

## MILPERSMAN 1320-210

### PERMISSIVE TEMPORARY DUTY (PTDY) FOR HOUSE HUNTING

<b>Responsible Office</b>	OPNAV (N130)	Phone: DSN COM	664-5476 (703) 604-5476
		E-mail:	<a href="mailto:NXAG N130C@navy.mil">NXAG N130C@navy.mil</a>

<b>MyNavy Career Center</b>	Phone: Toll Free E-mail: MyNavy Portal:	1-833-330-MNCC (6622) <a href="mailto:askmncc.fct@navy.mil">askmncc.fct@navy.mil</a> <a href="https://my.navy.mil/">https://my.navy.mil/</a>
-----------------------------	---	--

<b>References</b>	(a) DoD Instruction 1327.06 of 16 June 2009 (b) Joint Travel Regulations (c) OPNAVINST 4650.17A (d) DoD Instruction 4515.13 of 22 January 2016
-------------------	---

1. **Purpose**. The intent of house hunting permissive temporary duty (PTDY) authorization, as stated in reference (a), is to permit Service members time away from their present permanent duty station (PDS) geographical area to establish housing:

a. Within the area of the new PDS.

b. At a designated place, when movement of dependents to a designated place is authorized under reference (b), paragraph 050814-D.

2. **General Policy**. Commanding officers (COs) are authorized to issue PTDY orders for the purpose of house hunting upon receipt of permanent change of station (PCS) orders.

a. PTDY may be authorized for up to 5 normal work days prior to execution of a PCS move. The 5 normal work days can be any work days prior to checking out from the command as long as PCS orders have been issued.

b. PTDY may be authorized after reporting to the gaining command when government quarters are not immediately available or, if available, are not required to be occupied at the gaining command.

c. This PTDY period may be extended to a total of 10 calendar days, when combined with weekends, holidays, and liberty.

3. **Eligibility**. Service members eligible for PTDY under this article are those receiving PCS orders and are authorized to occupy non-government quarters at their new PDS or are assigned to:

a. Unusually arduous sea duty (reference (c)).

b. Unaccompanied tours overseas, who wish to relocate their families to a designated place within the continental United States (CONUS), or an approved designated place outside CONUS under reference (b), paragraph 050814.D.

c. A vessel, a ship-based staff, or an afloat-based mobile unit which has a change of homeport.

d. A shore-based mobile unit which has a change of PDS location.

4. **Specific Policy**

a. Normally, one house hunting PTDY is authorized per PCS move. The CO of CONUS activities, afloat units, ship-based staffs, and mobile units when in CONUS, may authorize an additional house hunting authorization in CONUS.

b. When two house hunting periods are authorized, a total of 10 calendar days, consisting of 5 normal workdays combined with weekends, holidays, and liberty, will not be exceeded for both PTDY periods.

c. PTDY may not be combined with PCS funded, or temporary duty (TDY) travel, except as detailed in paragraph 5 below.

5. **Combining Funded TDY and PTDY**. If authorized by the CO, a Service member in receipt of PCS orders may combine unit-funded TDY orders and house hunting PTDY. When this occurs the following applies:

a. Any transoceanic or international portion of the journey must be performed under the unit-funded TDY orders.

b. Permissive travel may be taken before or after arrival at the unit-funded TDY site.

c. Unit-funded TDY orders will not be issued solely to fund transoceanic or international portion of the journey of house hunting trip.

d. Overseas Service member must return to the old PDS upon completion of unit funded TDY orders/house hunting PTDY prior to execution of the PCS orders.

e. While executing PTDY from the unit funded TDY site, any additional costs incurred, other than transportation for return from the unit funded TDY site to the old PDS, are the responsibility of the member.

f. If a member is unable to utilize PTDY at the old PDS, or member's orders are modified to change the ultimate PDS, member may be authorized by an intermediate temporary duty station CO to take house hunting PTDY. The member must execute the PTDY at no cost to Bureau of Naval Personnel or the intermediate duty station, and must return to the intermediate duty station prior to resuming execution of the PCS orders. The member will not be authorized travel allowances for intermediate duty stations while conducting house hunting PTDY.

