

## MILPERSMAN 1300-120

### PERMANENT CHANGE OF STATION (PCS) ENTITLEMENT POLICY - ISSUING CHANGE OF HOMEPORT CERTIFICATES

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<b>References</b>	(a) Joint Federal Travel Regulations (JFTR)
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1. **Policy.** The change of homeport of a ship, mobile unit, or afloat staff is a permanent change of station (PCS), except for Service member travel. The commanding officer may issue a change of homeport/PDS certificate. For sample format see MILPERSMAN 1306-1800.

2. **Restrictions on Issue of Homeport Change Certificates.**  
 Table below contains the restrictions to issuance of a homeport change certificate:

WHEN...	THEN...	AND ALSO SEE...
the member is entitled to and plans to ship household goods (HHG) or a privately owned vehicle (POV) incident to the change,	the member will be issued a change of homeport certificate.	
the member has been issued, or expects to be issued PCS orders,	the member will not be issued a change of homeport certificate.	
the member has less than 90 days obligated service remaining on the effective date of homeport change,	the member will not be issued a change of homeport certificate. Separation or relief from active duty orders may be issued immediately.	
the member's service can be spared,	the member will be transferred for separation.	

WHEN...	THEN...	AND ALSO SEE...
the member's service cannot be spared,	the member will be required to accompany the ship/staff to the new homeport/PDS,	MILPERSMAN 1910-102 and MILPERSMAN 1306-1800 for authorization for early separation of enlisted personnel due to homeport change.
the member extends the present enlistment or reenlists prior to being detached from the unit and other criteria, such as non receipt of orders, are met,	a change of homeport certificate can be issued.	
the member has the official homeport change notification authorizing the member to proceed to the old homeport and then to the new homeport when necessary to assist in the movement of dependents, shipment of HHG, or to bring the member's privately owned conveyance (POC) to the new homeport,	the commanding officer may issue a PCS travel authorization,	reference (a), paragraph U5120-F.  Also see <b>NOTE 1</b> below.
the member is permanently assigned aboard a ship, whose homeport is changed to the port of overhaul or inactivation,	the member may elect periodic travel between the overhaul port and former homeport instead of PCS entitlements,	reference (a), paragraph U7115. .  Also see <b>NOTES 2 and 3</b> below.
the initial assignment of a homeport is made, i.e., when the ship is placed in commission,	the commanding officer of a pre-commissioning unit may not issue a homeport change certificate. Instead, PCS orders must be issued.	

**NOTE 1:** This also applies to a newly commissioned ship when the ship's homeport is different from the member's old PDS.

**NOTE 2:** Periodic travel accrues under reference (a) and also applies to a ship that is undergoing overhaul or inactivation at a place other than its homeport, that is, the homeport is not changed.

**NOTE 3:** Periodic travel entitlements may only be provided to Service members whose dependents reside in the reasonable commuting area of the former homeport. The entitlement applies to all Service members who have dependents within the reasonable commuting area of the former homeport. The former homeport need not be specified as the ship's homeport on the Service member's orders. Instead of member travel, dependents may travel to the overhaul or inactivation port with limited reimbursement. See reference (a), paragraph U5222.