The Air Force's Personnel Center

CONUS to Non Foreign OCONUS Civilian PCS Briefing

Effective November 2021

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Purpose

Important! Never make irreversible life changes, such as selling property, resigning from your current position, etc., prior to receipt of a Firm Job Offer and PCS orders

- **The purpose of this briefing is to inform you of civilian Permanent Change of Station (PCS) entitlements for a career move from one Continental United States (CONUS) location to a Non Foreign Outside Continental United States (NF-OCONUS) location**

- **NF-OCONUS locations are United States territories outside of the 48 contiguous states such as Puerto Rico, Alaska and Guam**
- **Examples:** Hanscom Air Force Base, MA to Eielson Air Force Base, AK

PCS Tax Notification (1 of 2)

- In accordance with the Tax Cuts and Jobs Act (TCJA) 22 Dec 2017, moving expenses and relocation payments paid by an employer on and after January 1, 2018, are taxable. The Air Force will report the transportation cost associated with your move to the IRS and pay the taxes on behalf of the employee, which then creates a debt to the Air Force and a tax liability to the member. The tax liability will be reflected as a "Due U.S." voucher and a debt notification will be mailed. The Air Force will offer several repayment plan options that best meet employee needs in order to ease any financial burden the taxes may cause.

PCS Tax Notification (2 of 2)

Tax Notification (Cont'd)

Note: Standard issue indebtedness notification letters offer waiver options. However, there is not a waiver option for tax indebtedness.

A Travel W-2 will be processed at the end of the year and will include the increase in gross income, taxes for all PCS-related vouchers filed, and HHGs. W-2s will be mailed to employees and are also available through myPay. Employees will file their tax return for the calendar year and subsequently file a Relocation Income Tax Allowance (RITA) voucher to help offset the additional tax burden imposed by the PCS move. This is not a 100-percent dollar for dollar offset as each individual's tax situation is unique.

Acronym Listing (1 of 4)

- AFMAN – Air Force Manual
- AFPC – Air Force Personnel Center
- BRAC – Base Re-Alignment and Closure
- CFT – Career Field Team
- CSA – Central Salaried Account
- CPS – Civilian Personnel Section
- CONUS – Continental United States (48 contiguous states)
- CTO – (Contracted) Commercial Travel Office
- DoD – Department of Defense
- DTMO – Defense Travel Management Office
- DNRP – Defense National Relocation Program

Acronym Listing (2 of 4)

- DSSR – Department of State Standardized Regulations
- EOD – Entrance on Duty
- FTA – Foreign Transfer Allowance
- GHS – Guaranteed Home Sale
- GTCC – Government Travel Charge Card
- HHG - Household Goods
- HHT – House Hunting Trip
- HR – Human Resources
- JTR – Joint Travel Regulations
- KCP – Key Career Position
- MEA – Miscellaneous Expense Allowance
- MYPERS – My Personnel Services

Acronym Listing (3 of 4)

- **NF OCONUS – Non-Foreign OCONUS (Alaska, Guam, Hawaii, and other U.S. territories)**
- **NTS – Non-Temporary Storage**
- **OCONUS – Outside the Continental United States (Europe, Asia etc.)**
- **OPM – Office of Personnel Management**
- **PCS – Permanent Change of Station**
- **PDS – Permanent Duty Station**
- **PMS – Property Management Services**
- **POV – Privately Owned Vehicle**

Acronym Listing (4 of 4)

- **PPP – Priority Placement Program**
- **RIF – Reduction in Force**
- **RITA – Relocation Income Tax Allowance**
- **SIT – Storage in Transit**
- **TJO – Tentative Job Offer**
- **TMO – Transportation Management Office**
- **TQSA – Temporary Quarters Subsistence Allowance (OCONUS ONLY)**
- **TQSE – Temporary Quarters Subsistence Expense (CONUS & NON FOREIGN OCONUS ONLY)**
- **USAS – USA Staffing**

Definitions & Eligibility (1 of 3)

DEFINITIONS

- **Current Federal Civilian Employee:** Refers to civilian employees already holding a position within the federal government, to exclude military. This could include other DoD agencies and/or other Federal agencies
- **Career Program Move:** An Air Force centrally paid move to a Centrally Managed (CM) position
- **Centrally Managed Position:** Includes GS-12 and above, when properly identified on the position description and managed by the Career Field Teams (CFT); PCS funded by the Central Salaried Account (CSA) PCS account

