



Unclassified

Station Allowances

- Instructor Introduction
- Administrative Notes

Revision: Mar2026

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Disclaimer



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This Lesson is Unclassified

These slides are for “TRAINING PURPOSES ONLY”.

Objectives



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In this lesson we will cover:

- Temporary Lodging Allowance (TLA)
- Overseas Cost of Living Allowance (O-COLA)
 - Overseas Housing Allowance(OHA)
 - Move-In Housing Allowance(MIHA)
- Basic Allowance Housing at Dependent's Location



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Overseas Housing Allowance (OHA)

Overseas Housing Allowance



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The Overseas Housing Program enables authorized Service members assigned to permanent duty overseas to lease privately-owned housing. The Overseas Housing Allowance (OHA) is a costreimbursement allowance and is designed to offset housing costs.

It includes three separate components:

- Rent
- Utilities/recurring maintenance
- Move-In Housing Allowance (MIHA).

FID 43 - Overseas Housing Allowance

REQUIREMENTS:

- A completed and signed DD Form 2367 (with housing and command endorsements).
- A lease agreement/verifiable purchase price.
- The reported housing must be the actual residence the member occupies.

NOTE: If a Service member is assigned on an unaccompanied tour or has a Secretarial waiver and authorized OHA for a dependent who lives separately, the reported housing must be the actual residence that the Service member's dependent occupies.

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Overseas Housing Allowance

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DD Form 2367 – OHA report Form.

Commanding Officer or CPPA/Certifying Officer with approve DD Form 577 must complete block 15 a-g.

CUI (when filled in)

INDIVIDUAL OVERSEAS HOUSING ALLOWANCE (OHA) REPORT (Read Privacy Act Statement, Warning, and Instructions on reverse before completion)			
PART A - SERVICE MEMBER IDENTIFICATION AND HOUSING INFORMATION			
1. NAME (Last, First, Middle Initial)		2. RESIDENCE ADDRESS (Street, Apt. No., City, Country)	
3. PAY GRADE	4. SOCIAL SECURITY NUMBER	5. EFFECTIVE DATE OF LEASE/RENTAL/SALE AGREEMENT (YYYYMMDD)	
6. DUTY STATION OR HOMEPORT a. DUTY STATION NAME b. CITY c. COUNTRY d. DUTY TELEPHONE NO.		7. IN WHAT CURRENCY IS YOUR RENT OR MORTGAGE PAID? (Select appropriate box) (See instructions on reverse side if you pay rent 3 or more months in advance.) a. LOCAL CURRENCY. Name of Currency: _____ b. US DOLLARS	
9. ARE YOU ENTITLED TO AN OVERSEAS COST-OF-LIVING ALLOWANCE OR OVERSEAS HOUSING ALLOWANCE FOR DEPENDENTS RESIDING ELSEWHERE? (Select one) ☐ YES (Specify location) _____ ☐ NO OR NOT APPLICABLE		8. IS YOUR RESIDENCE LEASED OR OWNED? (Select appropriate box) ENTER THE MONTHLY RENT AMOUNT OR PURCHASE PRICE IN THE CURRENCY SELECTED ABOVE. a. LEASED/RENTED Rent amount: _____ b. OWNED Purchase price (excluding closing costs, taxes, etc.): _____	
HOMEOWNERS, SKIP QUESTION 10 AND GO DIRECTLY TO QUESTION 11			
10. UTILITIES (Excluding telephone) (Select appropriate box) ☐ a. I SEPARATELY PAY FOR ALL UTILITIES. NONE ARE INCLUDED IN RENTAL/LEASE AGREEMENT WITH LANDLORD. ☐ b. I DO NOT SEPARATELY PAY FOR ANY UTILITIES (excluding telephone). ALL UTILITIES ARE INCLUDED IN RENTAL/LEASE AGREEMENT AND PAID BY LANDLORD. ☐ c. I SEPARATELY PAY FOR SOME UTILITIES (excluding telephone) AND SOME ARE INCLUDED IN RENTAL/LEASE AGREEMENT WITH LANDLORD. (Complete items (1) - (5) below indicating utilities/services of which your landlord provides the MAJORITY.) (1) ELECTRICITY ☐ (2) HEATING ☐ (3) AIR CONDITIONING (Select if window units are used and the landlord provides electricity.) ☐ (4) WATER OR SEWER ☐ (5) TRASH DISPOSAL ☐		11. TO DETERMINE IF YOU ARE A "SHARER" FOR HOUSING ALLOWANCE PURPOSES, SELECT THE APPROPRIATE BOX FOR EACH CATEGORY OF INDIVIDUAL OCCUPYING YOUR RESIDENCE. FOR EACH CATEGORY YOU SELECT, ENTER THE NUMBER REQUESTED IN THE BOX AT RIGHT, THEN RECORD THE TOTAL IN THE BOX AT THE BOTTOM. (NOTE: Do not count dependents unless covered by category c.) a. MYSELF ☐ 1 b. SPOUSE WHO IS ALSO A SERVICE MEMBER (Enter "1") ☐ c. SPOUSE OR OTHER DEPENDENT WHO IS A FEDERAL CIVILIAN EMPLOYEE ENTITLED TO LIVING QUARTERS ALLOWANCE (Enter number) ☐ d. OTHER SERVICE MEMBERS ENTITLED TO A HOUSING ALLOWANCE (Enter number) ☐ e. EXCLUDING DEPENDENTS, ANY OTHERS NOT COVERED ABOVE WHO PAY A PORTION OF THE RENT, MORTGAGE, AND/OR UTILITIES (Enter number) ☐ TOTAL (11a through 11e) (If result exceeds "1", you are considered a "sharer.") 1	
12. IF BOX 11 B. OR 11 D. IS MARKED, REPORT THEIR FULL NAME(S), SOCIAL SECURITY NUMBER(S) AND BRANCH OF SERVICE IN PART C "REMARKS" ON REVERSE.			
PART B - CERTIFICATIONS			
13. SERVICEMEMBER, I CERTIFY THAT: a. THE INFORMATION I HAVE REPORTED IS TRUE AND CORRECT. b. I WILL IMMEDIATELY INFORM MY COMMANDING OFFICER IF ANY CHANGES OCCUR TO THE INFORMATION I HAVE REPORTED. c. COPY OF MY HOUSING LEASE/RENTAL/SALE AGREEMENT (OR CERTIFICATION FROM LANDLORD) IS TRUE AND CORRECT, IF APPLICABLE. d. I HAVE READ THE OVERSEAS HOUSING ALLOWANCE BRIEFING SHEET PROVIDED BY MY COMMANDER OR AUTHORIZED REPRESENTATIVE, IF APPLICABLE. e. SIGNATURE _____ f. DATE SIGNED (YYYYMMDD) _____		14. HOUSING OFFICER OR APPROPRIATE OFFICIAL, I HAVE REVIEWED AND VERIFIED THE MEMBER'S LEASE/RENTAL/SALE AGREEMENT AND INFORMATION FROM IT WAS PROPERLY REPORTED. a. MIHA/MISCELLANEOUS PAYMENT AUTHORIZED? (Select one) (1) YES ☐ (2) NO ☐ IF YES, ENTITLEMENT IS: (a) INITIAL ☐ (b) SUBSEQUENT ☐ b. SIGNATURE _____ c. DATE SIGNED (YYYYMMDD) _____ d. TITLE _____	
15. CERTIFYING OFFICIAL, I HAVE REVIEWED THIS ACTION AND CERTIFY THE ENTITLEMENT. IF APPLICABLE TO THIS ACTION, MEMBER IS AWARE OF HIS/HER ENTITLEMENTS AND RESPONSIBILITY TO REPORT ANY CHANGES. a. HOUSING ALLOWANCE ACTION (Select one) (1) START ☐ (3) STOP ☐ (5) CANCEL* ☐ (2) CHANGE ☐ (4) CORRECT ☐ (6) REPORT* ☐ *FOR AIR FORCE USE ONLY b. MIHA/MISCELLANEOUS ENTITLEMENT (Select one) (1) INITIAL ☐ (2) SUBSEQUENT ☐ (3) NONE ☐ c. EFFECTIVE DATE OF ACTION (YYYYMMDD) _____ d. DOES MEMBER HAVE COMMAND-SPONSORED DEPENDENTS IN AREA OF PERMANENT DUTY STATION? (1) YES ☐ (2) NO ☐ e. SIGNATURE _____ f. TITLE _____ g. DATE SIGNED (YYYYMMDD) _____			

