



NAVY PAY AND PERSONNEL SUPPORT CENTER OPS ALERT

Ser N3: 057-20

**UPDATE: PROCESSING CONUS SINGLE BASIC ALLOWANCE HOUSING (BAH)
ENTITLEMENTS**

Release Date: 12/1/2020 Effective Date: IMMEDIATELY

BLUF: Field Examination Group, Pacific (FEG PAC) is requesting that all Transaction Service Centers (TSCs) and Personnel Support Detachments (PSDs) be notified of the BAH single policy clarification received from N130C.

DISCUSSION: Some TSCs/PSDs are requiring lease agreements for single members who have been authorized to live on the economy as outlined in the Department of Defense Financial Management Regulation (DoD FMR) Vol. 7a Chapter 26. **For CONUS single personnel, a lease agreement is NOT required** to authorize payment. That requirement ceased to exist in October 1997 when we converted from BAQ/VHA to BAH.

WHAT THIS MEANS TO YOU:

- ✚ **TSC/PSD** – Ensure that you are receiving all the correct Key Supporting Documents (KSDs) for transactions to be processed correctly.
- ✚ **CPPA** – Ensure that you are checking pending TOPS transactions daily and take immediate action when submitting transaction.
- ✚ **Adhere to all policies and procedures set forth in SOP's, NAVADMINs, and instructions.**
- ✚ **All OPS ALERTS and CPPA RESOURCES can be found on the following:**
 - <https://mpte.navy.deps.mil/sites/npc/pers2/NPPSC/SitePages/Home.aspx>
 - <https://www.public.navy.mil/bupers-npc/support/paypers/cpcresources>

******Disseminate to all tenant commands and CPPA's under your AOR******

POC:
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