



DOW MANUAL 1315.21, VOLUME 2

MILITARY PERSONNEL ASSIGNMENTS: OUTSIDE THE CONTINENTAL UNITED STATES DUTY AND DEPENDENT TRAVEL

Originating Component: Office of the Under Secretary of War for Personnel and Readiness

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Purpose: This manual is composed of two volumes, each with its own purpose. In accordance with the authority in DoD Directive (DoDD) 5124.10, and the policy in DoW Instruction (DoWI) 1315.18:

- This manual implements policy, assigns responsibilities, and provides procedures for assigning and reassigning Service members to a new permanent duty station (PDS).
- This volume:
 - Prescribes authorities and procedures for duty outside the continental United States (OCONUS), including the establishment of OCONUS tour lengths.
 - Prescribes authorities and procedures for military dependent travel, including OCONUS dependent travel, its limitations, and early return of dependents.
 - Prescribes guidelines for determining OCONUS tour length combinations.

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SECTION 1: GENERAL ISSUANCE INFORMATION

1.1. APPLICABILITY.

a. This volume applies to OSW, the Military Departments (including the Coast Guard at all times, including when it is a Service in the Department of Homeland Security by agreement with that Department), the Office of the Chairman of the Joint Chiefs of Staff (CJCS) and the Joint Staff, the Combatant Commands, the Office of Inspector General of the Department of War, the Defense Agencies, the DoW Field Activities, and all other organizational entities within the DoW (referred to collectively in this volume as the “DoW Components”).

b. This volume does not apply to:

(1) Service members detailed to non-DoW activities covered by DoDI 1000.17.

(2) General officers/flag officers (GO/FOs), whose assignments are generally 2 years, except those procedures pertaining to OCONUS duty and dependent travel, as outlined in Sections 3 and 4 of this volume.

1.2. POLICY.

In accordance with the policy in DoWI 1315.18:

a. The Military Services make assignments for all Service members without regard to sex, color, race, religious practice, ethnic background, national origin, age, marital status, or sexual orientation, consistent with requirements for physical capabilities. Additionally, the Military Services make assignments for all Service members without regard to age or marital status. This applies equally to both permanent change of station and temporary duty assignment actions. This does not apply to unit moves. Exceptions include:

(1) The religious practice of chaplains.

(2) Marital status for military couples.

(3) Cases where status of forces agreement (SOFA) protections are not extended to same sex spouses.

b. The primary considerations in reassigning a Service member are the Service member’s current qualifications and ability to fill a valid mission requirement. A secondary consideration is achieving co-location of dual military couples. The Military Services may consider other factors (e.g., spouse employment, spouse and child educational activities, volunteer activities, and circumstances that minimize personnel turbulence) when in line with mission requirements and Service member career development. Exceptions include:

(1) When necessary to relieve a Service member or dependent's personal hardship because a dependent needs access to specialized medical treatment or educational services, in accordance with DoDIs 1315.19 and 1342.12.

(2) When otherwise required by law in instances in which a prohibited conflict of interest may exist between the official duties of a Service member and the employment of a family member.

c. Service members who are convicted of a sexual assault are not reassigned and are processed for administrative separation for misconduct in accordance with DoDIs 1332.14 and 1332.30.

d. Service members and adult military dependents (age 18 years and older) who file an Unrestricted Report of sexual assault may request an expedited transfer as authorized in Volume 1 of DoDI 6495.02. Procedures for doing so are in Enclosure 5 of Volume 1, DoDI 6495.02.

e. Service members who report being a victim of domestic violence may request an expedited transfer in accordance with DoDI 6400.06.

SECTION 2: RESPONSIBILITIES

2.1. ASW(M&RA).

Under the authority, direction, and control of the Under Secretary of War for Personnel and Readiness, the ASW(M&RA):

- a. Develops and maintains this manual.
- b. Standardizes tour lengths for Service members stationed OCONUS and requires an assessment of force protection and antiterrorism considerations in accordance with DoDI 2000.12 for establishment of new or changes to current OCONUS tour lengths.
- c. Establishes career life cycle management of Service members, including assignment of:
 - (1) Service members to designated hostile-fire and imminent-danger areas.
 - (2) Sole surviving children and Service members from the same immediate family.
- d. Develops and oversees policies and procedures for the transportation of military dependents at U.S. Government (USG) expense.

2.2. DIRECTOR, DEFENSE SECURITY COOPERATION AGENCY (DSCA).

Under the authority, direction, and control of the Under Secretary of War for Policy, through the Assistant Secretary of War for Strategy, Plans, and Capabilities, and in addition to the responsibilities in Paragraph 2.5., the Director, DSCA:

- a. In coordination with the respective geographic Combatant Commanders, and in accordance with DoDI 5132.13, reviews OCONUS tour lengths and requests to establish or change OCONUS tour lengths for Service members assigned to security cooperation organizations (SCOs).
- b. In coordination with the Director, Defense Intelligence Agency (DIA), reviews selection and assignment actions for senior defense officials/defense attachés (SDO/DATTs) in accordance with DoDD 5205.75.
- c. In coordination with the ASW(M&RA), reviews publication of approved OCONUS tour lengths for Service members assigned to SCOs.

2.3. DIRECTOR, DIA.

Under the authority, direction, and control of the Under Secretary of War for Intelligence and Security, and in addition to the responsibilities in Paragraph 2.5., the Director, DIA:

a. Establishes OCONUS tour lengths for Service members assigned to a defense attaché office (DAO) of the Defense Attaché Service, authorizes tour length exceptions on a case-by-case basis, determines whether OCONUS accompanied tours are authorized, and publishes a current list of these tour lengths in DIA Guide 5105.32-1.

b. In coordination with the Director, DSCA, reviews selection and assignment actions for each SDO/DATT pursuant to DoDD 5205.75.

c. In coordination with the geographic Combatant Commanders, reviews OCONUS tour lengths.

2.4. DIRECTOR, WASHINGTON HEADQUARTERS SERVICES.

Under the authority, direction, and control of the Director of Administration and Management, and in addition to the responsibilities in Paragraph 2.5., the Director, Washington Headquarters Services, assigns, reassigns, and releases Service members to and from the OSW, Defense Agencies, and DoW Field Activities. The Director, WHS, may delegate these functions no lower than the Assistant Director, Military Personnel Division.

2.5. DOW COMPONENT HEADS.

The DoW Component heads:

a. Ensure this volume is implemented within their respective Component.

b. Ensure records and information established and created in accordance with this volume are retained in accordance with DoDI 5015.02 and DoW Component records management disposition schedules.

2.6. SECRETARIES OF THE MILITARY DEPARTMENTS.

In addition to the responsibilities in Paragraph 2.5., the Secretaries of the Military Departments:

a. Establish procedures within their respective Military Departments to monitor and measure permanent change of station (PCS) turbulence.

b. Provide PCS data as specified in Volume 2 of DoD Manual 7730.69.

c. Nominate and assign qualified Service members (i.e., those who meet security, education, and experience requirements reflected on personnel requisitions and clear sexual offense-related and domestic abuse incident screening) to OSW, the Joint Staff, the Defense Agencies, and the DoW Field Activities within the prescribed suspense dates.

d. Confirm ASW(M&RA) approval of OCONUS tour lengths as prescribed in Section 3 and notify the CJCS before allowing Service members to report for duty at a new OCONUS assignment location.

2.7. SECRETARY OF THE NAVY.

In addition to the responsibilities in Paragraphs 2.5. and 2.6., the Secretary of the Navy establishes sea duty assignment tour lengths and tour lengths for OCONUS dependent-restricted duty assignments with deployment-designated units of the Marine Corps operating forces.

2.8. CJCS.

In addition to the responsibilities in Paragraph 2.5., the CJCS:

- a. Coordinates Military Department and geographic Combatant Command requests to establish or change OCONUS tour lengths in conjunction with the Military Service Chiefs.
- b. Recommends to the ASW(M&RA) approval of appropriate OCONUS tour lengths and restrictions on accompanied tours pursuant to DoDI 2000.12.

2.9. GEOGRAPHIC COMBATANT COMMANDERS.

In addition to the responsibilities in Paragraph 2.5., the geographic Combatant Commanders:

- a. Submit requests to the CJCS to establish or change OCONUS tour lengths for locations within their area of responsibility (including tour length locations for Service members assigned to SCOs that are not in the current list published by DIA).
- b. Obtain ASW(M&RA) tour length approval before allowing Service members to report for permanent duty at a new OCONUS assignment location.
- c. In coordination with the Director, DIA establish tour lengths for Service members assigned to the Defense Attaché Service locations within their area of responsibility.
- d. For Service members assigned to the Defense Attaché Service or the SCO positions within their area of responsibility:
 - (1) Provide coordination for, and in certain cases approval of, voluntary or involuntary extensions of an OCONUS tour.
 - (2) Review consecutive OCONUS tour (COT) reassignments of Service members assigned to Chief, SCO positions.
 - (3) Provide concurrence with OCONUS tour curtailments for Service members assigned to SCO positions and coordination on SDO/DATT curtailments.

SECTION 3: OCONUS DUTY

3.1. ESTABLISHMENT OF OCONUS TOUR LENGTHS.

a. Authorized OCONUS tour lengths and tours of duty OCONUS are listed at the Joint Travel Regulations (JTR) website located at https://www.travel.dod.mil/Portals/119/Documents/JTR/Supplements/TOUR_LENGTHS_AND_TOURS_OF_DUTY_OCONUS.pdf.

(1) Standard tour lengths for Service members stationed OCONUS (i.e., overseas), except for Alaska and Hawaii, are 36 months accompanied and 24 months unaccompanied.

(2) Military Departments or geographic Combatant Commands may provide conclusive evidence that hardships at specific OCONUS locations require the tour lengths be shorter, as provided in Table 1.

Table 1. Guideline for Determining OCONUS Tour Length Combinations

Tour Length Combination (Months Accompanied/Months Unaccompanied)	Standard
36/24 (Note 1)	The standard OCONUS tour. Locations with quality-of-life (Note 2) conditions reasonably comparable to U.S. standards.
30/18	Locations with significant quality-of-life factors, such as extreme weather and isolation that require less than the standard tour but where there is an identified overriding operational need for personnel continuity.
24/24	Locations with conditions suitable for the standard tour except for quality-of-life factors that collectively impose a significant hardship on dependent families.
24/18	Locations with extreme adverse conditions that preclude the standard tour of all Service members but where overriding operational considerations demand more than a 1-year tour for unaccompanied personnel.
24/12 (Note 3)	Remote and arduous locations with limited family support facilities or with economic conditions not supporting a quality-of-life reasonably comparable to U.S. standards.
0/12 (Note 3) (dependent-restricted tour)	Locations lacking adequate family support facilities or with potential threat to the safety or security of families.
Note 1: The Department of the Navy can authorize up to 48-month accompanied / 48-month unaccompanied tours (for first term Sailors without dependents) for forward deployed naval forces on a sea duty tour.	
Note 2: Quality-of-life is associated with the elements listed under Part I of the tour length data sheet located at Section 5 of this volume.	
Note 3: An increase in the unaccompanied tour length for locations with 24/12 or 0/12 tour lengths may be authorized on a case-by-case basis for a specified overriding operational requirement and will be subject to periodic review. Supporting information should show why the next higher regular tour length increment cannot satisfy the requirement.	

b. If the “Tour Lengths for DoW Service Members” document located on the JTR website does not list tour lengths for a country or specific OCONUS location, the Secretary of the Military Department or the geographic Combatant Commander concerned must submit an OCONUS tour length request and receive ASW(M&RA) approval before PCS departure of the Service member or their dependents to that country or specific OCONUS location.

c. If fewer than 25 Service members from a single Military Service are assigned to a country or specific OCONUS location without an established tour length, the Secretary of the Military Department concerned may establish an unaccompanied tour length for that location based on the tour length guidelines prescribed in Table 1. This authority will not be delegated.