Definitions & Eligibility (2 of 3)

DEFINITIONS (Cont'd)

- ***Military Transitioning to Civilian Service:*** Separating or retiring military members are not considered current federal employees for purposes of their first civilian PCS - they are considered First Duty moves

ELIGIBILITY

- **Married Federal Employees:** When members of the same immediate household, are both transferred in the GOV'T's interest, both members must sign in writing to elect to receive the travel and transportation allowances authorized as one of the following:

Definitions & Eligibility (3 of 3)

ELIGIBILITY (Cont'd)

- Each employee separately – each employee is eligible for travel and transportation allowances as an employee, but is not treated as the other employee's dependent

- Only one as an employee – the other employee is eligible for travel and transportation allowances as a dependent

- Duplication of Benefits not Authorized - employee and/or dependents can not accept or receive duplicate or third party reimbursement for the employee's covered relocation expenses.

Roles & Responsibilities (1 of 5)

EMPLOYEE RESPONSIBILITY

Tentative Job Offer (TJO): Selected applicant will receive TJO and will have 48 hours to accept or decline offer.

Upon acceptance of TJO the servicing Human Resources (HR) Staffer will send applicant an USA Staffing (USAS) new hire invite email containing instructions about pre-employment forms that must be completed within USAS.

When the selectee will receive the USAS invite email from the HR Staffer, it will contain job information and instructions about pre-employment forms to be completed. The invite email will auto-generate a second email, which provides a link to the forms in USAS that the selectee must use within 72 hours of receipt

Roles & Responsibilities (2 of 5)

EMPLOYEE RESPONSIBILITY (Cont'd)

- When first accessing the USAS link verify and check the "**I certify that the name listed above is my full legal name and shall be displayed on all items resulting from the on-boarding process**" block before proceeding or access will be denied
- You will receive multiple e-mails with additional information about your position and new hire pre-employment forms from the HR staffing contact.
- **Contact your HR Staffer if you have questions about USAS or pre-employment forms**.

Roles & Responsibilities (3 of 5)

EMPLOYEE RESPONSIBILITY (Cont'd)

- **PCS Required Documents:** Based upon your situation you may be required to submit documents to your assigned PCS Technician, if applicable:
- . Examples include:
  - Birth certificates and custody documents for children under 21 who do not share the same last name of the selectee
  - Marriage certificate for spouse that does not share the same last name of the selectee
  - Children over the age of 21 incapable of self-support

Roles & Responsibilities (4 of 5)

STAFFING OFFICE (AFPC/CPS)

- Selecting Officials / Civilian Personnel Section (CPS)
  - Responsible for filling in portions of new hire in USAS

PCS SECTION

- After selectee has completed all new hire forms and the selecting official has completed their USAS portion the PCS request will be forwarded to PCS Section.
  - Selectee will receive a PCS Section welcome letter with the name of their designated technician's, contact information and other required documents necessary to finalize your PCS orders
  - If selectee needs assistance with understanding authorized entitlements and allowances they may contact their designated PCS Technician

Roles & Responsibilities (5 of 5)

RESOURCES OFFICE

- When the PCS Section has completed verifying documentation, adding in required information the selectees PCS order will be forwarded to the Resources Office. They are responsible for funding orders.

- The Resources Office also serves as the point of contact for DoD National Relocation Program (DNRP), Real Estate, and Property Management Services, and TQSE Extension Requests

Entrance on Duty (EOD) (1 of 2)

TIMELINES FOR ESTABLISHING EOD

- When the PCS Technician receives the PCS request with completed forms and all supporting documents, the EOD will be established
  - EODs are set at 65 days out for Non-Foreign OCONUS moves
  - EODs must be set at the beginning of a new pay period (Sundays)
    - **Example:** Completed PCS-1 and supporting documents received by PCS technician on 10 Aug 2018, 65 days from that date is 14 Oct 2018, the new pay period also begins on 14 Oct 2018; therefore the EOD will be 14 Oct 2018

Entrance on Duty (EOD) (2 of 2)

TIMELINES FOR ESTABLISHING EOD (Cont'd)

- **Exceptions**: Senior Executive Service (SES), BRAC & PPP
  - SES EODs are set as requested by the organization & orders processed within 72 hours
  - PPP EODs must be within 30 days of a valid match for CONUS moves (45 days for OCONUS) and orders processed within 72 hours
  - BRAC EODs are set & maintained in accordance with base closure timelines