DD FORM 2367, JAN 2024
PREVIOUS EDITION IS OBSOLETE.

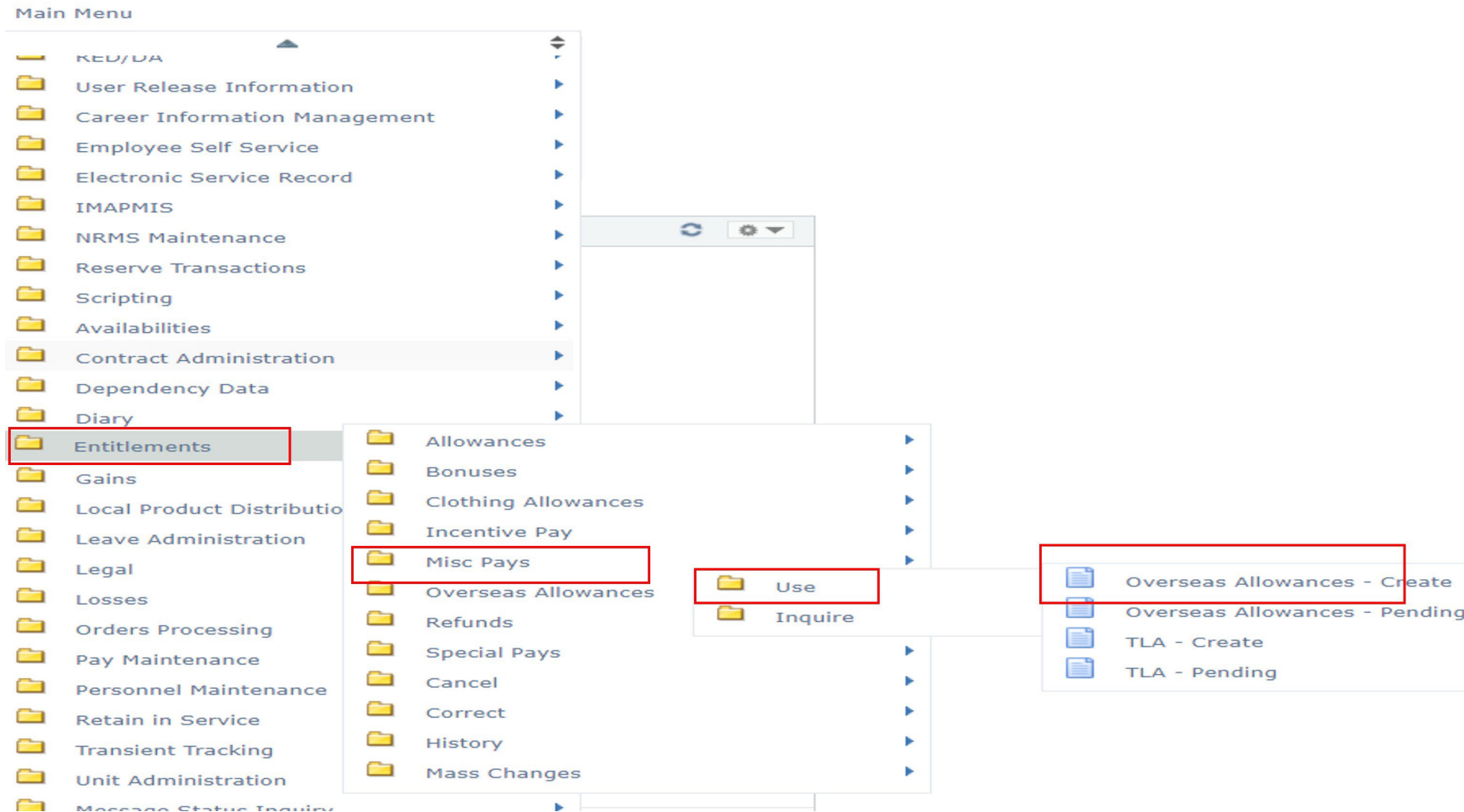
CUI (when filled in)

