Foreign OCONUS to Foreign OCONUS

Civilian PCS Briefing

Effective with Entrance on Duty (EOD) dates of 1 Mar 14 or later
Agenda

- Purpose
- Acronym Listing
- Definition & Eligibility
- Roles & Responsibilities
- PCS Process & Timelines
- Mandatory Entitlements
- Discretionary Allowances
- Additional Information
Purpose

The purpose of this briefing is to outline civilian PCS entitlements for a career move from one F-OCONUS location to another F-OCONUS location.

F-OCONUS-location outside the United States in a foreign country such as Germany, Korea or Japan.

Examples
- Incirlick, Turkey (Air Force) to Ramstein AFB, Germany (Air Force)
- Wurzbach, Germany (Army) to Osan AB, Korea (Air Force)
- Osan AB, Korea (Air Force) to Yokota AB, Japan (Air Force)
MYPERS – My Personnel Services
BRAC – Base Re-Alignment and Closure
CFT – Career Field Team
CPS – Civilian Personnel Section
CONUS – Continental United States (48 contiguous states)
DNRP – Defense National Relocation Program
DSSR – Department of State Regulation
EOD – Entrance on Duty
FTA – Foreign Transfer Allowance
GHS – Guaranteed Home Sale
HHG - Household Goods
HHT – House Hunting Trip
JTR – Joint Travel Regulation
KCP – Key Career Position
NF OCONUS – Non-Foreign OCONUS (Alaska, Guam, Hawaii and all other U.S. territories)
Acronym Listing

- NTS – Non-Temporary Storage
- OCONUS – Outside the Continental United States (Europe, Asia etc.)
- OM – Onboarding Manager
- OPM – Office of Personnel Management
- PCS – Permanent Change of Station
- PDS – Permanent Duty Station
- PMS – Property Management Services
- POC – Point of Contact
- POV – Personally Owned Vehicle
- PPP – Priority Placement Program
- RITA – Relocation Income Tax Allowance
- SIT – Storage in Transit
- TMO – Transportation Management Office
- TQSA – Temporary Quarters Subsistence Allowance (OCONUS ONLY)
- TQSE – Temporary Quarters Subsistence Expense (CONUS & NON FOREIGN OCONUS ONLY)
Definitions & Eligibility

DEFINITIONS

- **Career move**- An Air Force centrally paid move for a current federal employee from any location to a centrally managed position.

- **Centrally Managed Position**- Typically GS-12 and above, identified on each position description and managed by the CFTs.

- **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.

**HOT NOTE:** 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

- To be eligible for an Air Force centrally funded career move, employees must be transferring as a current federal employee from any agency or location to a centrally managed Air Force position.

- If the position IS NOT centrally managed, employees may be authorized an Air Force locally funded move, meaning the local installation will pay PCS costs and entitlements may vary.
EMPLOYEE RESPONSIBILITY

- The selectee will receive the OM invite email with job information, instructions about OM, and pre-employment forms requiring completion within the tool. The invite email auto-generates a second email (the OM access), which provides a link to OM that the selectee must use within 72 hours of receipt.
  - The selectee must 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.

- If applicable, be prepared to provide the following information:
  - 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 incapable of self-support must comply with the Joint Travel Regulation (JTR), Appendix A, Part 1

- IMPORTANT: Same Sex Spouses / Same Sex Domestic Partners – please be advised that due to Status of Forces Agreement’s (SOFA) with Foreign OCONUS duty locations, you MUST validate command-sponsorship with gaining civilian personnel section prior to movement
STAFFING OFFICE

- You should receive multiple e-mails with directions from the staffing POC
- Selecting Officials / Civilian Personnel Section (CPS)
  - Responsible for filling in portions of OM
  - Assist in answering questions

PCS UNIT

- Responsible for orders production. Assist with understanding entitlements and allowances that are authorized within the JTR and DSSR

RESOURCES OFFICE

- Responsible for funding orders. This office also serves as the POC for DoD National Relocation Program (DNRP), Real Estate, and Property Management Services (PMS)
TIMELINES

- From the time of tentative offer acceptance, EODs are tentatively set at 65 days out for OCONUS moves
- EODs must be set at the beginning of a new pay period (Sundays)
  - **Example:** Tentative offer accepted on Jan 1, 2014; 65 days from that date is Mar 7, 2014; the next pay period begins on Mar 9, 2014; therefore the EOD will be Mar 9, 2014
- This allows employees 45 days with orders in hand to out process & prepare for the move

**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 and orders processed within 72 hours
- BRAC EODs are set & maintained in accordance with base closure timelines
Important!

*Never make irreversible life changes prior to receipt of orders w/out written consent*

- **Transportation & per diem for employee & authorized dependent(s)**
  - Includes airfare, meals & incidentals while in a travel status
  - Travel must begin within 12 months of EOD

- **Miscellaneous expenses when moving a household**
  - Fixed rate paid at $650 w/out dependents & $1350 w/ dependents
  - Very limited circumstances, actual reimbursement may be authorized
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 EOD
- One 12-month extension may be granted, if delayed dependents is approved

NTS (extended storage) of HHG

RITA
- Certain PCS entitlements & allowances are taxable to Fed & State
- RITA reimburses for the additional income taxes owed by employees
DoD Component have discretionary authority to pay or reimburse the following PCS allowances:

- **TQSA**
  - Covers lodging, meals & laundry at new PDS while searching for housing
  - Must keep receipts & itemize expenses
  - Paid for at the gaining organization under DSSR entitlements
  - See your CPS upon arrival at new PDS for reimbursement
  - May be reimbursed up to a maximum of 90 days
POV shipment

- F-OCOUNUS typically authorized shipment of one POV
- Contact nearest TMF for shipment arrangements, when authorized on orders
- POV shipment to Japan is typically cost prohibitive due to stringent & costly automobile requirements for vehicles in Japan. Ensure you understand before shipping an American vehicle to Japan

Property Management Service (PMS)

- Applies to those eligible for DNRP -- SES or GS-13+ selected for a CFT Key Career Position (KCP)
- Rental Management Services reimbursed to employees for rental property at old PDS -- up to 10 percent reimbursement of rent amount
- Employee bears costs up front & request reimbursement every 6 or 12 months to afpcdpeearesourcesoffice@us.af.mil
Information

- You will receive a PCS unit welcome letter via e-mail with the name of your technician, contact information, links to information on your PCS entitlements, and where to check on the status of your orders.

- For Entitlements and Allowances
  - Joint Travel Regulation

- For all Household goods, POV shipment and GBL cost comparison related questions contact your nearest TMO
  - [http://www.move.mil/home.htm](http://www.move.mil/home.htm)

- For reimbursement, travel rates and other finance related questions contact your gaining finance center

- Department of State Standardized Regulations (DSSR)
  - [http://aoprals.state.gov/content.asp?content_id=231&menu_id=92](http://aoprals.state.gov/content.asp?content_id=231&menu_id=92)