(1) The Secretary of the Military Department must notify and provide the CJCS and the ASW(M&RA) a completed tour length data sheet in accordance with Section 5 of this volume, before Service members report for permanent duty at the new assignment location.

(2) The ASW(M&RA) must grant approval:

(a) Before 25 or more Service members from a single Military Service (or any number of Service members from multiple Military Services) are assigned; or

(b) If command-sponsored dependents are introduced or reintroduced into a country or new geographical location (i.e., installation or city) that does not have an approved accompanied tour length.

d. Requests to establish or change tour lengths will address the full range of facilities both on and off the military installation. Tour length change requests will be justified fully and based on the tour length guidelines outlined in Table 1, along with completion of the tour length data sheet in accordance with Section 5 of this volume.

(1) The Secretary of the Military Department or geographic Combatant Commander concerned will submit tour length change requests to the CJCS for coordination with the Military Service Chiefs. The CJCS will then forward the request and their recommendation to the ASW(M&RA) for approval.

(2) The ASW(M&RA) will return recommendations to the CJCS for further staffing when tour length change requests do not provide the applicable data, endorsements, and coordination. Required content for these recommendations include:

(a) A current tour length data sheet for the requested location and completed by the Military Service commander at that location.

(b) An endorsement and justification provided by the senior Military Service representative within the theater.

(c) An endorsement provided by the geographic Combatant Commander and a CJCS recommendation on force protection and antiterrorism considerations.

(d) Coordination by the Director, DSCA for additions or changes that affect SCOs.

(e) Coordination by the Director, DIA, and Director, DSCA, for additions or changes that affect SDO/DATTs.

(f) A cost differential in PCS costs for all Military Services.

e. Unless otherwise indicated in the JTR, Service members assigned to Alaska and Hawaii will serve a minimum tour of 36 months, whether accompanied or unaccompanied.

f. When Service members are assigned to activities governed by government-to-government contracts, the tour lengths specified by the contract will be served, regardless of the prescribed tour lengths for the duty station.

g. The Director, DIA will determine prescribed tour lengths for Service members assigned to the Defense Attaché System and whether these tours are accompanied or unaccompanied. The Director, DIA:

(1) Will determine if Service members will serve an accompanied or unaccompanied tour in accordance with Paragraph 3.5. Defense Attaché System tour lengths will, in general, be 36 months, except for specified isolated or difficult stations where they may be shorter as outlined in Paragraph 3.1., and in accordance with DIA Guide 5105.32-1.

(2) May authorize tour-length exceptions on a case-by-case basis.

(3) Will provide a list of the tour lengths they prescribe to the ASW(M&RA).

h. The prescribed tours, including the tour length and accompanied or unaccompanied eligibility, for Service members assigned to SCOs (e.g., Office of Defense Cooperation, Office of Security Cooperation, Office of Military Cooperation) will be the same tours prescribed for Service members assigned to the Defense Attaché System at the same assigned location, or the tour length established by the Department of State for locations not covered by the Defense Attaché System.

i. Tour lengths for Marine Corps security guards assigned to OCONUS foreign service posts are prescribed by the October 13, 2020 Memorandum of Agreement between the U.S. Department of State and the United States Marine Corps. The Marine Corps will provide a copy of all revisions to the memorandum of agreement to the ASW(M&RA).

j. For OCONUS Marine Corps barracks, the tour length will be as prescribed in the JTR, except that the unaccompanied tour for first-term enlisted Marines is 18 months or the prescribed tour, if shorter.

k. As an exception to the OCONUS tour lengths in the JTR, medical officers with 2-year service obligations serving in certain shortage specialties are authorized to serve 2-year accompanied tours in long tour areas. Shortage specialties are determined by the Secretary of the Military Department concerned in consultation with their surgeon general. Movement of dependents OCONUS for these officers requires that the officers are otherwise authorized transportation of dependents and household goods (HHG) at USG expense.

1. The Secretary of the Navy establishes accompanied and unaccompanied tour lengths for tours of duty at sea and dependent-restricted duty with deployment-designated Marine Corps operating forces units. The Secretary of the Navy will apply the OCONUS tour length guidelines from Table 1 and require completion of the tour length data sheet in accordance with Section 5 when establishing tour lengths for these OCONUS assignments.

m. Reserve Component Service members (other than Active Guard and Reserve Service members):

(1) Are not required to serve the established OCONUS tour length for the country or OCONUS duty location if they are:

(a) Ordered to active duty for training for 140 days or more at one OCONUS location; or

(b) Ordered to active duty other than training for more than 180 days at one OCONUS location.

(2) May be authorized PCS allowances and entitlements or any part of such allowances normally associated with an OCONUS PCS in accordance with the JTR.

(3) Whether activated for training or activated for other than training, will not be authorized an accompanied OCONUS tour or placed in an OCONUS command-sponsored position without approval from the Secretary of the Military Department concerned.

n. As an exception to the OCONUS tour length in the JTR, officers participating in foreign area officer training assignments and education or broadening assignments (e.g., Olmsted Scholar Program) may be authorized to serve 12-month or longer accompanied tours. Movement of their dependents to the OCONUS duty station is contingent on the following:

(1) The area to which the Service member is assigned has an approved accompanied tour area as defined by the JTR or is in a country that has an OCONUS tour length approved by the Director, DIA, and the Service member has received an approved Department of State country clearance to be assigned to a designated location.

(2) The Service member and dependents must be able to reside a minimum of 12 months at the duty station.

(3) Dependents will be screened, and coordination will occur with the appropriate sources (e.g., medical activities, Department of Defense Education Activity (DoDEA)) to verify the required medical and educational services are available, pursuant to DoDIs 1315.19 and 6000.20.

3.2. DENIAL OF ENTRY INTO A FOREIGN COUNTRY.

When a Service member is denied an entry visa or a foreign country formally refuses to permit entry and that denial is discriminatory, the Secretary of the Military Department concerned will:

a. Review the circumstances surrounding the denial to determine what action should be taken.

b. When evaluating the circumstances, seek the advice and recommendations of the geographic Combatant Commander concerned, the offices of the ASW(M&RA) and the Assistant Secretary of War for International Security Affairs and, if the Service member is assigned to a DAO or SCO position, the Director, DIA, or Director, DSCA, as appropriate.

3.3. KEY BILLETS.

a. Approving authorities in Paragraph 3.3.c. will designate a billet as “key” if the continued presence of an officer, warrant officer, or senior enlisted Service member (i.e., E-7 through E-9) is determined to be essential to the mission of an activity or a unit or to the U.S. presence in that area. Such designation requires Service members to serve 24 months, even if they decline to serve the tour accompanied, and will be established only at OCONUS duty stations where the accompanied tour is at least 24 months.

b. Requests for designating an OCONUS billet or position as “key” will be submitted in writing by the Component commander or geographic Combatant Commander to the approval authority listed in Paragraph 3.3.c. A request will include an endorsement from the Military Service concerned, the ASW(M&RA) and, if required, the CJCS, who will ensure coordination with the other Military Services.

c. Key billet approval authorities are:

(1) The CJCS for activities under CJCS cognizance.

(2) The Director, Washington Headquarters Services, for activities under OSW cognizance.

(3) The Secretary of the Military Department concerned for activities not under CJCS or OSW cognizance.

d. Key billet designation is not appropriate when the unaccompanied tour length for the assignment location is 24 months or greater. A position may not be designated as a key billet unless:

(1) The position is authorized a commissioned or warrant officer or a senior enlisted Service member (i.e., E-7 through E-9).

(2) USG-furnished family quarters are available.

(3) Concurrent travel of dependents is authorized.

(4) An accompanied tour of at least 24 months is authorized for the specific location.

e. The position of SDO/DATT and Chief, SCO, and Chief of Attaché Operations (CAO) will be automatically designated a key billet, unless circumstances dictate otherwise or if command-sponsored dependents are not authorized. Other SCO or DAO positions may be designated key billets if the functions of the position are related directly to management of security cooperation programs requiring continuity of effort and specialized experience and training. Requests for designation of other SCO or DAO positions as key billets must be submitted in accordance with Paragraph 3.3.b.

f. Including key billet requests in changes to manning documents is prohibited.

3.4. COMPUTATION OF OCONUS DUTY.

A uniform method of computing OCONUS duty will be used by all Military Services.

a. Time creditable as OCONUS duty for PCS begins with the day of departure from a continental United States (CONUS) port and ends with the day of return.

b. Authorized leave taken in CONUS while en route from one OCONUS duty station to another OCONUS duty station will be excluded from the computation.

c. Authorized leave taken OCONUS en route to an OCONUS duty station will be excluded from the computation.

d. A Service member administratively assigned to an OCONUS command but physically assigned to a primary duty location in CONUS will not receive OCONUS tour credit.

e. Service members with dependents enrolled in the Exceptional Family Member Program will be credited with having completed the OCONUS tour if they are reassigned from OCONUS pursuant to the conditions outlined in DoDI 1315.19.

3.5. DETERMINATION OF TYPE OF OCONUS TOUR.

a. Service members assigned OCONUS and accompanied or joined by command-sponsored dependents will serve the prescribed accompanied tour. Service members will be given the opportunity to extend their obligated military service to qualify for and serve the accompanied tour.

b. Service members acquiring dependents while assigned OCONUS must request to serve the prescribed accompanied tour to obtain command sponsorship for their dependents.

c. The following Service members will serve the prescribed unaccompanied tour when assigned OCONUS:

(1) Single Service members who have no dependents. The Secretary of the Military Department concerned may require single Service members who have no dependents to serve the accompanied tour when assigned to OCONUS locations authorized an accompanied tour.

(2) Service members with dependents, or married to another Service member, who are not accompanied or joined by command-sponsored dependents or their Service member spouse.

d. When a Service member's spouse is a Service member (i.e., dual military couple), the OCONUS tour length will be established as follows:

(1) Dual military couples accompanied or joined by command-sponsored dependents will serve the accompanied tour.

(2) Dual military couples assigned to or living in the same OCONUS location or locale will each serve the accompanied tour when such a tour length is authorized for either Service member's duty station.

(a) In the event the dual military couple's OCONUS tours are not aligned, the Secretary of the Military Department concerned will determine the appropriate tour length to accommodate the needs of the Military Service and individuals concerned.

(b) If either of the Service members' OCONUS tour is shortened to establish a common PCS date, approval authority may be delegated no lower than the Service headquarters-level directors of officer and enlisted assignments.

(3) Dual military couples assigned to different locations will serve the unaccompanied tour. However, if these Service members establish a joint residence, they will serve the accompanied tour if such a tour is authorized for the location or locale where they are residing.

(4) When a Service member marries another Service member while both are assigned OCONUS, their original tours are maintained. The only exceptions to this requirement are for Service members who voluntarily agree to serve the longer (accompanied) tour at that location or when dependent command sponsorship is involved.

3.6. TOUR ELECTIONS.

a. A Service member selected for and assigned to an OCONUS duty station where an accompanied tour is authorized (i.e., assigned to a command-sponsored position) and is eligible for USG transportation of dependents and HHG may elect to serve either the accompanied or unaccompanied tour.

b. If the Service member elects the accompanied tour and is eligible, they will be provided the allowances and benefits associated with such tours. Unless concurrent travel is denied by a competent authority and the estimated delay in dependent travel is greater than 20 weeks, only one set of dependent travel orders will be issued.