Controlled by: OUSD(P&R)
CUI Category: PRIVCY
LDC: PEDCON

Page 1 of 2
Reset

Overseas Housing Allowance

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OHA - - NSIPS Process



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NSIPS
NAVY STANDARD INTEGRATED PERSONNEL SYSTEM

OHA - Create

Active Overseas Allowance

Name: [REDACTED] Rank/Rate: [REDACTED] Current DSC: 100

Appr Inst: Appr Status: Pending Appr Action: [REDACTED] Comments

☒ OHA ☐ OCONUS COLA ☐ MIHA

Allowance Type: OHA Overseas Housing Allowance

☒ Start ☐ Stop ☐ Report ☐ Change

Effective Date: 02/10/2023

JFTR Location: IT055 NAPLES Rental Amount: 1500

JFTR Currency: IT

Housing Payment Status Code: R Renting Lease Agreement Date: 02/09/2023

Share Number: 1 Rent w/o Share Category Code: [REDACTED]

Accompanied Status Code: 1 Accompanied receiving BAQ/D Utility Indicators

Save Return to Search Notify

Select **Start**.

Enter in the
Effective Date.

Enter in the **JFTR
Location**. (Naples
Italy is **IT055**)

Enter **Rental
Amount**

Select **Overseas
Allowances**.

Reference Service Member's OHA Report Form (**DD Form 2367 – block 10**) for Utility Indicators. **Climate Codes can be found on DTMO – OHA Calculator**

ITALY

LOCATION: **NAPLES** , LOCATION CODE: **IT 0 5 5**
PAY PERIOD: 02-01-2025

For an E 5 with dependents, the Overseas Housing Allowances are as follows:

MONTHLY ALLOWANCES Effective: 20250201	LOCAL CURRENCY	US DOLLARS
OHA Rental Allowance	1500.00 EURO	\$ 1571.83
Utility/Recurring Maintenance Allowance	1474.00 EURO	\$ 1544.59
Move-In-Housing Allowance (MIHA)	519.00 EURO	\$ 543.85

Climate code is: **2**

Rate of Exchange (ROE): 0.95430000000009 / ROE Effective: 20250201

OHA – MMPA



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```
SSAN (OR CMD) ----- NEW REQ ? --- PRINT - NAME -----
(`X` TO EXIT, PF##, PB##)  PF8 OR ENTER - PAGE FORWARD PF7 - PAGE BACK
-- PERSONAL DATA - PRIVACY ACT OF 1974 --- CURRENT MMPA AS OF 24/01/25 --
                                                    01 OF 01