#### 6. Overseas Travel Policy

a. Reference (d) allows an overseas Service member and dependents to travel with the member utilizing space available, category III, when PTDY is granted for the sole purpose of house hunting incident to a pending PCS.

b. In no case may the dependent travel at government expense with the overseas Service member, who is traveling under combined funded official TDY orders and house hunting PTDY.

c. Funded TDY orders, written to provide a house hunting PTDY trip for an overseas Service member, must always:

(1) specify the exact dates of funded TDY and permissive TDY periods authorized and

(2) also contain the clause specified in the "Funded TDY Order Clause" paragraph below.

7. **Funded TDY Order Clause**

"This permissive TDY (PTDY) authorization, combined with funded TDY orders, is issued with the understanding you will not be entitled to reimbursement for any travel, transportation, per diem, or miscellaneous expenses incurred in execution of the PTDY period authorized while away from the funded TDY site. You are entitled to travel and transportation allowances per Joint Travel Regulations, between the old PDS and funded TDY site and return to old PDS.

If you do not desire to bear the expenses personally incurred during the PTDY portion authorized, you may choose not to execute the PTDY portion of these orders."

8. **PTDY and Leave**. PTDY may be combined with leave.

9. **Change in New PDS**. If the new PDS is changed after the member's house hunting PTDY, an additional PTDY period may be authorized at the discretion of the transferring, intermediate, or receiving command. The PTDY period may not be taken between PDS or TDY commands.

10. **Travel and Transportation Cost Policy**. All travel and transportation costs associated with the house hunting PTDY must be borne by the Service member.

a. PTDY authorizations must indicate the member is not entitled to reimbursement for any associated costs.

b. Time spent awaiting government transportation, following the authorized TDY period, is chargeable as leave.

c. If government transportation is unavailable, Service members must travel at their own expense and must return to the command by the expiration of the authorized TDY and leave period.

11. **PTDY Policy at New PDS**. Authorizations for house hunting PTDY will not be permitted as part of funded official orders, except as described in the "Policy Exception" paragraph above.

a. PTDY for house hunting is not authorized between either PDS or intermediate duty stations during the Service member's execution of PCS orders. (Per subparagraph 5f of this article, the member must return to the intermediate duty station prior to resuming execution of the PCS orders).

b. If the Service member does not perform the house hunting PTDY prior to reporting to the new PDS, the house hunting PTDY period may be authorized by the CO of the new PDS up to 90 days after the Service member reports for duty. This period may be extended if the member is TDY away from the PDS or the member's command is deployed during the 90 days after the member reported to the PDS.

c. The CO at the new PDS may authorize special liberty for the purpose of locating quarters, per [MILPERSMAN 1050-290](#), in lieu of a house hunting PTDY authorization.

12. **Members Not Eligible for PTDY**

a. For purposes of this article, PTDY for house hunting is **not** authorized for Service members who are:

(1)	New accessions to active duty. This applies to Sailors who have not reported to their first PDS. See reference (b), appendix A, for definition of PDS.
(2)	Being voluntarily released from active duty.
(3)	Retiring. ( <b>NOTE:</b> Retiring and involuntary separation members may be authorized PTDY for house/job hunting.) See <a href="#">MILPERSMAN 1320-220</a> .
(4)	Being voluntarily released from active duty after participating in the Skillbridge Program. See (3) above for members retiring or separating involuntarily after Skillbridge.
(5)	Receiving PCS orders to continue medical treatment.
(6)	Transferred overseas-to-overseas, when dependents must vacate government quarters, but remain at or in the vicinity of the former overseas PDS.
(7)	Required to occupy government quarters at their new PDS.
(8)	Transferred within the local area as defined by the following criteria:  (a) both the old and the new PDSs are located within the corporate limits of the same city or town, and or  (b) the Service member will continue to commute between the current residence and the new PDS, and or  (c) the CO determines the home and the new PDS are located within reasonable commuting distance of each other and the duty involved does not require the member to relocate.
(9)	Have already established housing in the new PDS geographical area.

(10)	Relocating dependents, presently located within the old PDS geographical area, to another location within the old PDS geographical area.
------	--

b. **Definition of "Geographical Area"**. For the purpose of this article, a PDS **geographical area** is the corporate limits of a city or town where the PDS is located and ordinarily serviced by the same local transportation system, where Service members could reasonably commute daily from home to a PDS.