(1) When concurrent travel is denied by the Military Service concerned and it is estimated by that Military Service that the delay in dependent travel will be 20 or more weeks from the port-reporting month of the Service member, their dependents may be relocated to a designated place at USG expense without jeopardizing further authority for dependent transportation to the Service member's OCONUS duty station.

(2) Care must be taken to ensure that the Service member fully understands the limitations of such designated place relocations.

(a) Designated place relocations may be made to a location within CONUS, to a non-foreign OCONUS location, or to a foreign OCONUS location. Designated place relocations may be made to a non-foreign OCONUS location only if the sponsor was a resident domiciliary before entering active duty or the spouse was a resident domiciliary at the time of marriage to the Service member. Foreign OCONUS locations are only authorized if the spouse was born in the requested country.

(b) Service members who elect a designated place relocation and who subsequently relocate their dependents to their OCONUS duty station may receive only one dislocation allowance payment in accordance with Section 4 of Volume 1 of this manual.

c. Due to the fiscal implications and the disruption to the Service member's family (e.g., delaying dependent travel for periods greater than 20 weeks), the Military Services will ensure such delays are kept to a minimum.

(1) If the Service member elects to serve the unaccompanied tour, their dependents may continue to reside at their current location or, at the request of the Service member, may be relocated at USG expense to a designated place.

(2) Unless authorized by this volume, if the Service member is serving an unaccompanied tour and is eligible to elect a designated place for their dependents, then relocation of dependents should be authorized to the requested CONUS, non-foreign OCONUS, or foreign OCONUS location, as appropriate.

d. Service members already stationed OCONUS with command-sponsored dependents may elect to have their dependents remain at their current OCONUS duty station. The Secretary of the Military Department concerned will approve for such dependents to remain at the current OCONUS duty station location and may not delegate this decision below the headquarters that directs dependent transportation policies or procedures for the Military Service concerned.

(1) While such dependents are eligible for subsequent USG transportation and enable the Service member to receive station allowances at the "with dependents" rate, they will not be considered command sponsored.

(2) The Service member and their dependents will be advised that the host nation SOFA may no longer cover dependents remaining in a foreign country.

e. When the Service member elects to relocate their dependents or HHG to a designated place at USG expense, their dependents are not eligible for USG transportation until the Service member is reassigned on follow-on PCS orders from their OCONUS duty station or receives an approved in-place consecutive OCONUS tour (IPCOT), except as noted in Paragraph 3.6.b.(1).

f. Service members electing to serve the unaccompanied tour and relocating their dependents at USG expense to a designated place may further relocate their dependents to their OCONUS duty station at their own expense. Unless the Service member is eligible for and requests

command sponsorship of their dependents, these dependents will be considered individually sponsored dependents. If these dependents become command sponsored after their arrival OCONUS, they are eligible for USG transportation on the Service member's reassignment.

g. Service members selected for and assigned to an OCONUS duty station where command-sponsored dependents are not authorized (i.e., a dependent-restricted tour) will serve the prescribed unaccompanied tour. The Service member's dependents may be relocated to a designated place at USG expense.

(1) If the dependent-restricted tour location is changed to an accompanied tour location after the Service member's arrival, and they are eligible to serve an accompanied tour, the Service member will be given the opportunity to volunteer to serve the accompanied tour.

(2) When the Military Service concerned approves the change to the Service member's tour election, their dependents are provided USG transportation to the duty station, regardless of whether they were previously relocated to a designated place. For the Service member's dependents to be command sponsored, the Service member must have at least 12 months remaining on the tour when their dependents arrive and serve the accompanied tour length.

h. Service members stationed OCONUS and who are selected to serve a COT in accordance with Paragraph 3.8. have the following tour election options:

(1) Unaccompanied-to-Unaccompanied Tour.

The Secretary of the Military Department concerned may approve, on a case-by-case basis, relocation of dependents and HHG from a previously approved designated place to another designated place at USG expense if it is determined that relocation is in the best interest of the USG. This authority may not be delegated.

(2) Unaccompanied-to-Accompanied Tour.

The Secretary of the Military Department concerned may approve relocation, at USG expense, of dependents and HHG from a previously approved designated place to the Service member's new duty station, including the current duty station for those selected for IPCOT, provided their dependents have completed the Family Member Travel Screening process and required medical and educational services are available at the new OCONUS duty station in accordance with DoDIs 1315.19 and 6000.02.

(3) Accompanied-to-Unaccompanied Tour.

Service members either electing or required to serve the unaccompanied tour (i.e., reassigned to a dependent-restricted tour) when reassigned PCS or selected for an IPCOT will be given the opportunity to relocate their dependents or HHG to a designated place within the United States, the Commonwealth of Puerto Rico, another territory or possession of the United States, or a location authorized by this volume.

(4) Accompanied-to-Accompanied Tour.

Service members electing or required to serve the accompanied tour (i.e., assigned to a key billet) when reassigned PCS or selected for an IPCOT will be given the opportunity to relocate their dependents or HHG to their new duty station. The Service member's dependents or HHG may be relocated to a designated place within the United States, its territories or possessions, or a location authorized by this volume.

(a) Service members assigned to a key billet who elect to serve without their dependents must serve at least 24-months in the billet.

(b) Service members reassigned PCS on a COT under this option (i.e., accompanied-to-accompanied tour) will be given concurrent travel, provided their dependents have completed the Family Member Travel Screening process and required medical and educational services are available at the new OCONUS duty station in accordance with DoDIs 1315.19 and 6000.02.

i. Service members stationed OCONUS and acquiring dependents may be authorized to serve the accompanied tour if their dependents are eligible for, and are approved for, command sponsorship.

3.7. OCONUS TOUR EXTENSIONS.

a. Voluntary Extensions.

(1) The Military Services will encourage eligible Service members to voluntarily extend their OCONUS tours, as such extensions:

(a) Provide a high degree of continuity in the unit of assignment and increase the stability of the Service member and their family (when accompanied).

(b) Reduce PCS costs by eliminating the Service member's move and the move of their replacement.

(2) Attainment of these objectives are not the only considerations when deciding whether to approve an OCONUS tour extension request. Each request must be evaluated on its individual merits, and approval or disapproval must be based on whether the best interests of the USG will be served by keeping the Service member OCONUS.

b. Statutory Limitations.

There are no statutory limitations on the length of time a Service member may remain OCONUS. However, the Secretaries of the Military Departments, based on the critical and urgent Service requirements, may establish limitations on the total length of time Service members may extend their original tour lengths at a specific duty station. There are no DoW-established programs that create allowances for extending OCONUS tours except for:

(1) Allowances available to certain Service members as outlined in Paragraph 3.7.c.

(2) Service members extending their OCONUS tours to get command sponsorship for their dependents, as outlined in Paragraph 4.5.

c. OCONUS Tour Extension Incentive Program.

In accordance with Section 352 of Title 37, United States Code (U.S.C.), and DoDI 1340.26, the Secretary of the Military Department concerned may offer specific monetary or non-monetary incentives to certain Service members for extending their OCONUS tours for at least 12 months.

(1) To be eligible to participate in the OCONUS tour extension incentive program, a Service member must:

- (a) Be entitled to basic pay in accordance with Section 204 of Title 37, U.S.C.
- (b) Possess a specialty designated by the Secretary of the Military Department concerned. Designation authority may not be delegated.
- (c) Have completed their OCONUS tour of duty, including previously approved extensions, at an OCONUS location designated by the Secretary of the Military Department concerned, and at the end of that tour, execute an agreement to extend that tour for at least 12 months.

(2) Service members meeting the eligibility requirements in Paragraph 3.7.c.(1) are authorized to receive one of these benefits:

- (a) Special pay for duty during the extension period at a rate in accordance with Section 352 of Title 37, U.S.C., and DoDI 1340.26;
- (b) A period of special rest and recuperation absence for no more than 30 days;
- (c) A period of special rest and recuperation absence for no more than 15 days for members whose qualifying tour of duty extension is 12 months or less, or for not more than 20 days for members whose qualifying tour of duty extension is longer than 12 months, and round-trip transportation, at USG expense, from the location of the extended tour of duty to the nearest CONUS port (or an alternate destination not to exceed the cost to the nearest CONUS port) and return. Transportation that is associated with this option is detailed in the JTR; or
- (d) An annual lump sum bonus in accordance with Section 35 of Title 37, U.S.C., and DoDI 1340.26.

(3) Service members participating in this program will be removed from the incentive program if, after entering the extension and before its completion, they become ineligible for further OCONUS duty as a result of their actions. In those cases, authorization for further special pay or days of special rest and recuperation absence not taken will be cancelled. If the Service member's ineligibility for OCONUS duty is a result of actions taken by the Military Service concerned, then entitlement to the special pay continues until its scheduled termination

date. However, eligibility for special rest and recuperation absence will be cancelled. Further limitations pertaining to special rest and recuperation absences are pursuant to DoDI 1327.06.

d. Involuntary Extensions.

Service members may be retained in an OCONUS area beyond their original return date to CONUS for investigation or trial by U.S. military or foreign authorities or for completion of actions such as non-judicial punishment, separation processing, or compliance with host-country custom regulations.

(1) Such retention decisions must be made on a case-by-case basis by an authorized official at the O-6 or equivalent civilian grade level or higher who directs assignment policies for the Military Service concerned.

(2) The Service personnel chief, or equivalent, at the headquarters that directs assignment policies for the Military Service concerned may extend tours involuntarily up to 180 days on a case-by-case basis due to any of these circumstances:

(a) The Service member's presence is required to meet critical and immediate operational needs;

(b) The Service member is selected for training or education, and the class start date does not reasonably coincide with the Service member's tour completion date, or;

(c) The Service member is assigned to a unit being inactivated or a base being closed.

e. SDO/DATT, CAO, and SCO Positions.

The voluntary or involuntary extension of a Service member serving an OCONUS tour in an SDO/DATT position is subject to the approval of the Director, DIA, and the Director, DSCA, in coordination with the geographic Combatant Commander concerned.

(1) Extension of a Service member serving in a CAO position is subject to the approval of the Director, DIA.

(2) Extension of a Service member serving in a Chief, SCO, position is subject to the approval of the Director, DSCA, in coordination with the Combatant Commander concerned.

(3) The Combatant Commander concerned approves extensions in other SCO positions.

3.8. COTS.

a. The Military Services will encourage eligible Service members to volunteer for and serve COTs to reduce PCS turbulence. While it is preferred that COTs be done voluntarily; the Military Services may direct involuntary COTs. To maximize the benefits from COTs, the

Military Services will ensure tour obligations are met in accordance with this manual and the JTR before reassigning Service members.

b. While Military Service needs may result in the early reassignment of a Service member, such actions will be minimized. Pursuant to DoDI 6000.20, dependents will be screened and coordination will occur with the appropriate sources (e.g., medical activities, DoDEA) pursuant to DoDI 1315.19, to verify the required medical and educational services are available before granting approval of any accompanied COTs.

a. IPCOT.

(1) Service members serving on either an accompanied or unaccompanied tour may request an IPCOT before completing the initial tour, including voluntary extensions to that tour. By doing so, the Service member agrees to serve another tour within the local commuting area (as defined in the JTR) of the original PDS, whether it is the accompanied or the unaccompanied tour.

(2) No PCS movement is involved for a Service member; however, dependents and HHG may be transported at USG expense. Curtailment of the initial OCONUS tour is not authorized, unless waived in accordance with Paragraph 3.8.a.(5).