02 MJ:    LB:3800 LC:7111 SA:A SX:1 TK:170222 TU:260105 TH:260105
FIXED/OPEN/HISTORY
43 OHA*   ENTRY-OPEN-DT 240117 13 01 2  CNTRL-CODE 0  ACTN Z4  STAR 240116
ENTLMT-MM 1,442.78  ENTLMT 2,885.56  ENTLMT-NM 2,885.56  ACCOM 0  JTR-LCTN
IT055  RENT 1,350  CURR-CODE XZ  SHARE-NR 1  SHARE-CAT  RENT-STAT R
UTIL-IND-ELEC 3  UTIL-IND-HEAT 2  UTIL-IND-AIR 2  UTIL-IND-WATER 0
UTIL-IND-TRASH 0  CLOST-DEPN  RENT-LEASE 231207
** END OF INQUIRY.
```

The members start date should match the date on the lease.
Verify JTR location code, it should match COLA (FID 46).



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Move-In Housing Allowance(MIHA)

Move-In Housing Allowance



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MIHA partially defrays move-in costs associated with occupying privately leased quarters.

Types:

- MIHA/Miscellaneous.
- MIHA/Rent.
- MIHA/Security.
- MIHA/Infectious Diseases
- MIHA/Safety

(Description for each type on next slide)

FID 42 - Move In Housing Allowance

REQUIREMENTS:

- Service member must be eligible for OHA
- An eligible Service member is authorized MIHA for one dwelling during a tour at a PDS unless a Government-funded local move occurs.
- DD Form 2556 (MIHA Claim Form) must accompany MIHA/Rent and/or MIHA/Security related expenses.

Move-In Housing Allowance - Types



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1. **MIHA/Miscellaneous:** Up-front, lump sum payment that reflects average expenditures to make dwellings habitable (e.g. transformers, supplemental heating equipment, wardrobes, electricity connection).
2. **MIHA/Rent:** Dollar-for-dollar reimbursement that covers all reasonable rent-related expenses. These are fixed, one-time, nonrefundable charges levied on behalf of the landlord or a foreign government that the Service member must pay before or upon occupying a dwelling.
3. **MIHA/Security:** Dollar-for-dollar reimbursement made for security related enhancements to the physical dwelling when quarters must be modified to minimize exposure to terrorist or criminal threat.
4. **MIHA/Infectious Diseases.** This is a payment for reimbursement of reasonable expenses incurred by a Service member to upgrade their physical dwelling for the purpose of preventing infectious disease (for example, window screens to reduce mosquito-transmitted disease). The Service member must be in a designated MIHA/Infectious Disease location for payment to be authorized.
5. **MIHA/Safety.** This is a payment for reimbursement of reasonable expenses incurred by a Service member for safety-related upgrades to a dwelling. The member must be assigned to an approved area where members must abide by safety requirements in the **State Department's 15 Foreign Affairs Manual 971.1**. The member must be in a designated MIHA/Safety location for payment to be authorized.

Move-In Housing Allowance



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CUI (when filled in)

MOVE-IN HOUSING ALLOWANCE CLAIM FOR PERSONNEL OCCUPYING PRIVATELY LEASED/OWNED QUARTERS OVERSEAS (Read Privacy Act Statement, Warning, and Instructions on reverse before completion)				
PART A - SERVICE MEMBER IDENTIFICATION AND HOUSING INFORMATION				
1. NAME (Last, First, Middle Initial)		2. PAY GRADE	3. SOCIAL SECURITY NUMBER	
4. DUTY STATION OR HOMEPORT a. DUTY STATION NAME		b. LOCATION CODE (Official Use)	5. RESIDENCE ADDRESS (Street, Apt. No., City, Country)	
c. CITY	d. COUNTRY	e. DUTY TELEPHONE NO.		
PARTS B - E - EXPENSES ASSOCIATED WITH OCCUPYING RENTED/OWNED QUARTERS				
a. EXPENSE ITEMS (List all expense items in Parts B - E below. Enter "None" if appropriate. If a sharer, only one sharer may report an expense item. Report all amounts in dollars and cents. Refer to the DoD Move-in Housing Allowance (MIHA) Process Guide to determine what can and cannot be reported.)		b. AMOUNT CLAIMED (If payment made in foreign currency, convert to dollars at actual conversion rate.)	c. AMOUNT ALLOWED (If certifier excludes any amount, provide explanation on separate sheet.) (Official Use)	
PART B - RENT-RELATED EXPENSES (Not applicable to homeowners)				
6. PART B SUBTOTAL (Official Use)				
PART C - SECURITY-RELATED EXPENSES (Allowed only in selected areas. See DoD MIHA Process Guide)				
7. PART C SUBTOTAL (Official Use)				
PART D - INFECTIOUS DISEASE-RELATED EXPENSES (Allowed only in selected areas. See DoD MIHA Process Guide)				
8. PART D SUBTOTAL (Official Use)				
PART E - SAFETY-RELATED EXPENSES (Allowed only in selected areas. See DoD MIHA Process Guide)				
9. PART E SUBTOTAL (Official Use)				
PART F - REIMBURSEMENT TO MEMBER (Official use only. Service member - skip to Part G)				
10. AMOUNT FROM LINE 6				
11. AMOUNT FROM LINE 7				
12. AMOUNT FROM LINE 8				
13. AMOUNT FROM LINE 9				
14. AMOUNT DUE MEMBER (Sum of Lines 10 through 13)				
PART G - CERTIFICATIONS				
15. SERVICE MEMBER. I certify that the information reported in Parts A - E is true and correct.				
a. SIGNATURE		b. DATE SIGNED (YYYYMMDD)		
16. HOUSING OFFICER OR DESIGNATED AUTHORIZING/APPROVING OFFICIAL. I have reviewed this claim and certify that the information was properly reported. I have entered monthly rent (in dollars using Part B conversion rate, if appropriate) and total sharers from the member's DD Form 2367. (If homeowner, report "rent" as original purchase price divided by 120.)				
a. RENT	b. TOTAL SHARERS	c. TITLE		
d. SIGNATURE		e. DATE SIGNED (YYYYMMDD)		

DD FORM 2556, JAN 2024
PREVIOUS EDITION MAY BE USED.

CUI (when filled in)

Controlled by: OUSD(P&R)
CUI Category: PRIVCY
LDC: FEDCON
POC: dodra.mc-alex.dhra-hq.mbx.forms@mail.mil

Reset

**DD Form 2556 – MIHA
Claim.**

**Must be signed and approved by
local housing officer for
MIHA-R/S**

Approved for Public Release; Distribution is Unlimited

Creating a MIHA



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A screenshot of the NSIPS (Navy Standard Integrated Personnel System) "OHA - Create" form. The form is for creating an "Active Overseas Allowance". It includes fields for Name, Rank/Rate, and Current DSC (100). The "Appr Inst:" and "Appr Status:" (Pending) are shown, along with an "Appr Action:" dropdown and a "Comments" button. The "Allowance Type:" is set to "MIHA" (Move in Housing Allowance). The "Effective Date:" is 02/09/2023. The "JFTR Location:" is IT055 (Naples) and the "JFTR Currency:" is IT. The "Related OHA ID:" is OHA and the "Type:" is Misc. The "Start" radio button is selected. The form has "Save", "Return to Search", and "Notify" buttons at the bottom.

Select **MIHA**

Enter in the
Effective Date.

Enter in the **JFTR
Location.** (Naples
Italy is **IT055**)

Enter in **OHA** in
Related OHA ID

Enter **MISC** in
Type.

Select **Save**

OHA entitlement must be released or posted FIRST, before MIHA can be processed.

Effective date must be the same as OHA effective date.

Reference Service Members OHA Report Form (2367) for MIHA Entitlement

Move-In Housing Allowance



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SSAN (OR CMD) - - - - - NEW REQ ? - - - PRINT - NAME - - - - -
(`X` TO EXIT, PF##, PB##) PF8 OR ENTER - PAGE FORWARD PF7 - PAGE BACK
-- PERSONAL DATA - PRIVACY ACT OF 1974 --- CURRENT MMPA AS OF 24/01/25 --
      35 42                                01 OF 01
02 MJ:    LB:3800 LC:7111 SA:A SX:1 TK:170222 TU:260105 TH:260105
FIXED/OPEN/HISTORY
42-MIHA*  ENTRY-OPEN-DT 231218 17 12 2  ENTRY-CLSD-DT 231218 17 12 2
        CNTRL-CODE 2  ACTN 03  START 231207  ENTLMT-MM 0.00  ENTLMT 563.00
        JTR-LCTN IT055  ADSN 7111  MIHA-TYPE M  FORMAT-ID 43
** END OF INQUIRY.
```