PCS Order Status (1 of 4)

CHECKING STATUS OF PCS ORDER

- The selectee can check the status of their PCS order 24 hours a day by accessing the MyPers website at: https://mypers.af.mil/

Oracle Service Cloud Status	Description
OPEN	The employee has accepted the TJO, the PCS-1 worksheet invitation has been extended, and the PCS Unit has been notified, and is aware a PCS is required
RECEIVED – PENDING ASNG TO TECH	The Chief of the PCS Unit has received the request for PCS orders, and is determining which PCS Tech to assign the orders
CLERK PREPARING	The PCS Tech has received the request and is building the PCS orders

PCS Order Status (2 of 4)

AWAITING OTHER DOCS	The PCS Tech is unable to complete the processing of the PCS orders and has reached out to the employee for further documents/information
QC COMPLETE	The PCS orders have been completed, and an additional quality check review has also been completed
RETURNED/CORRECTIONS	The PCS orders have been returned to the PCS Tech for corrections
AUTHENTICATING	The PCS orders have been forwarded by the PCS Unit to Finance for Authentication
CM/LOCAL AUTHENTICATION	AFPC or Local Finance are authenticating the orders

PCS Order Status (3 of 4)

REVIEW	The PCS order is being reviewed by Finance pending certification
PENDING APPROVAL	The PCS order has been certified and is now pending final approval
PENDING FJO RELEASE	The PCS order has been processed, is complete, and is ready for release to the employee in conjunction with a Firm Job Offer (FJO). Please note any pre-employment requirements must also be met before the FJO is extended and PCS orders released.
CLOSED	The PCS order request has been closed and is complete

PCS Order Status (4 of 4)

AMENDMENT PENDING	A request for an Amendment to a PCS order has been received and is being processed
CWOA SOLVED (CLOSED WITHOUT ACTION SOLVED)	The PCS order request has been closed without action. For example, an employee declines the job offer after initially accepting and starting the PCS process.

Travel Time (1 of 3)

TRAVEL TIME

- Employee should begin official travel on first duty day following EOD
  - **An employee should not perform PCS travel on a holiday or weekend**

- **Exceptions:** RIF, PPP, & First Duty Hires
  - RIF & PPP Employees must travel on losing activity's time
  - First Duty hires travel at their discretion in order to meet EOD

Travel Time (2 of 3)

TRAVEL TIME (Cont'd)

- Actual Reporting date is determined by number of travel days authorized
  - Leave En-Route: This is leave taken after departure from the old duty station but prior to arrival at the new duty station and it must be approved in advance of travel by losing and gaining supervisors
  - If leave En-Route is requested/authorized, reporting date will be adjusted

Travel Time (3 of 3)

TIME TRAVEL (Cont'd)

- Dependent Travel: If dependent does not travel concurrently with employee, it is considered delayed and must be noted on PCS order
  - Please file your travel vouchers as soon as your relocation has been completed

All travel and transportation must be completed within 1 year from the employee's date of physically reporting for duty. Employee will be responsible for authorized travel and transportation costs incurred after the 1 year anniversary date of the transfer or appointment effective date (Ref: JTR, Para, 053712)

Mandatory Entitlements (1 of 10)

TRANSPORTATION & PER DIEM (Employee & authorized dependent(s)

- Includes travel between old and new Permanent Duty Station (PDS) – Privately Owned Vehicle (POV), airfare (if applicable), meals & incidentals while in a travel status
- It is mandatory policy for all travelers to use an available Commercial Travel Office (CTO) for all official transportation requirements
- If airfare is utilized, employee must book with a contracted carrier

Mandatory Entitlements (2 of 10)

TRANSPORTATION & PER DIEM (Cont'd)

- It is general policy of DoD that the Gov't Travel Charge Card (GTCC) be used to pay for official travel and transportation related expenses
- Rental Car reimbursement at Gov't expense for PCS travel is NOT authorized
- Employee and Dependent travel must be completed within 1 year from the employee's transfer or appointment effective date

Mandatory Entitlements (3 of 10)

MISCELLANEOUS EXPENSE ALLOWANCE (MEA) when moving a household

- Fixed rate paid at $650 w/out dependents & $1,300 w/ dependents
- Actual reimbursement may be authorized
  - Employees with Dependents - reimbursement cannot exceed two weeks of employee's basic salary rate
  - Employees without Dependents – reimbursement cannot exceed one week of employee's basic salary rate