(3) Regardless of the Service member's initial tour obligation or the tour length they elect to serve, the Service member will serve the minimum prescribed tour length.

(4) Service members eligible for assignment after serving a 36-month OCONUS tour in Alaska or Hawaii, and who subsequently agree to remain in their same geographic location for an additional 36 months, may be placed on COT orders and authorized travel and transportation allowances in conjunction with approved IPCOT leave.

(5) The Secretary of the Military Department concerned may authorize, on a case-by-case basis, waivers to the requirement that Service members reassigned on IPCOTs serve both prescribed tour lengths.

(a) Requests to waive this requirement will originate no lower than the O-6 or General Schedule-15 level. Approval authority may be delegated no lower than the Service headquarters level directors for officer assignments and enlisted assignments; however, these individuals may approve only exceptions that result in the Service member serving at least the equivalent of two unaccompanied tours before being reassigned. For the purpose of this paragraph, serving 48 months is considered the equivalent of serving two unaccompanied COTs in Alaska, Hawaii, or other OCONUS tour locations where the unaccompanied tour length is 36 months.

(b) Only the Secretary of the Military Department concerned may approve waivers allowing Service members to serve less than the equivalent of two unaccompanied tours.

b. Intra-theater or Inter-theater COTs.

(1) Intra-theater or inter-theater COTs require the PCS movement of the Service member and of their family, if accompanied, to a new geographic location outside of the local commuting area of the member's current OCONUS PDS. When reassigned on such COTs, Service members will be given the opportunity to serve either the accompanied tour, if authorized at the new duty station, or the unaccompanied tour. Service members being reassigned on intra-theater or inter-theater COTs will serve the prescribed tour lengths at both duty stations.

(2) The Secretary of the Military Department concerned may authorize, on a case-by-case basis, waivers to the requirement that Service members reassigned on COTs serve the prescribed tour lengths at both duty stations.

(a) Requests to waive this requirement will originate no lower than the O-6 or General Schedule-15 level. Approval authority may be delegated no lower than the Service headquarters level directors for officer assignments and enlisted assignments; however, these individuals may approve only exceptions that result in the Service member serving at least the equivalent of two unaccompanied tours before being reassigned from the theater. For the purpose of this paragraph, serving 48 months is considered the equivalent of serving two unaccompanied COTs in Alaska, Hawaii, or other OCONUS tour locations where the unaccompanied tour length is 36 months.

(b) The Secretary of the Military Department concerned may approve waivers allowing Service members to serve less than the equivalent of two unaccompanied tours.

(3) Service members declared as surplus to requirements at their old duty station may keep their original tour completion date if they do not change their initial tour election (i.e., accompanied or unaccompanied) and have at least 1 year of theater retainability after arrival at their new duty station.

c. COTs for CAO and Chief, SCO Personnel.

The Director, DIA, will approve COTs of duty in a CAO position. The Director, DSCA, will approve COTs of duty in a Chief, SCO, position. The Secretary of the Military Department concerned and the Combatant Commander concerned will review such reassignments.

d. Leave Travel in Connection with Consecutive OCONUS Assignments

(1) In accordance with Section 452(b)(3) of Title 37, U.S.C., Service members stationed OCONUS who are ordered to a consecutive tour of duty at the same duty station or who are reassigned PCS to another OCONUS duty station may be paid travel and transportation allowances in connection with authorized leave from their last duty station. Such allowances may also be paid for the Service member's dependents when they accompany the Service member in a command-sponsored status at both the Service member's current and new PDS. Tours of duty, whether at the same duty station or a new duty station, will be the tour length prescribed in the "Tour Lengths for DoD Service Members" document available on the JTR website located at

https://www.travel.dod.mil/Portals/119/Documents/JTR/Supplements/TOUR_LENGTHS_AND_TOURS_OF_DUTY_OCONUS.pdf.

(2) Travel allowances must not exceed those authorized by the JTR. Further travel limitations in accordance with COTs and IPCOTs are outlined in Paragraphs 3.8.d.(2)(a) through 3.8.d.(2)(c) and are pursuant to DoDI 1327.06.

(a) Service members serving on an IPCOT are required to complete their initial tour, including voluntary extensions. They must agree and be authorized by the Military Service concerned to serve the prescribed tour length elected.

(b) For dependents to be eligible for the allowances pursuant to the JTR, the Service member must serve an IPCOT or must be reassigned to an accompanied tour. Their dependents must also be command sponsored.

(c) For an IPCOT or a PCS move to a new OCONUS duty station, Service members must have sufficient retainability for the new tour length prescribed by this volume.

(3) To receive the travel and transportation allowances outlined in the JTR and DoDI 1327.06, a Service member reassigned PCS to another OCONUS duty station must serve the prescribed tour length at the new PDS. If both tours are accompanied, the total time served between the two locations must equal at least the sum of the unaccompanied tour lengths for those locations. For tour locations in Alaska and Hawaii where the unaccompanied tour length is 36 months, the equivalent of two unaccompanied tours is 48 months for the purpose of this paragraph.

3.9. HOME-BASING AND FOLLOW-ON ASSIGNMENT PROGRAMS.

a. To reduce PCS costs and increase stability for the Service member and their family, all Military Services, whenever feasible, must have a home-basing policy for Service members returning from a dependent-restricted tour. For Service members not participating in the home-basing program, the Military Service will notify the Service member, when practicable, of the follow-on assignment before they depart for a dependent-restricted tour. The Military Services, at their discretion, may also extend the home-basing program to Service members returning from an unaccompanied tour (from locations that also have accompanied tours available and allow command-sponsored dependents).

b. The intent of home-basing and follow-on assignments is to reduce PCS costs and to increase stability for the Service member and their family. To achieve these goals, the Military Services will ensure:

(1) On official notification of their home-basing assignment, Service members desiring to participate in the home-basing program will sign a written statement that they understand the intent of the home-basing assignment program. This statement acknowledges they are expected not to use:

(a) Their dependent travel and transportation allowances.

(b) Shipment of HHG, except those shipped to the Service member's OCONUS duty station.

(c) Non-temporary storage of HHG, except Service members without dependents.

(d) With-dependent dislocation allowance.

(2) On official notification of their follow-on assignment, Service members desiring to participate in the follow-on assignment program will sign a written statement that they understand the intent of the follow-on assignment program. This statement acknowledges they are expected not to use:

(a) Their dependent travel and transportation allowances, except to the locale of the follow-on assignment.

(b) Shipment of HHG, except to the locale of the follow-on assignment and for those HHG shipped to the Service member's OCONUS duty station.

(c) Non-temporary storage of HHG, except Service members without dependents.

(d) With-dependent dislocation allowance for any move to a location other than the Service member's follow-on assignment.

c. If the Service member's home-basing or follow-on assignment is cancelled or changed by the Military Service, the transportation and HHG allowances not executed by the Service member may be used. Similarly, if the Service member executes transportation or HHG allowances that are contrary to their signed home-basing agreement or follow-on assignment agreement, the Military Service may cancel or change the previously approved home-basing or follow-on assignment.

d. Single Service members with minor dependents may participate in the home-basing or follow-on assignment programs with no restriction on dependent travel and transportation allowances, shipment of HHG, non-temporary storage of HHG, or with-dependent dislocation allowance, in support of the Service member moving minor dependents to a designated location in accordance with their family care plan.

3.10. CURTAILMENT OF OCONUS TOURS.

a. To enhance stability for the Service member and their unit, and to offset the costs associated with OCONUS assignments, Service members will serve their assigned tour lengths. Although the demands of military service may require reassigning Service members before they complete their prescribed tours, such decisions by a Military Service must be kept to a minimum. The Secretary of the Military Department concerned may grant a curtailment on a case-by-case basis if it is the only recourse available and is in the best interest of the USG.

(1) Approval authority for curtailments of less than 12 months may be delegated to the major command headquarters-level directors of officer and enlisted assignments for the OCONUS location.

(2) Approval authority for curtailments of 12 or more months may be delegated no lower than the Service headquarters level directors of officer and enlisted assignments.

(3) In the interest of efficient administration, the Military Services may reassign Service members within 60 days before the end of the Service member's prescribed tour OCONUS. If reassigned during this period, the Service member will be considered to have completed the previously prescribed tour length.

b. Curtailment of tours for Service members assigned to SCO positions requires geographic Combatant Commander concurrence and Director, DSCA approval. Curtailment of SDO/DATT tours requires geographic Combatant Commander coordination and approval by the Director, DIA and Director, DSCA.

3.11. EXEMPTION OR DEFERMENT FROM ASSIGNMENT TO DUTY IN DESIGNATED HOSTILE-FIRE OR IMMINENT-DANGER AREAS.

Assignment to duty in a hostile-fire or imminent-danger area (referred to in this volume as "hostile-fire area"), as specified in Chapter 10 of Volume 7A of DoD 7000.14-R must be shared equitably by all similarly qualified Service members except:

a. Combat-wounded Service Members.

Service members hospitalized for 30 or more days outside a hostile-fire area due to wounds received from combat action must not be returned to the hostile-fire area to complete their tour unless they are medically qualified, and they volunteer to return. Service members reassigned in accordance with this paragraph may be eligible for subsequent hostile-fire area tours if needed. The provisions of this paragraph do not apply to Service members hospitalized for injury, accident, or illness not attributable to hostile-fire action. This prevents considering cases such as those involving self-inflicted wounds and other non-combat causes.

b. Surviving Family Members.

(1) An individual designated as a surviving family member is exempt, on their request, from serving in a hostile-fire area or may be reassigned from such an area if their immediate family member, during military service in a designated hostile-fire area:

- (a) Dies;
- (b) Is determined by the U. S. Department of Veterans Affairs or a Military Service to be 100 percent physically or mentally disabled; or
- (c) Is in a captured or missing in action status.

(2) The policy outlined in Paragraph 3.11.b. does not preclude assigning the surviving immediate family member to OCONUS locations not designated as hostile-fire areas. For the purpose of this paragraph, immediate family includes:

(a) Parents.

This includes biological father, biological mother, stepfather, father by adoption, stepmother, mother by adoption, or those who have stood *in loco parentis* for at least 5 years.

(b) Siblings.

This includes biological siblings, stepsiblings, siblings by adoption, and half-siblings.

(c) Spouse.

(d) Children.

1. Biological child.

2. Legally adopted child.

3. Stepchild, if the stepchild was a member of the Service member's household at the time the stepchild entered military service.

4. A person for whom the Service member stood *in loco parentis* for at least 5 years.

c. Sole Surviving Son or Daughter

A sole surviving son or daughter may not be assigned, either PCS or temporary duty (TDY), to duties involving actual combat with the enemy if they, one of their parents, or their spouse submits a written request for non-combat duty.

(1) On approval of the request, a sole surviving son or daughter will not be assigned to any OCONUS area designated as a hostile-fire or imminent-danger pay area. A Service member acquiring sole surviving son or daughter status when serving in a hostile-fire area will be immediately reassigned.

(2) This must not preclude assigning the sole surviving son or daughter to OCONUS locations not designated as hostile-fire areas.

d. Conscientious Objectors.

Assignment of conscientious objectors is subject to the restrictions outlined in DoDI 1300.06.

e. Waivers.

(1) A Service member who reenlists or voluntarily extends their period of active duty or active duty service commitment after receiving a surviving family member or sole surviving son or daughter status, they waive their right to exemption from assignment to a hostile-fire area.

(2) When a sole surviving son or daughter status is requested for a qualified Service member by the Service member's parents or spouse, the Service member may waive the request before a final determination is made by the Military Service concerned.