MIHA is a one-time payment.



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OCONUS COLA

OCONUS COLA



Unclassified

The request for payment of OCONUS COLA may consist of the following documentation as prescribed by geographic duty location, pay grade, and dependency status/dependent location.

KSDs:

- PCS Orders
- RED/DA (NAVPERS 1070/602)
- Travel Voucher (DD Form 1351-2)
- Flight Itinerary for dependents if on accompanied orders
- Verification of command sponsorship, if applicable
- Arrival message/e-mail, if applicable
- Individual Overseas Housing Allowance (OHA) Report (DD 2367), if applicable

Please ensure your RED/DA is update-to-date to receive the correct entitlements. This includes moving dependents back to the states or acquiring new dependents.

OCONUS COLA

Unclassified



To find O-COLA rates current and past for specific areas visit Overseas COLA Rate Lookup on **Defense Travel Management Office** website.

DefenseTravel
Management Office

OUT ▾ PROGRAMS ▾ POLICY & REGULATIONS ▾ TRAVEL & TRANSPORTATION RATES ▾ ALLOWANCES ▾ TRAINING ▾ SUPPORT ▾

HOME > ALLOWANCES > OVERSEAS COST-OF-LIVING ALLOWANCE > OVERSEAS COLA RATE LOOKUP

Allowances

Overseas Cost-of-Living Allowance

Overseas COLA Rate Lookup

Overseas COLA Tables

Data Collection & Surveys

Frequently Asked Questions

Overseas COLA Rate Lookup

Use the calculator below to look up COLA rates outside of the contiguous United States (OCONUS).

Locality Code

(Optional) Use the lookup tool below to find a locality code

COLA Index

(Optional) Determine a payment based on a specific rate

Location

AFGHANISTAN - AF999 ▾

This drop-down menu contains only current locations. Enter a locality code to find previous locations. To find a locality code, use the lookup tool below.

Year Month Pay Period

2025 ▾ September ▾ 1st - 15th ▾

Pay Grade Years of Service Living in Barracks Number of Dependents

E-1 ▾ 1 ▾ No ▾ 0 ▾

OCONUS COLA



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Definitions:

- Vicinity- The “vicinity” is the entire country, U.S. territory or possession, or state (Alaska or Hawaii) where the Service member’s permanent duty station (PDS) is located.
- Government Dining Facility- Government dining facilities operate using appropriated funds and provides meals to Service members with or without charge under an agreement between the facility and the Government.
- Government Quarters. “Government quarters” include individual quarters provided with or without charge under agreement with the Government.
- OCONUS COLA Index. The OCONUS COLA index represents how much more expensive it is to purchase goods and services OCONUS compared to the same level of goods and services available in an average location within the CONUS

Note: COLA 9 is a partial rate due to dining facilities being available.

