



NAVY PAY AND PERSONNEL SUPPORT CENTER OPS ALERT

Ser N3: 021-20

Procedure Update: UPDATED NPPSC 1300/1 APPLICATION FOR TRANSFER AND ADVANCES

Release Date: 04/30/2020 Effective Date: 04/30/2020

BLUF: NPPSC 1300/1 (Rev. 04/20) advance section has been updated. Link to access form is:
https://www.public.navy.mil/bupers-npc/reference/forms/Documents/NPPSCForms/NPPSC1300-1_Rev04-20.pdf.

Discussion:

NPPSC 1300/1 has been updated to align with Government Travel Charge Card procedures. Government Travel Charge Card is authorized for use in accordance with latest NAVADMINs. This program is continuously evolving, reference NAVADMIN's when assisting Sailors with this option.

If a service member is using a Government Travel Charge Card, advances are NOT authorized. The only exception to this policy is when a service member is traveling non-concurrently from dependents. Then the advances authorized are for dependent entitlements only (Dependent Mileage, Per Diem, Dislocation Allowance).

Ensure if service members are requesting to utilize the Government Travel Charge Card, they are contacting their APC to place the card in "Mission Critical" status.

What this means to you:

CPPA's- ensure to guide service members to utilize the PCS Travel Entitlements Calculator to assess costs and decide if the Government Travel Charge Card is right for them. If service members are requesting to use the Government Travel Charge Card, direct them to contact their APC.

PCS Travel Entitlements Calculator link:

<https://www.public.navy.mil/bupers-npc/support/paypers/cpcresources/Pages/default2.aspx>

Continue to follow NAVADMIN updates for any program changes.

Previous edition of form that have already been submitted will be accepted and processed. Previous form is allowed for use up to 30 days after release of this OPS Alert.

Disseminate to your CPPA's in your AOR

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