(3) A Service member who has waived their status as a sole surviving son or daughter may request reinstatement of that status at any time. However, a request for reinstatement will not be granted automatically; it will be considered on the merits of the individual case.

(4) DoDI 1315.15 outlines special separation policies for survivorship.

3.12. ASSIGNMENT OF REGISTERED SEX OFFENDERS.

A Service member who is or becomes a registered sex offender will not be assigned to a foreign country. A Service member who becomes a registered sex offender while serving an OCONUS assignment will be subject to separation in accordance with DoDI 1332.14 for enlisted members or DoDI 1332.30 for commissioned officers.

SECTION 4: DEPENDENT TRAVEL

4.1. GENERAL.

Unless otherwise prohibited by this volume or DoDI 1000.17, all Service members are authorized transportation of their dependents at USG expense on each PCS for travel performed from the Service member's current duty station to the new PDS, or to a designated place when authorized. The JTR outlines specifics on authorized dependent transportation allowances.

4.2. CONUS NON-CONCURRENT TRAVEL APPLICATION AREA.

In extremely rare cases where duty stations cannot support military dependents due to a catastrophic event or the existence of an ordered evacuation from a CONUS location, the ASW(M&RA) may designate a geographic area near a CONUS military duty station as a non-concurrent travel application area.

a. The Assistant Secretary for Manpower and Reserve Affairs of the Military Department concerned may submit a request for CONUS non-concurrent travel application area designation to the ASW(M&RA) for coordination with the Director of the Joint Staff's Manpower and Personnel Directorate (who will ensure coordination with the other Military Departments). The Director of the Joint Staff's Manpower and Personnel Directorate will forward its coordination and recommendation to the ASW(M&RA).

b. Upon designation as a CONUS non-concurrent travel application area, dependent travel at USG expense to the designated area is not authorized until such travel is approved by the installation commander or designee. PCS orders must be amended to prescribe dependent travel authorization separately from the Service member's travel.

c. If the Service member's losing installation is within the CONUS and the expected delay before movement to the new duty station is 20 weeks or less, dependents are expected to remain at the current station. Movement to any other location at USG expense is not authorized.

(1) PCS orders must state that dependent travel to the gaining installation under that order is not authorized until approved by the gaining installation commander or designee.

(2) When further travel is approved, the PCS order must be amended to authorize dependent travel.

d. If the Service member's losing installation is within CONUS and the expected delay before movement to the new duty station is more than 20 weeks, dependents are authorized to relocate from the current station to a designated place with the same limitations upon selection of a location in accordance with Paragraph 3.6.b.

(1) PCS orders must state that dependent travel under that order to the gaining installation is not authorized until approved by the gaining installation commander or designated representative.

(2) When further travel is approved, the PCS order must be amended to authorize dependent travel.

e. If the Service member's losing installation is OCONUS and there is an expected delay before movement to the new duty station, dependents are authorized to relocate from the current station to a designated place, with the same limitations on selection of a location in accordance with Paragraphs 3.6.b. through 3.6.g.

(1) PCS orders must state that dependent travel to the gaining installation is not authorized until approved by the gaining installation commander or designated representative.

(2) When further travel is approved, the PCS order must be amended by the Military Service concerned to authorize dependent travel.

f. If after the Service member has received PCS orders to an installation, a non-concurrent travel restriction is imposed and dependents have not yet departed the current station, PCS orders will be amended pursuant to Paragraphs 4.2.c. through 4.2.e., as applicable.

g. If the Service member has received PCS orders to an installation and, at the time the non-concurrent travel restriction is imposed, dependents are enroute to the restricted gaining installation, they will be placed in a stop movement status until the Military Service concerned determines the appropriate dependent travel destination. PCS orders will be amended pursuant to Paragraphs 4.2.c. through 4.2.e., as applicable.

h. Once imposed, the curtailment or extension of a non-concurrent travel application area designation is subject to the ASW(M&RA)'s authority.

(1) At the end of every 6-month period following the non-concurrent travel application area designation, the Assistant Secretary for Manpower and Reserve Affairs of the Military Department concerned will report to the ASW(M&RA) on the need to curtail or extend the non-concurrent travel application area designation.

(2) The Assistant Secretary for Manpower and Reserve Affairs of the Military Department concerned may also request termination of the non-concurrent travel application area designation when it is determined the designation is no longer necessary.

i. Following the curtailment of the non-concurrent travel application area designation, restrictions on dependent travel are subject to Paragraph 4.2.b.

4.3. DEPENDENT TRAVEL OCONUS.

a. Military dependents are civilians, whether U.S. citizens or foreign nationals. As such, there are limitations on what the Military Departments may prohibit or direct with regard to dependent travel.

(1) Unless travel overseas is prohibited by the Department of State or the host country denies entry, military dependents may travel at their own expense to any foreign country. When

the Service member or their dependents make such personal decisions, they should understand that existing SOFAs might not apply to the dependents, and the USG may not provide for transportation, or any other amenities provided to command-sponsored dependents.

(2) Dependents residing OCONUS, regardless of whether they are residing with their sponsor, may be ordered by a military commander to depart an OCONUS installation. However, neither the commander nor the Military Department may require the dependents to leave a foreign country. Only the government of the host nation may take such action under normal diplomatic protocol. The commander or the Military Department may take steps under their authority including, but not limited to, revocation of command sponsorship and restriction from the installation.

b. Decisions to authorize dependent travel OCONUS at USG expense are based on the following criteria. Normally, dependent travel is not authorized to any OCONUS location where one or more of these factors are significantly unfavorable:

- (1) The available standard of living.
- (2) The general desirability of the location.
- (3) Adequacy of dependent support facilities.
- (4) Availability of medical care and schools for children in kindergarten through grade 12.
- (5) The political climate existing in the respective country.
- (6) Force protection and antiterrorism concerns, to include authorized payment of imminent danger pay, if any.
- (7) The probability of being attacked by a potential enemy.
- (8) The possible adverse effect that the presence of dependents may have on a unit's mission, operational readiness, or combat capability.

c. Any Military Department or other DoW Component desiring to move Service member dependents to any location where command-sponsored dependents currently are not authorized must first get authorization from the ASW(M&RA). Similarly, commanders must not authorize Service members to have command-sponsored dependents present in the vicinity of the OCONUS duty station unless an accompanied tour is authorized for the Service member's duty station. Requests for exceptions to the dependent's restriction will include all information on supporting dependents, including school availability.

d. In an OCONUS location where command-sponsored dependents of any Military Service are authorized to be present, command-sponsored dependents of all Military Services are authorized, unless the ASW(M&RA) imposes specific restrictions. When the Secretary of the Military Department or Combatant Commander concerned determines that allowing command-sponsored dependents at an assignment location has become undesirable and should no longer be

authorized, a tour length change request must be submitted to the ASW(M&RA) for approval in accordance with Section 3.

4.4. LIMITATIONS ON DEPENDENT TRAVEL OCONUS.

a. Service members with:

(1) Command-sponsored dependents are authorized transportation of these dependents to and from their OCONUS duty stations at USG expense and applicable cost of living and temporary lodging allowances at the “with dependents” rate, in accordance with Volume 7A of DoD 7000.14-R.

(2) Dependents that are not command sponsored may not be authorized USG transportation to or from the Service member’s OCONUS duty station, nor does their presence entitle the Service member to cost of living or temporary lodging allowances at the “with dependents” rate, unless specifically authorized in Section 405 of Title 37, U.S.C., or in this volume.

b. Command-sponsored dependents may use available dependent support facilities, such as military exchanges or commissaries. Individually sponsored dependents in foreign countries overseas may have access to these facilities when the SOFA agreements allow.

c. All dependents, regardless of whether command or non-command sponsored in the OCONUS area, are authorized medical care.

d. Pursuant to DoDIs 1315.19 and 6000.20, dependents will be screened to determine the existence of any special medical or educational needs, in accordance with Service policies, before authorizing command sponsorship. If a special medical or educational need cannot be accommodated at the OCONUS location, command sponsorship will not be approved.

e. Pursuant to DoDIs 1315.19 and 6000.20, the medical or educational needs of dependents will be reviewed before granting approval of any accompanied COT. If the medical or educational needs of dependents or the capabilities of the medical treatment facilities have changed and the military treatment facility can no longer provide appropriate medical care, an accompanied COT will not be approved.

4.5. COMMAND SPONSORSHIP.

a. Service members who meet accompanied tour eligibility criteria in accordance with Paragraph 3.5. and want to have their dependents command sponsored will be given every opportunity to serve an accompanied tour. Although the Service member is not entitled by statute to serve an accompanied tour, there are statutory entitlements associated with such tours once granted. Accordingly, the Military Departments should carefully consider any denial of command sponsorship. Only the Secretary of the Military Department concerned may deny or revoke command sponsorship for reasons other than those authorized by this volume. This authority will not be delegated.

b. A Service member assigned to a location where an accompanied tour length is authorized and whose unexpired term of military service is less than the prescribed accompanied tour length is not authorized command sponsorship of their dependents, unless the member voluntarily extends their term of military service to permit completion of the prescribed accompanied tour. A dependent may not be command sponsored unless the Service member serves the accompanied tour length for the duty station location and has at least 12 months remaining on their OCONUS tour after arrival of dependents or approval of command sponsorship, whichever is later. Exceptions to this policy are authorized only under these conditions:

(1) When the Secretary of the Military Department concerned determines it to be in the best interest of both the Service member and the Military Service, they may grant an exception to serve less than the prescribed accompanied tour length.

(a) Authority to approve an exception for a member who will serve at least 12 months of the OCONUS assignment may be delegated no lower than the major command headquarters level directors of officer and enlisted assignments for the OCONUS location.

(b) Exceptions that would result in the member serving an OCONUS tour of less than 12 months may be delegated no lower than the Service headquarters level directors of officer and enlisted assignments.

(2) In cases involving installation closure or similar action, a Service member accompanied by command-sponsored dependents who are moved intra-theater and involuntarily from one OCONUS duty station to another OCONUS duty station, must have their dependents command sponsored at the new duty location if dependents are authorized at the new location, regardless of the amount of time remaining on their tour.

(3) When a Service member is reassigned under PCS orders between a unit ashore or an afloat unit home-ported at the same OCONUS location or other homeport in the same country, their dependents will remain command sponsored, if previously command sponsored.

(4) Children born to Service members on an unaccompanied tour are command sponsored at birth, regardless of the amount of time remaining on the Service member's unexpired term of military service or OCONUS tour.

c. Space-available transportation to or from the Service member's OCONUS duty station during the OCONUS tour of duty may not be furnished to dependents who are not command sponsored. Exceptions to this policy may be authorized only under these conditions:

(1) Dependents acquired in an OCONUS location during a Service member's tour of duty, if not authorized travel and transportation at USG expense, are eligible for transportation on a space-available basis with the Service member's PCS move from the OCONUS location, if the requirements of the U.S. Citizenship and Immigration Service for entry into the United States have been met; or

(2) On a case-by-case basis, the Chief of Staff of the Army, the Chief of Staff of the Air Force, the Chief of Space Operations, the Chief of Naval Operations, and the Commandant of the

United States Marine Corps may authorize non-command-sponsored dependents to compete for space-available transportation from the OCONUS location with the Service member's PCS move, when such an exception clearly is in the best interest of both the Service member and the USG.

d. Service members serving an unaccompanied tour and who are later joined by non-command-sponsored dependents, or who acquire dependents through birth, marriage, adoption, or other action, may have these dependents command sponsored if all of these conditions are met:

(1) An accompanied tour is authorized, as listed in the JTR, for that duty station and the Service member is eligible to serve the accompanied tour. This condition does not apply when a child is born to a Service member assigned to a location where the accompanied tour is not authorized.