OCONUS COLA



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OCONUS COLA rate is determined by the following:

Service Member With-Dependent:

- The Member is authorized to have a dependent reside at or in the vicinity of the Member's PDS OCONUS.
- The Member is joined by a dependent or acquires a dependent while serving OCONUS and the dependent is one of the following:
 - Command sponsored and residing with a Service member
 - A bona fide resident of the same area as the Service member's non-foreign PDS OCONUS
 - An officer or civilian employee of the United States stationed in the same area as the Service member's non-foreign PDS OCONUS.

Service Member Without Dependent:

- The Member has no dependents.
- The Member does not have a dependent who resides at or in the PDS vicinity
- The Member has a dependent residing at or in the PDS vicinity who is not command sponsored
- The Member does not have legal custody and control of a dependent

OCONUS COLA



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SSAN (OR CMD) - - - - - NEW REQ ? - - - PRINT - NAME - - - - -
(`X` TO EXIT, PF##, PB##) PF8 OR ENTER - PAGE FORWARD PF7 - PAGE BACK
-- PERSONAL DATA - PRIVACY ACT OF 1974 --- CURRENT MMPA AS OF 24/01/29 --
                                35 46                                01 OF 01

02 MJ:    LB:3800 LC:7111 SA:A SX:1 TK:170222 TU:260105 TH:260105
FIXED/OPEN/HISTORY
46 COLA*   ENTRY-OPEN-DT 240105 04 01 1  CNTRL-CODE 0  ACTN Z4  START 240101
          ENTLMT-MM 425.33  ENTLMT 822.31  ENTLMT-NM 879.02  DAILY-RATE 28.35556
          NR-DEPN-COLA 0  JTR-LCTN IT055
46-COLA*   ENTRY-OPEN-DT 240105 04 01 1  ENTRY-CLSD-DT 240105 04 01 1
          CNTRL-CODE 6  ACTN Z4  START 240101  STOP 231231  ENTLMT-MM 0.00  ENTLMT
          0.00  ENTLMT-NM 0.00  DAILY-RATE 28.35556  NR-DEPN-COLA 0  JTR-LCTN IT055
46-COLA*   ENTRY-OPEN-DT 231116 15 11 2  ENTRY-CLSD-DT 240105 04 01 1
          CNTRL-CODE 2  ACTN Z4  START 231116  STOP 231231  ENTLMT-MM 0.00  ENTLMT
          0.00  ENTLMT-NM 0.00  DAILY-RATE 24.03333  NR-DEPN-COLA 0  JTR-LCTN IT055
46-COLA*   ENTRY-OPEN-DT 231106 08 11 1  ENTRY-CLSD-DT 231116 15 11 2
          CNTRL-CODE 2  ACTN Z4  START 231102  STOP 231115  ENTLMT-MM 384.53  ENTLMT
          384.53  ENTLMT-NM 0.00  DAILY-RATE 27.46667  NR-DEPN-COLA 0  JTR-LCTN IT055
** END OF INQUIRY.
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Temporary Lodging Allowance (TLA)

Temporary Lodging Allowance (TLA)



Unclassified

Temporary Lodging Allowance is intended to partially pay for lodging/meal expenses when a member/dependents must occupy temporary quarters OCONUS. TLA is available when it is necessary for a Service member or dependent to occupy temporary lodging **upon arrival** at, or **immediately before leaving**, a **PDS OCONUS**, or during other periods as specified in this section.

Arrival TLAs should be processed in 10-day increments.

Required KSDs are as follow:

FID 79 - Temporary Lodging Allowance

1. Zero'd out itemized receipts for dates being requested
2. TLA authorization from housing office
3. A certificate of Non-availability for member and any dependents (as applicable).
4. Page 1 of NPPSC 7220/5

Lodging expenses are not allowed while staying with friends or relatives, but the meal and incidental expense rate (M&IE) is payable for the eligible TLA period

Note: NPPSC 7220/5 can be used as a worksheet to calculate TLA entitlement.

Temporary Lodging Allowance (TLA)



Unclassified

Required KSDs:

1. Zero'd out itemized receipts for dates being requested
 2. A certificate of Non-availability for member and any dependents (as applicable).
 3. Page 1 of NPPSC 7220/5 (TLA Worksheet)
 4. For Arrival TLA: will need TLA authorization from housing office verifying no GOV'T QRTS were available for those specific dates.
 5. For Departure TLA, will need to provide Rental release statement from Realtor/ Landlord or signed statement from housing office certifying date government quarters were vacated.
 6. Active Housing Search Form (for 2nd and subsequent TLA payment)
- Arrival TLAs should be processed in 15-day increments.
 - Lodging expenses are not allowed while staying with friends or relatives, but the meal and incidental expense rate (M&IE) is payable for the eligible TLA period.

