



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 OUTSIDE 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 180 days when executing PCS orders outside the U.S. For the purposes of this document, the date of PCS is the date a member leaves the current permanent duty station (PDS) and outside the United States refers to moves that originate or end outside the Continental U.S., Alaska or Hawaii.

2. Members in receipt of PCS orders who, at time of PCS, have any of the following categories of dependents, may request to execute advanced dependent travel (ADT) or delayed dependent travel (DDT) if the ADT or DDT location of the dependents is the Continental U.S., Alaska or Hawaii. 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. However, the restriction in paragraph 5 below applies. The DDT authorization of reference (c) is not affected by this memo.

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

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

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 approval authority

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established through the Secretarial process on a case by case basis. ADT and/or DDT approved under this memo shall normally not exceed 180 days. Combining multiple categories is not authorized.

4. Additionally, for members who execute orders to or from a ship homeported outside the United States that will be on deployment at the time of PCS, ADT may be requested to allow the dependents to leave the PDS up to 30 days before the deployment or DDT may be requested to allow the dependents to remain at the previous PDS (or designated place) up to 30 days after the deployment.

5. Under normal circumstances, due to command sponsorship and security issues, dependents will not normally be approved for ADT or DDT where the dependents would be at a PDS outside the United States without the member. In circumstances where ADT or DDT at a PDS outside the United States is approved, this approval does not guarantee Continued Logistics Support, Command Sponsorship, or protection under a Status of Forces Agreement. These must be received from the Area Commander.

6. Under ADT or DDT, members will only receive one housing allowance. The approval authority established through the Secretarial process will determine what location this housing allowance will be in line with reference (a). Members/dependents may be assigned government quarters if available, but may not displace a member/dependent at such housing.

7. 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 (OPNAV N130) will serve as the ultimate authority for appeals. The number of requests and approvals must be tracked for future data calls.

8. 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 (Commercial Travel Management), Volume 5, of 8 October 2015, as PDTATAC Case RR 18013.

  
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