Military Personnel Policy Guidance
Alternate Place of Duty

• Purpose: To limit or decrease the likelihood of exposure to the virus, and/or to minimize the congregation of large numbers of military members for anything but essential military missions.

• Authority: Commanders
  – For active service members under their command and control.

• Alternate places of duty include, but are not limited to:
  – Member’s residence, or
  – Unaccompanied government quarters, or
  – Temporary lodging when ordered into restriction of movement for self-monitoring.
  – Cannot be open-bay unaccompanied government quarters, or rooms with shared bathrooms and/or kitchen facilities.
Pay, Allowances, and Benefits Guidance
**Basic Allowance for Subsistence (BAS)**

- Does not apply to:
  - Officers, or
  - Members eligible for **Isolation Allowance**.

- Must ordered into restriction of movement for self-monitoring.

- Essential Station Messing (Meal Card Holders).
  - Meal Deductions Stop.

- BAS II is authorized when all of the follow apply:
  - Member is not residing in Government Quarters; and
  - Are not provided meals from a government/appropriated fund DFAC; and
  - Must consume from a commercial source (e.g., room service, delivery service); and
  - The facility or lodging does not have adequate food storage and preparation facilities.
Housing Allowances

• When a Member without dependents occupies unaccompanied government quarters as a result of being ordered into restriction of movement for 14 days of self-monitoring:
  – Occupancy of the government quarters shall be considered temporary.
  – Entitlement to BAH or OHA will continue, but only if
  – Member was entitled to BAH or OHA at the without dependents rate—prior to being ordered into restriction of movement for self-monitoring.
Family Separation Housing Allowance (FSH)

- Commanders may authorize members to receive FSH when:
  - Government-funded concurrent travel of dependents is not authorized in conjunction with a PCS from a PDS in the U.S., to another PDS in the U.S. as a result of DoD’s response to COVID-19, and
  - The dependents do not actually reside at or near the new PDS, and
  - Government quarters at the new duty station (to include unaccompanied government quarters or shipboard quarters) are not available.

- Entitlement:
  - Entitled to BAH at the with dependents rate based on the dependent(s) location or the old PDS (whichever is more equitable), and
  - FSH (paid at the BAH without dependents rate for a member’s pay grade) based on the location of the new PDS.
Family Separation Allowance (FSA)

• In the case of an Authorized Departure/Stop Movement:
  – FSA may be paid to members whose dependents either:
    • Travel to a safe-haven that is not at or near the PDS, or
    • Are not in the area of the PDS and are no longer authorized concurrent Government-funded travel to join the member at the PDS.
  – Entitlement begins:
    • On the date the dependents depart the PDS or
    • The date Government-funded concurrent travel of dependents is suspended.

• In the case of the directed temporary travel restrictions:
  – FSA may be paid to members who are separated from their dependents due to suspension of Government-funded concurrent travel of dependents (including suspension of concurrent travel from one CONUS PDS to another CONUS PDS);
  – Entitlement accrues as of the date of the suspension.
  – FSA may be paid to members separated from their dependents as a result of being halted at a TDY location (including TDY locations in conjunction with a PCS) provided
    • The period of the TDY exceeds 30 consecutive days;
    • Entitlement is effective as of the first day of the combined period.

• Members are only entitled to one payment of FSA monthly; dual FSA is not authorized.

• Members separated from their dependents (or service member spouses) solely as a result of their leave travel being halted, delayed, or cancelled in accordance with the Secretary of Defense directed travel restrictions, are not entitled to FSA.
Isolation Allowance (New)

• For members who are completing a permanent change of station (PCS) from a country where DoD Force Health Protection guidance requires a period of self-monitoring.
• For Members who incurs a cost, and lodging and meals are not provided in-kind.
• Payable during the period after the member reports to the new PDS, and
• Before the member is eligible for Temporary Lodging Expense (TLE) or Temporary Lodging Allowance (TLA).
Hardship Duty Pay – Restriction of Movement (New)

• Must be at PDS.
• Must not be in a travel status, including:
  – Those who have returned from deployment or
  – TDY, or
  – PCS.
• Must meet all of the following conditions as a result of the effects of COVID-19
  – Must be ordered into self-monitoring; and
  – Government lodging-in-kind is not available; and
  – Incurs a cost for the additional lodging during this period; and
  – The cost of lodging is neither reimbursed nor defrayed.
• Rate: $100 per day, not to exceed $1,500 per month.
• This is a pay and not a reimbursement.
• HDP-ROM is taxable.
• May or may not cover the full amount of the Member’s actual cost.
Leave

• Members caring for family members:
  – Apply leave and liberty policies liberally, consistent with DoD Force Health Protection guidance and mission requirements.