Mandatory Entitlements (4 of 10)

MEA (Cont'd)

Information on MEA, and types of expenses covered, can be accessed on the MyPers website at:

- https://mypers.af.mil/app/answers/list/st/5/kw/18431/p/2/page/1
- First duty station moves, SES, separation and retirement moves not eligible

TRANSPORTATION, INCLUDING SIT, OF HHG

- Up to 18,000 lbs plus 2,000 (or 10 percent) of packing material allowance
- Must be shipped within 12 months of the date the employee physically reported to duty at the new duty location

Mandatory Entitlements (5 of 10)

TRANSPORTATION, INCLUDING SIT, OF HHG (Cont'd)

- If employee chooses to self-move by hiring a private company, employee must provide a cost comparison and inventory worksheet before commuted rate is indicated on the PCS form.
- If employee chooses to self-move by renting a vehicle/truck, self packing, and transporting themselves to new PDS this will be an actual expense move.
- If employee initially chooses GBL relocation, but changes to self-move due to TMO not being able to meet the EOD timeframe, employee must provide a cost comparison worksheet from TMO.

Mandatory Entitlements (6 of 10)

TRANSPORTATION, INCLUDING SIT, OF HHG (Cont'd)

- ***The worldwide maximum weight of HHG that may be transported (and/or stored ICW transportation) is 18,000 lbs. The employee is financially responsible for HHG-related costs incurred for excess weight (JTR* 054304*).***
- Information on HHG can be accessed on the MyPers website at: https://mypers.af.mil/app/answers/detail/a_id/15353/kw/15353/p/2
- Information on SIT can be accessed on the MyPers website at: https://mypers.af.mil/app/answers/list/st/5/kw/18241/p/2/page/1

Mandatory Entitlements (7 of 10)

Non-Temporary Storage (NTS) (extended storage) of HHG

- Combined weight stored and transported must not exceed the maximum 18,000 lbs. net weight
- Information on HHG can be accessed on the MyPers website at: https://mypers.af.mil/app/answers/list/st/5/kw/15352/p/2/page/1

- **Transportation of mobile home (including a boat) used as a primary residence in lieu of HHG transportation (Not to Exceed cost of HHG shipment)**

Mandatory Entitlements (8 of 10)

Relocation Income Tax Allowance (RITA)

- Certain PCS entitlements & allowances are taxable to Federal & State
- RITA is designed to compensate relocating employees for additional tax liability they incur as a result of a Gov't directed move
- Information on RITA can be accessed on the MyPers website at: https://mypers.af.mil/app/answers/list/st/5/kw/18421/p/2/page/1

REAL ESTATE/UNEXPIRED LEASE EXPENSES

- May be authorized reimbursement for certain expenses for the sale of your residence at the old PDS and/or purchase of a residence at the new PDS

Mandatory Entitlements (9 of 10)

REAL ESTATE/UNEXPIRED LEASE EXPENSES (Cont'd)

- May be authorized reimbursement of expenses for settlement of an unexpired lease at the old PDS in lieu of real estate sale expenses
- Residence at the old PDS must be actual residence at the time of transfer (where you regularly commute to and from work)
- Must complete sale and/or purchase transaction NLT the 1-year anniversary date that the employee physically reported for duty at new location
- An extension may be requested in very limited circumstances (NTE max of 2 years from date employee reported for duty)

Mandatory Entitlements (10 of 10)

REAL ESTATE/UNEXPIRED LEASE EXPENSES (Cont'd)

- ***Written extension requests MUST be submitted no later than 30 calendar days after the 1-year expiration date (Ref: JTR, Para,* 053607 *and AFMAN 36-606, Para 5.8.3.3.2.)***
- Information on Real Estate/Unexpired Lease Expenses can be accessed on the MyPers website at: **https://mypers.af.mil/app/answers/list/st/5/kw/15350/p/2/page/1**

Discretionary Allowances (1 of 15)

- **Discretionary PCS Allowances are authorized at the discretion of the employing activity/DoD Component**
  - Allowances may or may not include: House Hunting Trip (HHT), TQSE, POV Shipment, DNRP, Property Management Service (PMS)