TLA – Work Sheet



Unclassified

CUI - (when filled in)

TEMPORARY LODGING ALLOWANCE (TLA) WORKSHEET NPPSC 7220/5 (Rev. 03-2025)		PREVIOUS EDITIONS ARE OBSOLETE Supporting Directive NPPSCINST 5213.1B	
PRIVACY ACT STATEMENT Authority: 37 USC 1006. Purpose: To provide information required to legally pay temporary lodging allowance (TLA). Routine Uses: The member provides information on cost and type of lodging which is used to compute entitlement to TLA. Supporting documents are used to determine eligibility and amount of entitlement. Disclosure: Voluntary. If member does not provide information, TLA cannot be paid.			
I. References: Joint Travel Regulations (JTR)			
1. Name (Last, First, MI):	2. Rank/Rate:	3. DoD ID:	4. UIC:
5. Command:	6. Name of Hotel:		
7. Type of Travel	Select from Drop Down		
II. Family Members On Station			
Name (Last, First, MI)		Relationship	Date of Birth
+ x			
III. For Arrival TLA:			
Date Member Reported to Present Command:			
Date Family Member(s) Reported to Present Command:			
TLA Authorized Period Dates:			
Claim Number (if claim number is greater than 6, custom entry is enabled)		Select from Drop Down	
Members must present TLA authorization from the housing office and a paid lodging receipt. A family member who is filing TLA due to the absence of the sponsor must have a general or special power of attorney specifically stating TLA is authorized for processing.			
IV. For Departure TLA:			
Actual Date of Detachment:			
Actual Date of Housing Termination:			
TLA Authorized period Dates:			
Members living off-base must present a rental release from the Landlord or Realtor. Members living on-base must present a signed statement from the housing office certifying the date government quarters were vacated.			
V. Member's Certification Statement (to reduce delays, use drop-down and select the appropriate option):			
I have included herein all lodging receipts for TLA.		<SELECT ONE>	
I understand that if I am in a temporary duty per diem status, only my family members are entitled to TLA.			
<SELECT ONE>		<SELECT ONE>	
<SELECT ONE>		<SELECT ONE>	
The penalty for willfully making false claim is: Maximum fine of \$10,000.00 or maximum imprisonment for 5 years, or both (U.S. Code, Title 18, Section 287). Be advised that all claims are screened and those suspected of being fraudulent will be turned over to the Naval Criminal Investigative Service (NCIS).			
Member Name:	Signature:	Date:	
Housing Representative Name:	Signature:	Date:	
CO or Designated Official with DD-577:	Signature:	Date:	

CUI - (when filled in)

Page 1 of 2

Reset Form Print Form

NPPSC 7220/5 must be endorsed by:

- Member
- Housing
- Commanding Officer / OIC

Note: Ensure the member completes the form as applicable and conduct a thorough review to verify its accuracy prior to submission.

Temporary Lodging Allowance



Unclassified

Favorites Main Menu > Entitlements > Overseas Allowances > Use > TLA - Create



NO Allow Fids WF

Name Rank/Rate Current DSC 100

Appr Instance Appr Status Pending Appr Action Approve Comments

Temporary Lodging Allowance Worksheet

Claim Number View Prior Claims

Accommodations Name and Address:

Date Reported Present Command:

Date Family Reported:

Detachment Date:

Location Search

Search By Country Name Query Override Locality Rates

Periods

	Start Date	Stop Date	Daily Amount Paid	Total Amount Paid	View/Edit	Delete
1					View/Edit	Delete

Add Period

Format Id 79 Temporary Lodging Allowance

Report Correct Cancel

Start Date Daily Amount
Stop Date Total Amount
Number of Days TLA Total number of dependents 0
JFTR Location
TLA Code

Effective date:

Temporary Lodging Allowance Worksheet:

- What is the claim number (1st, 2nd, 3rd, etc.)
- Address of temporary lodging
- When the member arrives or departs the command

Location Search:

- Search by Description or JFTR Location
- You can override the Locality Rate

Periods:

You can have multiple periods of TLA in one submission

Temporary Lodging Allowance (TLA)