• Member who are ill:
  – Use convalescent leave under the advice and direction of medical health care professionals.

• Members exposed to COVID-19:
  – Follow normal convalescent leave guidance and DoD Force Health Protection guidance for members who are exposed to COVID-19.

• Members suspected to have been exposed to COVID-19:
  – Commanders should follow DoD Force Health Protection guidance for members who are suspected to have been exposed to COVID-19.
  – Chargeable leave is not generally appropriate.
  – Assign Member to an alternate place of duty.
  – Authorize relevant work to be performed remotely.

• Members caring for a close family member who is required to self-monitor.
  – Apply leave and pass policies liberally, or
  – Assign an alternate place of duty and authorize relevant work to be performed remotely.

• All other situations:
  – As a result of COVID-19 on military members or family members.
    • Apply leave and pass policies liberally, or
    • Assign an alternate place of duty and authorize relevant work to be performed remotely.
  – Not as a result of illness, potential exposure, or extended effects of COVID-19.
    • Authorize pass, special pass, or require members to request annual leave through normal unit procedures.

• Members who exhaust their annual leave may be granted advance leave, with pay and allowances.
Travel and Transportation Allowances
(Per Diem)
PCS Travel - Interruptions

• Members and dependents who are ordered into a period of self-monitoring when performing a PCS:
  – May receive per diem after departing or detaching the old PDS.

• Members and dependents who are delayed at a port of entry:
  – May be authorized per diem while awaiting transportation before proceeding to the new PDS.

• Members and dependents performing a PCS, and
  – Who receive orders to delay their travel after departing the old PDS, and are authorized to:
    • Remain in place, or
    • Temporarily return to the old PDS, or
    • Move to an alternate location:
      – May be authorized per diem while awaiting transportation.
  – Who have departed the old PDS and are later
    • Ordered to permanently return to the previous PDS, or
    • Whose orders are amended to name a different permanent duty station:
      – May be authorized PCS allowances.
**TDY Travel - Interruptions**

- Members ordered into restriction of movement for self-monitoring at the TDY location:
  - May be authorized TDY travel and transportation allowances.
  - TDY orders may be amended to extend the TDY assignment to cover the period of self-monitoring.

- Members returning to the PDS from TDY travel, including return from deployments, who are ordered into restriction of movement for self-monitoring at a port of entry before proceeding to the temporary duty station:
  - May be authorized standard travel and transportation allowances.
  - TDY orders may be amended to extend the TDY assignment for the duration of the isolation.

- Members traveling on TDY who are ordered to return to the PDS after they departed to the TDY location:
  - May be authorized standard travel and transportation allowances to return to the PDS.

- Members at a TDY location who are ordered to curtail their travel and return to the PDS:
  - Are authorized standard travel and transportation allowances to the PDS.

- Members returning to their PDS from a TDY, including return from deployments:
  - May be authorized TDY allowances if ordered on TDY away from the PDS.
Temporary Living Expense and Temporary Lodging Allowance

If, upon arrival at new PDS:

- Member is ordered into restriction of movement for self-monitoring, and
- The member’s dependents reside with the member and also participate in self-monitoring),
- Payment of TLE or TLA may be deferred until
  - The end of the self-monitoring period and
  - payment the Isolation Allowance ends.
- If the member is ordered into restriction of movement for self-monitoring at the new PDS, and
- Reside separately from their dependents,
- Payment of TLE or TLA may be paid for the dependents concurrently with any Isolation Allowances paid to the member.
- In all cases, members and/or dependents must be otherwise qualified to receive TLE or TLA at the new PDS.

If at the old PDS:

- But are unable to commence PCS travel as a result of the temporary travel restrictions
- members and dependents should be considered to be in an “awaiting transportation”.
- The TLE or TLA should be stopped,
- Convert to per diem entitlements in order to preserve the TLE or TLA entitlements future use at new PDS.