- **If PCS is locally funded (Non-Career Program move), check with the gaining organization for authorized allowances and review published PCS orders**

Discretionary Allowances (2 of 15)

Centrally funded (Career Program) PCS moves receive the following discretionary allowances:

HOUSE HUNTING TRIP (HHT): Round-trip travel to arrange permanent residence before arrival at new PDS

- A maximum of 5 days for employee and/or spouse (domestic partner not authorized)
- Authorized when old and new PDS are greater than 75 miles apart
- Pays for round-trip travel, per diem & rental car
- May be reimbursed as Actual Expense or Fixed Amount (selected reimbursement method is irrevocable)

Discretionary Allowances (3 of 15)

HHT (Cont'd)

- HHT may be taken "only" after the travel authorization (PCS Order) has been issued
- Employee will contact local DTMO or CTO on base to book HHT travel (commercial air, rental vehicle) -- do NOT use the Defense Travel System (DTS)
- An employee is considered in duty status while performing HHT travel and will not be charged leave
- HHT information can be accessed on the MyPers website at: https://mypers.af.mil/app/answers/list/st/5/kw/17900/p/2/page/1

It is important traveler's utilize the HHT benefit as well as online resources to ensure permanent housing at the gaining PDS is occupied in a timely manner

Discretionary Allowances (4 of 15)

SEEKING RESIDENCE: Looking for permanent residence upon arrival at new PDS

- May only be used in lieu of HHT (not authorized HHT *and* Seeking Residence)
- Must be approved by gaining supervisor
- Employee allowed excused leave not to exceed 5 days upon arrival at new duty station
- 5 days are included in the 30 days of TQSE authorized (i.e. not an additional 5 days)
- Rental Car is NOT authorized at Gov't expense
- Information on Seeking Residence can be accessed on the MyPers website at: https://mypers.af.mil/app/answers/list/st/5/kw/18432/p/2/page/1

Discretionary Allowances (5 of 15)

TQSE (Actual Expense (AE) or Lump Sum (LS)/Fixed)

- Intended to partially reimburse an employee and/or employee's dependent(s) for expenses incurred as a result of occupying temporary quarters while seeking a permanent residence in conjunction with a PCS
  - Two methods for reimbursement:
    - TQSE (AE) – Actual Expense - reimbursed up to 30 days based on PDS locality (not the lodging location) per diem rate for temporary lodging occupied in Non-Foreign OCONUS localities. Receipts are required. **Limited extensions may be granted**

Discretionary Allowances (6 of 15)

TQSE (Cont'd)

- TQSE (LS) – Lump Sum/Fixed – reimbursed 30 days based on new PDS location maximum per diem rate. No receipts are required. **No extensions granted**

- General information on TQSE can accessed on the MyPers website at: https://mypers.af.mil/app/answers/list/st/5/kw/15346/p/2/page/1

- Information on TQSE (AE) can be accessed on the MyPers website at: https://mypers.af.mil/app/answers/list/st/5/kw/15347/p/2/page/1

Discretionary Allowances (7 of 15)

TQSE (Cont'd)

- Information on TQSE (LS)/Fixed can be accessed on the MyPers website at: https://mypers.af.mil/app/answers/list/st/5/kw/15348/p/2/page/1

Privately Owned Vehicle (POV) SHIPMENT

- POV shipment may be authorized if it is in the Gov't's interest for the employee to have a POV at the Non-Foreign OCONUS PDS
- If authorized, only one POV will be transported at Gov't expense (Exception: Alaska may be authorized up to two POVs)

Discretionary Allowances (8 of 15)

POV SHIPMENT (Cont'd)

- If authorized, POV must be in operating order and legally titled and tagged for driving
- Contact nearest Transportation Management Office (TMO) for shipment arrangements

POV SHIPMENT (in lieu of driving) to ALASKA:

- May be authorized if it is more advantageous and cost effective to the Gov't to transport the POV(s) to the new PDS at Gov't expense and to pay for transportation of the traveler and/or immediate family by commercial means than to have the traveler and/or immediate family member(s) drive one or two POCs if applicable to the new PDS

Discretionary Allowances (9 of 15)

POV SHIPMENT (in lieu of driving) to ALASKA: (Cont'd)