(2) The Service member agrees to serve the prescribed accompanied tour and has sufficient service retainability. Command sponsorship will be granted as soon as the member has the retainability. If they are already serving the equivalent of the accompanied tour at the location, command sponsorship will be effective on acquiring the dependents through birth, marriage, adoption, or other action, or upon arrival of the dependents OCONUS.

(a) Children born to Service members or command-sponsored dependent spouses are command sponsored at birth. Children born to command-sponsored dependents who are not spouses of Service members are not eligible for command sponsorship unless they become legal dependents through separate action. These children may be provided medical care in accordance with DoW and Service regulations.

(b) In cases of adoption, command sponsorship is effective on the date of placement in the home, including pre-adoptive placement before final adoption.

(c) In cases where one member of a military couple separates from military service, the separating member may be command sponsored effective on the day following separation, provided:

1. The remaining Service member is serving the accompanied tour length.

2. The separating Service member is a dependent of the remaining Service member and did not travel back to CONUS at USG expense at the time of separation.

(3) Non-command-sponsored dependents will be screened, in accordance with Service policies, to identify any Exceptional Family Member Program needs before granting command sponsorship.

e. HHG may not be shipped to a station OCONUS when less than 12 months remain on the Service member's OCONUS tour after the date of the scheduled arrival of the HHG at the current OCONUS station. The Secretary of the Military Department concerned may grant exceptions on an individual basis and in cases involving organized unit moves.

f. Service members have no travel entitlement to the OCONUS duty station for any dependents acquired through birth, marriage, adoption, or other action, after the member's effective date of orders to that OCONUS duty station, even if the dependents are subsequently granted command sponsorship.

g. Service members serving an unaccompanied tour are authorized to receive OCONUS cost of living and temporary lodging allowances at the "with dependents" rate and dependent travel at USG expense from the OCONUS station on the Service member's next PCS if they:

(1) Are later joined by non-command-sponsored dependents; or

(2) Acquire dependents OCONUS and those dependents subsequently become command sponsored OCONUS pursuant to the provisions of Paragraph 4.5.d.

h. The provisions of Paragraphs 4.5.d.(1) and 4.5.d.(2) do not apply to Service members stationed in Hawaii, Alaska, the Commonwealth of Puerto Rico, or another territory or possession of the United States if the dependents are residents of the respective State, Commonwealth, or other territory or are officers or employees of the USG stationed in these locations.

i. Command sponsorship:

(1) May be denied or revoked for a dependent who fails to respond to a court order, in accordance with DoDI 5525.09.

(2) Will not be granted to a dependent who is or has ever been a registered sex offender.

(3) Will be revoked for a dependent who becomes required to register as a sex offender under the laws of any jurisdiction while accompanying their sponsor during an OCONUS assignment, and the dependent will be processed for early return in accordance with Paragraph 4.6.

4.6. EARLY RETURN OF DEPENDENTS.

a. Command-sponsored dependents of Service members stationed outside the United States, the Commonwealth of Puerto Rico, or another U.S. territory or possession may be transported at USG expense from the Service member's duty station to a designated place in the United States, the Commonwealth of Puerto Rico, another U.S. territory or possession, or the dependent's native country, if foreign born, before completion of the Service member's OCONUS tour if:

(1) They become involved in an incident that is an embarrassment to the USG or is prejudicial to good order, discipline, and morale in the command;

(2) The safety of the dependents is no longer ensured because of adverse public feelings in the area or because of force protection and antiterrorism considerations, in accordance with DoDD 3025.14;

(3) A dependent becomes required to register as a sex offender under the laws of any jurisdiction;

(4) An adult dependent requests an expedited transfer in accordance with Volume 1 of DoDI 6495.02; or

(5) An adult dependent requests an early return or expedited transfer following an unrestricted report of domestic abuse, or the domestic abuse incident meets DoD criteria for entry into the Service Family Advocacy Program central registry in accordance with DoDI 6400.06.

(a) A presumption is established in favor of approving an early return request following an unrestricted report of domestic abuse.

(b) The Incident Determination Committee involves a separate administrative process that has no bearing on a commander's decision to approve or disapprove a request, in accordance with Volume 3 of DoD Manual 6400.01.

(c) If the adult dependent also requests early return of any minor dependents, the commander must document receipt of the request and approve or disapprove the request within 72 hours of submission.

(6) An adult dependent requests an early return following a report of child abuse or neglect, in accordance with DoDI 6400.01.

(a) The adult dependent must be a non-offending parent making a request for themselves and their minor children.

(b) A presumption is established in favor of approving an early return request following a report of child abuse or neglect.

(c) The Incident Determination Committee involves a separate administrative process that has no bearing on a commander's decision to approve or disapprove a request, in accordance with Volume 3 of DoD Manual 6400.01.

b. In accordance with DoDD 3025.14, when the Secretary of the Military Department concerned determines that dependents must return from an OCONUS area for reasons of national security before termination of a member's OCONUS tour, the installation commander or designated representative may authorize travel and transportation allowances for command-sponsored dependents from the OCONUS location to a designated place or, for foreign-born dependents, to a destination in the dependent's native country.

c. Service members stationed OCONUS may request for personal reasons that their command-sponsored dependents be transported at USG expense to a designated place in the United States, the Commonwealth of Puerto Rico, another U.S. territory or possession, or the dependent's native country, if foreign born, before completion of their OCONUS tour. The circumstances when such transportation may be authorized are:

(1) If medical treatment is not available at the Service member's duty station or readily available in the theater. The Service member's request will be supported by medical documentation, including a statement by the attending physician, indicating that the treatment is essential to the well-being of the dependent patient.

(2) When death, serious illness, or incapacitation of a dependent normally caring for the Service member's minor dependents, requires that such dependents be transported to a place where proper care may be maintained.

(3) When it is determined by competent DoW authorities that adequate educational facilities or housing for dependents no longer exist and were caused by conditions beyond the control of the Service member. The Secretary of the Military Department concerned will evaluate such conditions affecting other Service members accompanied by command-sponsored dependents to determine whether a request to change the tour lengths is appropriate.

(a) Conditions must occur after the dependent began travelling or upon arrival to the Service member's OCONUS duty station.

(b) Conditions affecting individual Service members and their dependents are supported by documented evidence showing that the factors involved were beyond the Service member's control and may not be resolved in a reasonable time by either the Service member or the Military Service concerned.

(4) When conditions in an OCONUS theater are such that, although the evacuation of all military dependents is neither warranted nor desired, the Service member is justifiably concerned for the safety and well-being of their dependents. Such a determination is made by the Combatant Commander and on the recommendation of the Component commander of the Military Service concerned. Approval authority may be delegated no lower than a GO/FO in the headquarters of the respective Combatant Command.

(5) When determined that the best interest of the USG may be served by the transportation of one or more of the Service member's dependents for compelling personal reasons that may not be resolved by the Service member. Furthermore, it must be shown that such conditions have adversely affected the Service member's duty performance.

(6) When a dependent receives orders from the Selective Service Board directing them to report to a location in the United States for induction into a Military Service.

(7) When it is shown that acceptable employment opportunities for dependent children aged 18 years or older are not available. Such requests may be considered only when the Service member and dependents are residing outside the United States, the commonwealth of Puerto Rico, or another U.S. territory or possession, and the dependent children meet the definition in the JTR.

(8) When a Service member has been sentenced by a court-martial to be confined or to be dismissed or punitively discharged, or has been sentenced to a civil confinement facility, and it has been shown that the early return of the Service member's dependents is in the best interest

of the USG. An officer with special or general court-martial jurisdiction over the Service member must approve this action.

d. Service members stationed OCONUS whose marriages are terminated by divorce or annulment may receive transportation at USG expense for their former spouse and dependents to a designated place in the United States, the Commonwealth of Puerto Rico, or another U.S. territory or possession.

(1) To be eligible for such transportation:

(a) The former spouse and dependents must have been command sponsored and residing with the Service member.

(b) The divorce or annulment must have occurred while the Service member and their former spouse and dependents were OCONUS.

(2) Either the Service member or the former spouse may request such transportation. Requests by the former spouse may be made only when the Service member is not available or has refused to initiate such a request.

e. Unless otherwise indicated, approval authority for early return of command-sponsored dependents will not be delegated below the level of the Service member's installation commander if the commander is in the grade of O-5 or higher. Except for command-sponsored dependents, the only other dependents eligible for early-return transportation are dependents remaining OCONUS in accordance with Paragraph 3.7.d. or dependents moving OCONUS in accordance with Paragraph 4.8.

(1) Approving officials may authorize the early return of eligible dependents only when the Service member or adult dependent has clearly shown a valid need to return their dependents exists based on criteria and circumstances as outlined in Paragraph 4.6. or if the problem or situation occurred after arrival at the OCONUS duty station, and local resources on or off the military installation cannot resolve the problem. The approval authority must get the recommendation of applicable religious, mental health, financial management, family counseling, or legal agencies, prior to executing the early return of eligible dependents.

(2) If the Service member's situation does not meet these criteria outlined in Paragraph 4.6.e.(1), the request will not be approved. The early return of dependents pursuant to this volume will be approved judiciously, and it will be understood clearly by all involved that early return is a last resort.

f. Except where authorized in this section, dependents will begin travel before the Service member is notified by their Military Service that they are permanently reassigned from the OCONUS duty station. Notification of a forthcoming assignment from the OCONUS duty station takes precedence over unexecuted early return of dependent orders. Official notification should be through channels used by the Military Service concerned. Receipt of PCS orders is not required.

g. Except for dependents relocating in accordance with Paragraph 4.6.a.(3), dependents returning early at USG expense may not be transported again at USG expense until the Service member is reassigned from their OCONUS duty station or receives an approved IPCOT. Relocating a Service member's dependents early will not have a bearing on the requirement that the Service member complete the prescribed accompanied tour.

h. If the dependents subsequently return to the Service member's OCONUS duty station at the Service member's expense, they may again be command sponsored for their return at USG expense, cost of living allowances, and temporary lodging allowances at the "with dependents" rate, if these conditions are met:

(1) The Service member must not have been notified by their Military Service that they are being reassigned PCS from the OCONUS duty station. Notification must be through channels normally used by the Military Service concerned. Receipt of PCS orders is not required.

(2) The Service member must have at least 24 months remaining on their OCONUS tour after approval of command sponsorship.

4.7. DESIGNATED-PLACE RELOCATION FOR FOREIGN-BORN SPOUSES.

a. When a Service member with a foreign-born spouse is assigned to an unaccompanied OCONUS tour or dependent-restricted OCONUS location, they may request that the spouse and other dependents be relocated at USG expense to a designated place in the spouse's native country while the member is assigned to an unaccompanied OCONUS tour or dependent-restricted OCONUS location. Approval authority rests with the Secretary of the Military Department concerned, and it may not be delegated below the headquarters that directs the dependent transportation policies and procedures for the Military Service.

b. Requests for designated place relocation for foreign-born spouses will only be approved if the Service member is assigned to an unaccompanied or dependent restricted tour. To be considered for approval, the spouse must have been born in the requested foreign OCONUS country.

(1) When the dependents' residence is in a country other than where the Service member is assigned, the Service member will serve the prescribed tour length for their duty station.

(2) If the dependents and Service member will reside in the same foreign country, then the Service member will serve a minimum tour of 24 months. Based on the critical and urgent requirements of the Military Service, the Secretary of the Military Department concerned may direct the Service member serve a tour greater than 24 months.

c. Foreign-born spouses and dependents will not be considered command sponsored; however, the Service member is authorized cost of living and temporary lodging allowances at the "with dependents" rate based on the dependents' location.

