUS. When computing travel over the International Date Line, consider only calendar days, not actual days.

Example 4

On 23 July an unaccompanied member detached from duty station in Japan under PCS orders to Naval Shipyard, Boston, MA.

Member was authorized 30 days delay in reporting, to count as leave, and to report to new duty station not later than 6 September. Leave taken in CONUS and OUT CONUS.

During period of 24 July - 1 August the member was on leave in Japan.

On 2 August the member reported for Government air transportation to CONUS.

During period of 3 - 9 August the member was on leave in Hawaii.

On 10 August member arrived at POD, San Francisco, CA.

EVENT	EVENT DATE	
Detach old PDS	23 July	
Report POE	2 August	
Report POD	10 August	
Report new PDS	6 September	
COMPUTATION		NUMBER OF DAYS
Total elapsed time		45
Constructive travel time allowed OUT CONUS. See NOTE below.		2
Travel time allowed IN CONUS		10
Proceed time allowed		4
Travel + proceed time		16
Leave (remaining time)		29
TYPE CHARGE	PERIOD CHARGED	NUMBER OF DAYS
Date detached - Leave	23 July - 20 August	29
Proceed time	21-24 August	4
Travel time	25 August - 5 September	12
Date Reported (day of duty)	6 September	

NOTE: For deriving constructive travel time, see MILPERSMAN 1320-80.

Example 5

On 1 August an unaccompanied member detached under PCS orders from Naval Support Activity, Naples, Italy, to Naval Submarine Base, New London, CT.

The member was granted 30 days delay in reporting to count as leave, 4 days proceed time, and 2 days travel time, to report NLT 2400, 6 September.

On 1 August the member arrived at POD, McGuire AFB, NJ.

On 5 September the member reported to Naval Submarine Base, New London, CT, at 2300 hours.

EVENT	EVENT DATE	
Detach old PDS	1 August	
Report POD	1 August	
Report new PDS	5 September	
COMPUTATION		NUMBER OF DAYS
Total elapsed time		35
Travel time allowed OUT CONUS		1
Travel time allowed IN CONUS		1
Proceed time allowed		4
Travel + proceed time		6
Leave (remaining time)		29
TYPE CHARGE	PERIOD CHARGED	NUMBER OF DAYS
Date detached OUT CONUS and arrived IN CONUS (day of leave)	1 August	
Leave	1 - 29 August	29
Proceed time	30 August - 2 September	4
Travel time	3 - 4 September	2
Date Reported (day of duty)	5 September	