- Costs considered are:
  - Cost of employee traveling by POV**,** transporting the POV(s), travel if the POV(s) is/are transported; and
  - Productivity benefit from the traveler's accelerated arrival at the new PDS
- Distance between authorized origin and new PDS must exceed 600 miles
- Employee must provide the following documentation for consideration
  - Proof POV is in operating order
  - Legal Title and Registration

Discretionary Allowances (10 of 15)

POV SHIPMENT (in lieu of driving) to ALASKA (Cont'd)

- Current Driver's License of traveler cited on PCS order
- Number of POV(s) requesting to be shipped
- Quote for shipment (Gov't arranged or Traveler arranged)
- Justification for accelerated travel, if applicable
- Car Insurance

- If authorized, arrangements may be Gov't arranged or Traveler arranged

Discretionary Allowances (11 of 15)

POV SHIPMENT (in lieu of driving) to ALASKA (Cont'd)

- *If POV shipment is authorized at Gov't expense and the traveler personally arranges POV transportation, reimbursement is limited to the traveler's actual expenses not to exceed the POV transportation cost from the authorized origin point to destination point*
- Information on POV Shipment can be accessed on the MyPers website at: https://mypers.af.mil/app/answers/list/st/5/kw/18267/p/2/page/1

DoD National Relocation Program (DNRP) Guaranteed Home Sale (GHS)

- Open to all centrally managed GS-12 and above after 60 days self marketing period

Discretionary Allowances (12 of 15)

DNRP & GHS (Cont'd)

- Must be authorized "Real Estate" and "Relocation Services" on orders
- Eligible employee must elect to use GHS *and* complete sale transaction prior to one year time limit – should enroll NLT **<u>120 days before one-year expiration date</u>**
  - Employee who elects to use GHS must self market home for sixty (60) days from date of listing prior to enrolling in GHS

Discretionary Allowances (13 of 15)

DNRP & GHS (Cont'd)

- Following Air Force imposed 60-day self marketing period, and once employee is enrolled in GHS, employee must market home for an additional sixty (60) days prior to accepting GHS offer = 120 days total
- Website to DNRP handbook and GHS Application Procedures: http://www.nab.usace.army.mil/BusinessWithUs/RealEstate/DNRP.aspx
- GHS applicants funded by AFPC must cite point of contact name listed in Block 28 of PCS order and include the HR contact E-mail: afpcdpiearesourcesoffice@us.af.mil

Discretionary Allowances (14 of 15)

DNRP & GHS (Cont'd)

- Information on DNRP can be accessed on the MyPers website at: https://mypers.af.mil/app/answers/list/st/5/kw/23358/p/2/page/1

PROPERTY MANAGEMENT (PM) SERVICES

- Applies only to those eligible for DNRP – occupying a centrally managed position at GS-12 or higher
- When authorized, employee bears costs up front and may request reimbursement at a minimum of every 6 months, but not to exceed 12 months

Discretionary Allowances (15 of 15)

PROPERTY MANAGEMENT (PM) SERVICES (Cont'd)

- Employee must request authorization of PM Services to: AFPCDPIEAResourcesOffice@us.af.mil
- If authorized, employee will self-procure PM services through a rental agency and will be reimbursed up to 10 percent of monthly rental amount
- Information on PM Services can be accessed on the MyPers website at: **https://mypers.af.mil/app/answers/list/st/5/kw/19136/p/2/page/1**
- **Home Marketing Incentive Program (HMIP)**
  - The Air Force does not authorize HMIP (AFMAN 36-606, Para 5.9.7)

Information/Resources (1 of 2)

- **PCS Videos are available at:**
  https://www.afciviliancareers.com/regulatory/

- **For Entitlements and Allowances**
  - **Joint Travel Regulation**
  https://www.defensetravel.dod.mil/Docs/perdiem/JTR.pdf

- **For all Household goods, POV shipment and GBL cost comparison related questions contact your nearest TMF**
  - https://move.mil/
  - http://www.defensetravel.dod.mil/index.cfm

Information/Resources (2 of 2)

- **For reimbursement, travel rates and other finance related questions contact your gaining Comptroller Squadron civilian pay office**

  http://www.dfas.mil/dfas/pcstravel.html

- **Department of State Standardized Regulations (DSSR)**

  https://aoprals.state.gov/

- **Career Program Information**
  - **AFMAN 36-606, Civilian Career Field Management and Development**

    http://static.e-publishing.af.mil/production/1/af_a1/publication/afman36-606/afman36-606.pdf

The Air Force's Personnel Center