4.8. EARLY RETURN OF FOREIGN-BORN DEPENDENTS.

Command-sponsored, foreign-born dependents authorized travel outlined in Paragraphs 4.6.a. through 4.6.c. may be allowed USG-funded transportation to a designated place in the dependents' native country. Foreign-born dependents will not be command sponsored at their new location; however, the Service member is authorized cost of living and temporary lodging allowances at the "with dependents" rate based on the dependents' location.

a. Approval authority rests with the Secretary of the Military Department concerned and may not be delegated below the headquarters that directs dependent transportation policies and procedures for the Military Service.

b. Requests may be approved only when documented evidence shows that, due to unusual circumstances or conditions, the dependent spouse's native country is the appropriate location for the dependents to reside during the remainder of the Service member's OCONUS assignment.

SECTION 5: TOUR LENGTH DATA SHEET

5.1. GENERAL.

The tour length data sheet does not constitute a formal request for establishment of new or changes to current OCONUS tour lengths. It is intended to provide background data to support the Military Department's request and to ensure that the minimum required factors are considered. The Military Departments and appropriate commanders must evaluate each item listed in detail and are encouraged to include additional comments and factors relevant to the request. Part I of the data sheet will be completed by the commander of the military command recommending the action. Part II of the data sheet will be completed by the appropriate Military Department, in coordination with the other Military Departments.

5.2. PART I.

a. General Information.

(1) Identify the installation, host command, location of the installation, mission of major activities assigned to the installation, and the data sheet preparation date.

(2) Indicate the current accompanied and unaccompanied tour lengths and the recommended changes.

b. Affected Population.

(1) List the number of officers, enlisted members, and civilian employees, including U.S. citizens and third-country nationals, assigned by the Military Service concerned. Within each category, identify:

(a) The number of accompanied personnel with command-sponsored dependents.

(b) The total number of command-sponsored dependents, broken down by the number of adults and children.

(c) The number of unaccompanied personnel, including the number of married personnel without dependents and single individuals.

(2) Identify and arrange, by age, the number of command-sponsored children.

c. Geography.

(1) Indicate the elevation, latitude, and longitude of the installation.

(2) Indicate the nearest civilian community, including the town name, population, distance, and driving time.

(3) Indicate the nearest civilian community with a population of 10,000 or more within a 360-mile radius, including the town name, population, distance, and driving time.

(4) If the installation is not self-supporting, identify the support installation by name, distance, and driving time. Indicate the nearest major U.S. installations by name, distance, and driving time.

(5) If geographic isolation is an environmental factor affecting this installation and the requested tour length, provide an explanation.

d. Climate.

(1) Temperature and humidity, including highest, lowest, and annual average.

(2) Precipitation, including annual average amounts of snow and rain.

(3) If climate is an environmental factor affecting this installation and requested tour length, provide an explanation.

e. Housing.

(1) Government Quarters (Family and Unaccompanied).

(a) Indicate if quarters are available and are sufficient to accommodate the accompanied and unaccompanied personnel. If quarters are not adequate, provide an explanation.

(b) Indicate the size of quarters and the number of quarters by size. For family quarters, include the number of bedrooms. For unaccompanied quarters, include the number of persons per room.

(b) Identify the average waiting time for occupancy for both accompanied and unaccompanied quarters for both officers and enlisted Service members.

(c) If family quarters in a common housing area are shared by another location, provide the name of the installation.

(2) Private-Sector Housing (Family and Unaccompanied).

(a) Identify if adequate private-sector housing is available within 30 minutes driving time from the installation. If housing is not available, provide an explanation.

(b) Indicate the average waiting times for occupancy for both officers and enlisted Service members.

(b) Identify the average monthly costs for private-sector housing. Types of private sector housing costs to identify include:

1. The total of rent and utilities for furnished one bedroom, two bedrooms, three bedrooms, and four bedrooms.

2. The total of rent and utilities for unfurnished one bedroom, two bedrooms, three bedrooms, and four bedrooms.

3. Other housing costs unique to this location that are not covered by military housing allowances.

(c) Indicate the number of Service members authorized to reside off the installation in private-sector housing. Indicate the authorized housing allowance rates and the number of Service members drawing these allowances. Data should be arranged by accompanied status and grade.

(3) Percentage Increase.

If more Service members elected accompanied tours, indicate what percentage increase could on- and off-installation housing could accommodate.

f. Medical Support.

(1) Describe the medical and dental support and facilities at this location, both on and off installation.

(2) Identify if medical and dental care are available in the following specialties either on or off installation. Types of medical and dental care to identify include:

- (a) Internal medicine.
- (b) Obstetrics and gynecology.
- (c) Pediatrics.
- (d) General surgery.
- (e) Oral surgery.

(3) Determine the location of the nearest civilian and U.S. military medical and dental care facilities, if such care not available at this location. Provide the distance and travel time.

(4) Identify the percentage increase in dependent medical care caseload the on-and-off installation medical and dental facilities could accommodate.

g. Education Support.

(1) In coordination with DoDEA, identify availability of dependent-age schools (i.e., DoDEA schools or local English-speaking schools for Pre-kindergarten through grade 12). Comment on their accessibility, to include commuting times, capacity, accreditation status, and include:

(2) A detailed description of off-duty education (e.g., college and vocational) available to Service members and their dependents.

(3) A detailed description of available library facilities.

(4) An estimate of the percent student increases each education level could accommodate and the availability of special education services.

h. Support Services.

(1) **Commissary Support.**

Identify if there is an adequate DoW commissary at this location. If not, where is the determine the nearest available DoW commissary and comment on the availability and cost of the nearest civilian food market.

(2) **Banking Facilities.**

Identify if banking facilities are available either on or off the military installation.

(3) **Exchange Facilities.**

Identify if military exchange facilities are available at this location. If not available, determine the nearest available military exchange facility and comment on the availability and cost of the nearest civilian retail store.

(4) **Religious Support.**

Provide a detailed description of available on- and off-installation religious facilities and support.

(5) **Recreational Support.**

Provide a detailed description of available support for both on- and off-installation recreational facilities.

(6) **Mail Service.**

Determine the average mail delivery time for both air and surface mail to and from the United States.

(7) **Transportation Support.**

Describe the in-country transportation systems, including the costs for civilian transportation. Describe the international air support that is available and identify the distance between the installation and the nearest international terminal or U.S. military installation where air support is available. Explain any unique difficulties that may be encountered by Service members. Comment on the availability or necessity of having a privately owned vehicle and if there are adequate automobile repair facilities near the installation.

(8) Internet Capability Support.

Identify if there is sufficient Internet capability on the installation and that if Internet capability is unencumbered, accessible, and available throughout the installation.

i. Social Customs.

Describe the nature and extent of any restrictions on the social life of Service members (e.g., bachelor and married, accompanied and unaccompanied, male and female, and sexual orientation) due to local laws, local customs, language, attitude of the local population, host government restrictions, political climate, and other societal factors.

j. Security Considerations.

Review the Integrated Terrorist Threat Estimate and address force protection and antiterrorism considerations in accordance with DoDI 2000.12. Determine whether restrictions should be placed on accompanying family members for personnel assigned to OCONUS activities.

5.3. PART II.

Each Military Department assigning Service members to a duty location will provide, at a minimum, the data specified in Paragraph 5.3. The Military Department requesting the establishment of, or change to, OCONUS tour lengths is responsible for collating this data for inclusion in its request.

a. Personnel Demographics.

Compare personnel demographics with other locations in the theater with similar tour lengths Service-wide (not applicable when requesting establishment of an initial tour length), including:

- (1) Reenlistment rates, both first term and career Service members.
- (2) Indiscipline rates (e.g., absence without leave, non-judicial punishment, drug and alcohol abuse incidents, courts-martial) by first-term and career officer and enlisted members.
- (3) Extension rates for both officers and enlisted members by accompanied status.
- (4) Average tour lengths currently being served for both officers and enlisted members by accompanied status.

b. Training Requirements.

Identify any special or unique training requirements that must be met by Service members assigned to this duty location. Include the length of training required, the location of the training installation, the number of Service members required to complete the training, and the training costs per student.

c. Theater Qualification.

Identify the time required for Service members in combat specialties to become theater combat proficient (e.g., time required for air crews to be upgraded to mission-ready status). Identify the factors (e.g., training facilities, flying hours, experienced and inexperienced crew mix) within the theater that extend the time required for assigned Service members to become theater combat proficient and what impact a proposed tour change could have on combat proficiency of the affected units.

d. PCS Costs.

(1) Identify the impact the tour change request could have on the PCS transient account and on the number of PCS moves in the Military Department.

(2) Identify the increases or decreases in annual PCS costs associated with the request. These cost factors should be used, and when the request involves a change to the prescribed tour, a comparison of each of these factors between the current and proposed tour lengths should be identified, including:

- (a) Member travel.
- (b) Unaccompanied baggage shipment.
- (c) HHG shipment.
- (d) Privately owned vehicle shipment and storage.
- (e) HHG storage.
- (f) Dependent travel.
- (g) Dislocation allowance.
- (h) OCONUS housing allowance.
- (i) Family separation allowance.
- (j) Temporary lodging allowance.
- (k) Family separation housing allowance.
- (l) Cost of living allowance.

(3) Identify funded and proposed construction requirements for the next 3 fiscal years. This should include both mission and dependent support requirements.

GLOSSARY

G.1. ACRONYMS.

ACRONYM	MEANING
ASW(M&RA)	Assistant Secretary of War for Manpower and Reserve Affairs
CAO	Chief of Attaché Operations
CJCS	Chairman of the Joint Chiefs of Staff
CONUS	continental United States
COT	consecutive OCONUS tour
DAO	defense attaché office
DIA	Defense Intelligence Agency
DoDD	DoD directive
DoDEA	Department of Defense Education Activity
DoDI	DoD instruction
DoW	Department of War
DoWI	DoW instruction
DSCA	Defense Security Cooperation Agency
GO/FO	general officer/flag officer
HHG	household goods
IPCOT	in-place consecutive OCONUS tour
JTR	Joint Travel Regulations
OCONUS	outside the continental United States
OSW	Office of the Secretary of War
PCS	permanent change of station
PDS	permanent duty station
SCO	security cooperation organization
SDO/DATT	senior defense official/defense attaché
SOFA	status of forces agreement
TDY	temporary duty
U.S.C.	United States Code
USG	U.S. Government

G.2. DEFINITIONS.

Unless otherwise noted, these terms and their definitions are for the purpose of this volume.

TERM	DEFINITION
accompanied tour	An OCONUS duty station assignment where the Service member may be authorized to be accompanied by command-sponsored dependents.
acquired dependent	A Service member's dependent acquired through marriage, adoption, or other action during their current tour of duty. This term does not include those individuals dependent on the Service member or children born of a marriage that existed before the current OCONUS tour. Depending on individual SOFAs, U.S. statutes, DoW policy, or Service regulations, these dependents may be denied access to certain dependent support facilities.
active duty	Full-time duty in the active service of a Military Service. Includes full-time training duty, annual training duty, and attendance, while on active duty, at a school designated as a Service school by law or by the Secretary of the Military Department concerned. Does not include full-time National Guard duty as described in DoDI 1215.06.
active duty other than training	Defined in DoDI 1215.06.
command-sponsored dependents	Dependents of a Service member residing with the Service member at their duty station OCONUS, where the accompanied tour is authorized and the Service member is authorized to serve said tour, and where: Dependents are authorized by the appropriate authority to be at the Service member's duty station. The Service member is authorized cost of living allowance and temporary lodging allowance at the "with dependents" rate as a result of their dependents' residence in the vicinity of the member's duty station.
command-sponsored position	An OCONUS assignment permanent duty billet where the Service member assigned to the billet is authorized to serve the accompanied tour length and their dependents are authorized to be at or in the vicinity of the Service member's OCONUS duty station.

