



DEPARTMENT OF THE NAVY  
OFFICE OF THE CHIEF OF NAVAL OPERATIONS  
2000 NAVY PENTAGON  
WASHINGTON DC 20350-2000

10 Jan 20

MEMORANDUM

From: Deputy Chief of Naval Operations (Manpower, Personnel, Training and Education) (N1)  
To: Military Pay and Compensation Branch (OPNAV N130)

Subj: ADVANCE AND DELAYED DEPENDENT TRAVEL FOR SAILORS WITH  
DEPENDENTS WHO ARE EXECUTING PERMANENT CHANGE OF STATION  
ORDERS WITHIN THE UNITED STATES

Ref: (a) Joint Travel Regulations  
(b) ASN (M&RA) memo of 23 Apr 19  
(c) DCNO (N1) memo of 24 Apr 18

1. In line with references (a) and (b), members in receipt of permanent change of station (PCS) orders may be approved for advanced or delayed dependent travel for up to six months when executing PCS orders within the United States. For the purposes of this document, the date of PCS is the date a member leaves the current permanent duty station (PDS) and within the United States refers to moves that originate and end in the Continental United States, Alaska and Hawaii.

2. Members in receipt of PCS orders who, at the time of PCS, have any of the following categories of dependents, may request to execute advanced dependent travel (ADT) to the ultimate PDS or delayed dependent travel (DDT) from the detaching PDS or previously authorized designated place. DDT or ADT for up to 180 days may be requested for:

a. A spouse who is gainfully employed (defined as earning compensation for full-time work) or enrolled in a degree, certificate or license granting program. DDT will not be approved for a spouse that starts a new job or enrolls in a program less than six months from the PCS date unless the receipt of orders is less than six months from the PCS date, and they were enrolled at the time orders were received.

b. Dependents that will be attending an elementary or secondary school (K-12) at the time of PCS. This only applies if children were attending school 180 days from the PCS date unless approved by the Secretarial process pursuant to paragraph 3. The authorization of reference (c) is not affected by this memo.

c. Dependents enrolled in the Exceptional Family Member Program (EFMP).

d. A dependent is caring for an immediate family member (defined as a spouse, parent, or child) with a chronic or long-term illness. This only applies if the dependent is caring for the

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immediate family member 180 days from the PCS date unless approved by the Secretarial process pursuant to paragraph 3.

3. For the conditions above, the default relocation period is 180 days before the PCS date and 180 days after the PCS. This period can be shortened or lengthened by the Secretarial process on a case by case basis. Any DDT authorized under the provisions of this letter will terminate 21 days after the dependents no longer fall under any of the categories. ADT and/or DDT approved under this memo shall not exceed 180 days. Combining multiple categories is not authorized.

4. Under ADT or DDT, members will only receive one housing allowance. The Secretarial process will determine what location this housing allowance will be based on in accordance with reference (a). Members/dependents may be assigned government quarters if available, but may not displace a member/dependent such housing.

5. All requests made under this memo will be submitted to Commander, Navy Personnel Command, Distribution Policy and Procedures Branch. Requests must contain supporting documentation including proof of employment, EFMP enrollment, educational enrollment or medical care of dependents as appropriate. Military Pay and Compensation Branch will serve as the ultimate authority for appeals. The number of requests and approvals must be tracked in order to comply with an annual report mandated by the Office of the Secretary of Defense.

6. This memorandum has been reviewed by the Per Diem, Travel and Transportation Allowance Committee (PDTATAC) staff and is in line with DoD Instruction 5154.31, Volume 5, of 8 October 2015, as PDTATAC Case RR 18014.

  
JOHN B. NOWELL, JR

Copy to:  
OPNAV (N13)  
COMNAVPERSCOM (PERS-451)