



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

31 Jan 24

MEMORANDUM

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

Subj: DELEGATION OF AUTHORITY TO ADJUDICATE ADVANCE AND DELAYED  
DEPENDENT TRAVEL FOR SAILORS WITH DEPENDENTS WHO ARE  
EXECUTING PERMANENT CHANGE OF STATION ORDERS OUTSIDE THE  
UNITED STATES CLARIFICATION

Ref: (a) DCNO (N1) memo of 10 Jan 20 (ADT/DDT for PCS outside the U.S.)  
(b) Joint Travel Regulations  
(c) ASN (M&RA) memo of 23 Apr 19  
(d) DCNO (N1) memo of 24 Apr 18

1. This memo cancels reference (a).
2. In line with references (b) and (c), 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. Commander, Navy Personnel Command, Distribution Policy and Procedures Branch (COMNAVPERS PERS-451) is delegated authority to adjudicate requests for advanced or delayed dependent travel. The Military Pay and Compensation Branch (OPNAV N130) is delegated authority to adjudicate appeals of COMNAVPERS PERS-451 determinations. Additionally, OPNAV N130 is delegated authority to approve Advanced Dependent Travel (ADT) or Delayed Dependent Travel (DDT) for dependents at locations outside of the U.S. without the member on a case-by-case basis.
3. 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 U.S. refers to moves that originate or end outside the Continental U.S., Alaska, or Hawaii.
4. Members in receipt of PCS orders who, at time of PCS, have any of the following categories of dependents, may request to execute ADT or 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.

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b. Dependents that will be attending an elementary or secondary school (K-12) at the time of PCS. However, the restriction in paragraph 6 below applies. The DDT authorization of reference (d) 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.

5. 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 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.

6. Additionally, for members who execute orders to or from a ship homeported outside the U.S. 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.

7. 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 U.S. without the member. In circumstances where ADT or DDT at a PDS outside the U.S. 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.

8. 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 (b). Members/dependents may be assigned government quarters if available but may not displace a member/dependent at such housing.

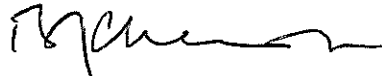
9. All requests made under this memo will be submitted to COMNAVPERS PERS-451. Requests must contain supporting documentation including proof of employment, EFMP enrollment, educational enrollment or medical care of dependents as appropriate. OPNAV N130 will serve as the ultimate authority for appeals. The number of requests and approvals must be tracked for future data calls.

10. Requests to OPNAV N130 for ADT or DDT for dependents at locations outside of the U.S. without the member must meet the requirements of paragraph 3 of this reference along with sufficient supporting documentation that justifies entitlements for their dependent(s) at a location outside of the U.S. without the Service Member present.

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11. OPNAV N130's delegated authority may be further delegated to the Section Head for Pay and Allowances Policy (OPNAV N130C). No further delegation is permitted.

12. This delegation is effective immediately and expires when revoked or superseded.



R. J. CHEESEMAN, JR

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