TERM	DEFINITION
conscientious objector	A person having a firm, fixed, and sincere objection to participation in war in any form or the bearing of arms, by reason of religious training or belief.
CONUS	The contiguous 48 continental States and the District of Columbia. This definition specifically excludes the States of Alaska and Hawaii as they are not part of the contiguous continental States and are described as non-foreign, OCONUS locations.
COT	<p>The PCS reassignment of a Service member from one OCONUS duty station to another OCONUS duty station. Types of COTs include:</p> <p>Inter-theater COT. A PCS reassignment between theaters (e.g., from the Pacific to the European theater).</p> <p>Intra-theater COT. A PCS reassignment within a particular theater (e.g., from Germany to Spain).</p> <p>IPCOT. A prescribed tour following the completion of an initial OCONUS tour (including voluntary extensions) that a Service member agrees to serve at the same PDS.</p>
dependent	Defined in Section 401 of Title 37, U.S.C. For the purpose of all volumes of this manual, military couples are not considered dependents of each other.
dependent-restricted tour	Any OCONUS duty station with an established tour that does not permit command-sponsored dependents. Includes stations where command-sponsored dependents may be authorized, but where the Service member is not eligible to serve the accompanied tour, due to quality-of-life support limitations (e.g., the Republic of Korea) or when dependent movement is denied due to location age-restrictions.
designated place	A location in the United States, the Commonwealths of Puerto Rico, the Northern Mariana Islands, Guam, or another U.S. territory or possession chosen to establish a residence until further USG transportation of dependents is authorized. Can also include the previous OCONUS PDS from which the dependents have not yet departed; a follow-on OCONUS PDS to which the dependents' sponsor has orders to report; or a foreign-born spouse's native country if specifically authorized in this volume.

TERM	DEFINITION
dislocation allowance	An allowance to partially reimburse a Service member for the expenses incurred in relocating their household on a PCS ordered for the USG's convenience or incident to an evacuation. This allowance is in addition to all other PCS allowances authorized in the JTR and may be paid in advance.
dual military couple	Service members married to each other, both of whom are on active duty in the Military Services.
Exceptional Family Member Program	<p>A program that supports military families with special medical and educational needs, as described in DoDI 1315.19. The program has three components:</p> <p>Identification and enrollment of a family member with special medical or educational needs.</p> <p>Assignment coordination to determine the availability of services at the projected duty station.</p> <p>Family support to help families identify and access programs and services.</p>
follow-on assignment or follow-on assignment program	The practice of providing Service members with their subsequent assignment before being assigned to a dependent-restricted OCONUS tour, Service-designated sea duty, or unaccompanied OCONUS tour (at the discretion of the Military Services concerned).
foreign-born dependent	A dependent born in a foreign country, including a foreign national, a dependent who becomes a naturalized citizen of the United States, and children of a foreign-born dependent spouse.
geographic Combatant Command	A unified command with a broad continuing mission under a single commander, composed of significant assigned components of two or more Military Departments, that is established and so designated in the Unified Command Plan by the President, through the Secretary of War with the advice and assistance of the CJCS, as having physical areas of responsibility. The Unified Command Plan designates these commands as having physical areas of responsibility, operating in clearly delineated areas of responsibility and having a regional military focus.

TERM	DEFINITION
GO/FO	U.S. military officers in the pay grades of O-7 through O-10. To request or approve actions required in this volume to be requested or approved by a GO/FO, officers must be serving in a GO/FO grade.
HHG	Defined in the JTR.
home-basing policy or home-basing program	The practice of returning a Service member to the previous PDS or location after completing an unaccompanied OCONUS tour, dependent-restricted OCONUS tour, or Service-designated sea duty.
Individually sponsored dependents	Dependents of a Service member who, at personal expense, accompany or join the Service member at their duty station OCONUS.
key billet	An OCONUS position (officer, warrant officer, or senior enlisted Service member positions only) where it is determined the continued presence of the incumbent is essential to the mission of the activity or unit or to the United States' presence in that area. Designation as a key billet requires the incumbent to serve a 24-month tour, whether serving accompanied or unaccompanied.
long tour	A tour of duty in an OCONUS location where the tour length is equal to or greater than the 36-month accompanied tour and the 24-month unaccompanied tour.
Military Services	The Army, the Navy, the Marine Corps, the Air Force, the Space Force, and the Coast Guard.
non-command-sponsored dependents	Dependents of a Service member residing with the Service member at their duty station OCONUS where the accompanied tour may or may not be authorized.
OCONUS	All foreign countries and locations outside the contiguous 48 adjoining States and the District of Columbia. Non-foreign, OCONUS includes the States of Alaska and Hawaii, the Commonwealths of Puerto Rico and the Northern Mariana Islands, Guam, the U.S. Virgin Islands, and other U.S. territories and possessions (excluding the former Trust Territories of the Pacific Islands).
overseas	Any area of the world other than the 50 States and the District of Columbia.

TERM	DEFINITION
PCS	The assignment, detail, or transfer of a Service member or unit to a different PDS under a competent travel order that does not specify the duty as temporary, provide for further assignment to a new PDS, or direct return to the old PDS. A PCS assignment or reassignment does not always create an entitlement to travel and transportation allowances, such as movement of the Service member, relocation of dependents, or shipment of HHG.
PDS	The installation of duty or official duty station of a Service member or invitational traveler, including a ship for the purpose of personal travel and transportation of the Service member's unaccompanied baggage located on board the ship. The home port of a ship or of a ship-based staff to which a Service member is assigned or attached for duty other than TDY is the PDS for dependents' transportation; transportation of HHG, mobile homes, or privately owned vehicles; CONUS cost of living allowance and geography-based station allowances; and OCONUS housing allowance.
prescribed tour length	The period of time established for tours in specific geographic locations in CONUS, OCONUS, or at sea.
registered sex offender	Defined in DoDI 5525.20.
religious practice	Defined in DoDI 1300.17.
sea duty	Assignment to a ship or deployable unit stationed ashore.
sea tour	The period of time established by the Secretary of the Navy for Service members assigned to sea duty.
sex	An individual's immutable biological classification as either male or female.
sexual assault	Defined in Volume 1 of DoDI 6495.02.
single Service member	A Service member who has no dependents in their household and is not married.

TERM	DEFINITION
sole surviving child	<p>The only remaining child in a family where the father, mother, or one or more siblings, while serving in the Military Services (and not because of this parent or sibling's intentional misconduct or willful neglect):</p> <p>Was killed in action or died from wounds, accident, or disease;</p> <p>Is in a captured or missing-in-action status; or</p> <p>Is permanently 100 percent physically disabled (including 100 percent mental disability), as determined by the Department of Veterans Affairs or one of the Military Services.</p>
TDY	<p>Travel to one or more places away from a PDS to perform duties for a period of time and, on completion of assignment, return or proceed to a PDS.</p>
theater	<p>The geographical area for which a Combatant Commander has been assigned military responsibility.</p>
time on station	<p>The elapsed period of time a Service member has been permanently assigned to an installation, naval vessel, or other authorized assignment location.</p>
tour of duty	<p>Military duty when assigned to a military installation or activity permanently located at a land station either inside CONUS or OCONUS. Military duty when assigned to a ship or unit during a prescribed sea tour.</p>
tour length data sheet	<p>Provides background data to support the Military Department's request to establish or change OCONUS tour lengths and to ensure the minimum required factors are considered.</p>
unaccompanied tour	<p>The authorized tour length at a specific OCONUS duty station for Service members who are not accompanied by command-sponsored dependents. A tour at a location with only an unaccompanied tour authorized is considered a dependent-restricted tour.</p>
United States	<p>The 50 States and the District of Columbia.</p>
unit move	<p>The synchronized relocation of a designated military organization to another duty location.</p>

REFERENCES

- Defense Intelligence Agency Guide 5105.32-1, “Duration of Tours at Defense Attaché Offices,” February 17, 2021
- DoD 7000.14-R, Volume 7A, “DoD Financial Management Regulation,” date varies by volume
- DoD Directive 3025.14, “Evacuation of U.S. Citizens and Designated Aliens from Threatened Areas Abroad,” February 26, 2013, as amended
- DoD Directive 5124.10, “Assistant Secretary of Defense for Manpower and Reserve Affairs (ASD(M&RA)),” March 14, 2018
- DoD Directive 5205.75, “DoD Operations at U.S. Embassies,” December 4, 2013, as amended
- DoD Instruction 1000.17, “Detail of DoD Personnel to Duty Outside the Department of Defense,” October 30, 2013, as amended
- DoD Instruction 1215.06, “Uniform Reserve, Training, and Retirement Categories for the Reserve Components,” March 11, 2014, as amended
- DoD Instruction 1300.06, “Conscientious Objectors,” July 12, 2017
- DoD Instruction 1300.17, “Religious Liberty in the Military Services,” September 1, 2020
- DoD Instruction 1315.15, “Separation Policies for Survivorship,” May 19, 2017
- DoD Instruction 1315.19, “Exceptional Family Member Program,” June 23, 2023
- DoD Instruction 1327.06, “Military Leave, Liberty, and Administrative Absence,” August 7, 2025
- DoD Instruction 1332.14, “Enlisted Administrative Separations,” August 1, 2024
- DoD Instruction 1332.30, “Commissioned Officer Administrative Separations,” May 11, 2018, as amended
- DoD Instruction 1340.26, “Assignment and Special Duty Pays,” September 25, 2017, as amended
- DoD Instruction 2000.12, “DoD Antiterrorism Support to Force Protection,” June 11, 2025
- DoD Instruction 5015.02, “DoD Records Management Program,” February 24, 2015, as amended
- DoD Instruction 5132.13, “Staffing of Security Cooperation Organizations (SCOs) and the Selection and Training of Security Cooperation Personnel,” January 9, 2009, as amended
- DoD Instruction 5525.09, “Compliance with Court Orders by Service Members and DoD Civilian Employees, and Their Family Members Outside the United States,” April 23, 2019
- DoD Instruction 5525.20, “Registered Sex Offender (RSO) Management in DoD,” November 14, 2016, as amended
- DoD Instruction 6000.20, “Family Member Travel Screening,” October 1, 2024
- DoD Instruction 6400.01, “Family Advocacy Program (FAP),” May 1, 2019
- DoD Instruction 6400.06, “DoD Coordinated Community Response to Domestic Abuse Involving DoD Military and Certain Affiliated Personnel,” December 15, 2021, as amended
- DoD Instruction 6495.02, Volume 1, “Sexual Assault Prevention and Response: Program Procedures,” March 28, 2013, as amended

DoD Manual 6400.01, Volume 3, “Family Advocacy Program: Clinical Case Staff Meeting and Incident Determination Committee,” August 11, 2016, as amended

DoD Manual 7730.69, Volume 2, “Uniformed Services Human Resources Information System: Supplemental Reporting Requirements,” September 1, 2023

DoW Instruction 1315.18, “Procedures for Military Personnel Assignments,” May 21, 2026

DoW Manual 1315.21, Volume 1, “Military Personnel Assignments: Procedures and Requirements,” May 21, 2026

Joint Travel Regulations, current edition

Memorandum of Agreement between the U.S. Department of State and the United States Marine Corps, October 13, 2020

Unified Command Plan, current edition

United States Code, Title 37