Unclassified

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-- PERSONAL DATA - PRIVACY ACT OF 1974 --- CURRENT MMPA AS OF 24/01/29 --
35 79 01 OF 01
02 MJ: LB:3800 LC:7111 SA:A SX:1 TK:170222 TU:260105 TH:260105
FIXED/OPEN/HISTORY
79-JUMPS TEMPORARY LODGING ALW * ENTRY-OPEN-DT 231215 16 12 2
ENTRY-CLSD-DT 231215 16 12 2 CNTRL-CODE 2 ACTN 03 START 231202 STOP
231206 ENTLMT 901.58 JTR-LCTN IT055 TLA I NR-DEPN-PD 01
79-JUMPS TEMPORARY LODGING ALW * ENTRY-OPEN-DT 231205 08 12 1
ENTRY-CLSD-DT 231205 08 12 1 CNTRL-CODE 2 ACTN 03 START 231122 STOP
231201 ENTLMT 1,719.30 JTR-LCTN IT055 TLA I NR-DEPN-PD 01
79-JUMPS TEMPORARY LODGING ALW * ENTRY-OPEN-DT 231130 05 12 1
ENTRY-CLSD-DT 231130 05 12 1 CNTRL-CODE 2 ACTN 03 START 231114 STOP
231121 ENTLMT 1,383.20 JTR-LCTN IT055 TLA I NR-DEPN-PD 01
79-JUMPS TEMPORARY LODGING ALW * ENTRY-OPEN-DT 231127 02 12 1
ENTRY-CLSD-DT 231127 02 12 1 CNTRL-CODE 2 ACTN 03 START 231112 STOP
231113 ENTLMT 302.90 JTR-LCTN IT055 TLA I NR-DEPN-PD 01
79-JUMPS TEMPORARY LODGING ALW * ENTRY-OPEN-DT 231121 18 11 2
ENTRY-CLSD-DT 231121 18 11 2 CNTRL-CODE 2 ACTN 03 START 231102 STOP
231111 ENTLMT 1,809.58 JTR-LCTN IT055 TLA I NR-DEPN-PD 01
** END OF INQUIRY.
```



Unclassified

BAH at Dependent's Location

BAH at Dependent's Location



Unclassified

- BAH is an allowance to offset the cost of housing in CONUS when government-provided housing is not available. BAH depends upon the location, pay grade and number of dependents.
- A Member may choose to elect a designated place of residency for their dependents if their current tour is either an unaccompanied tour, a dependent-restricted tour, or an unusually arduous sea duty (UASD) assignment. If the Member falls in at least one of these categories, then they may choose to elect any CONUS location for their dependents to reside.

BAH at Dependent's Location



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Required KSDs:

- PCS Orders
- RED/DA
- Marriage Certificate
- A memo authorizing BAH at dependent's location signed by their **Commanding Officer**

Acquired dependent - An individual who becomes a dependent through birth, marriage, adoption, etc. during the course of a Navy Service Member's current overseas tour of duty.

PDS OCONUS - Generally, when a Service member is assigned to a PDS OCONUS and the dependent does not reside in the PDS vicinity, the housing allowance is based on the dependent's location. If the dependent does reside in the PDS vicinity, the housing allowance is based on the PDS.

BAH at Dependent's Location



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BAH begins on the date of marriage, birth, adoption, etc. if the member is not assigned to government quarters at the time. Otherwise, it will begin after the member has received permission to leave government quarters.

- Members serving an UNACCOMPANIED tour may request station allowances of dependents with approval of their **Commanding Officer**.
- For Members serving an ACCOMPANIED tour when dependents have not arrived on station, members may request station allowances of dependents with approval of:
 - **PERS N130 (Continuation of Overseas Allowances)**
 - **PERS 451-H (Continuation of Stateside Allowances)**

BAH at Dependent's Location



Unclassified

- Advance dependent Travel (ADT):
 - N130C:
 - CONUS to OCONUS
 - OCONUS to OCONUS
 - PERS-451:
 - OCONUS to CONUS
 - CONUS to CONUS
 - Continuation of Station Allowances (COSA):
 - COSA due to PCU (ACC: 106) orders N130C in all cases
 - COSA in CONUS submit to PERS-451
 - COSA in OCONUS submit N130C
- Delayed Dependent Travel (DDT):
 - PERS-451:
 - CONUS to OCONUS
 - CONUS to CONUS
 - N130C
 - OCONUS to CONUS
 - OCONUS to OCONUS

Approved for Public Release; Distribution is Unlimited

BAH at Dependent's Location



Unclassified

Basic Allowance for Housing Flexibility

NAVADMIN 192/24 - Authorizes Sailors to collect basic allowance for housing (BAH) based on their dependents' location, when they execute permanent change of station orders and choose to leave their dependents at the previous duty station in the Continental United States (CONUS), Alaska, and Hawaii.

- There is no change to the overseas process for dependent BAH or designated place for those on usually arduous sea duty orders.
- Entitlement to BAH based upon dependents' location will cease if the dependents move from the vicinity of the approved location. Any overpayments will be recouped.
- All requests made under this NAVADMIN will be submitted to Commander, Navy Personnel Command (PERS451).
- NAVADMIN 192/24 differs from previous policy by providing the BAH rate at the previous duty station rather than the Sailor's assigned location

Mil-to-Mil



Unclassified

Members with No Dependents:

- For the purpose of this entitlement, each member of a dual military couple, having no other dependents, is considered a single member for BAH/OHA entitlement purposes.
- In Mil-to-Mil situations, a member separating from the service becomes an acquired dependent of the service member remaining on ACDU on the day of separation.
- When entitled to OHA and service members are sharing the same residence, members are entitled to their own rate of OHA. The utilities for each service member will be halved.

References



Unclassified

- DOD FMR Volume 7A, Chapters 26 & 68: <https://comptroller.defense.gov/>
- Pay SOPs: <https://www.mynavyhr.navy.mil/Support-Services/MyNavy-Career-Center/Pers-Pay-Support/CPPA-Resources/SOP-Library/>
- CPPA Handbook:
https://www.mynavyhr.navy.mil/Portals/55/Support/PayPers/CPCResources/CPPA_HANDBOOK_12JUN2025.pdf?ver=Fho7EvUMQqPCWwV8Cta_Q%3d%3d
- MILPERSMAN 1300-160: <https://www.mynavyhr.navy.mil/References/MILPERSMAN/1000-Military-Personnel/1300-Assignment/>
- Defense Travel Management Office: <https://www.travel.dod.mil/>
- Guide to Housing Entitlement's: <https://www.mynavyhr.navy.mil/References/Pay-Benefits/N130C/>
- NAVADMIN 192/24: <https://www.mynavyhr.navy.mil/References/Messages/>
- OpsAlerts (most recent) <https://www.mynavyhr.navy.mil/Support-Services/MyNavy-Career-Center/Pers-Pay-Support/CPPA-Resources/PPIBS-MPAS/>



Unclassified

Questions?

Conclusion



Unclassified



Thanks for your participation in today's
Station Allowances
training!

For Qualtrics this is lesson #**260**
Scan QR code for attendance!

https://usnavy.gov1.qualtrics.com/jfe/form/SV_0TglQYZg67NX9pY