



## DEFENSE FINANCE AND ACCOUNTING SERVICE

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SEP - 5 1996

DFAS-HQ/F

MEMORANDUM FOR DIRECTOR, DEFENSE FINANCE AND ACCOUNTING SERVICE  
- CLEVELAND CENTER  
DIRECTOR, DEFENSE FINANCE AND ACCOUNTING SERVICE  
- DENVER CENTER  
DIRECTOR, DEFENSE FINANCE AND ACCOUNTING SERVICE  
- INDIANAPOLIS CENTER  
DIRECTOR, DEFENSE FINANCE AND ACCOUNTING SERVICE  
- KANSAS CITY CENTER

SUBJECT: Department of Defense Financial Management Regulation,  
Volume 7A (DoDFMR, Vol 7A), Standard Policy for  
Centralized Disbursements and Emergency Partial  
Payments (DFAS Item E-33)

This is Interim Change Number 37  
25-96 to the DoDFMR, Vol 7A.

This policy change is effective immediately. For Defense Joint Military Pay System (DJMS), phased implementation in conjunction with planned systems changes for centralized disbursements, daily electronic fund transfer (EFT), and consolidation of Defense Accounting Offices (DAO) into operating locations (OPLOC) is authorized. The estimated milestones for completion of each phase are as follows:

- PHASE I Daily EFT for onetime anniversary payments, estimated completion date is June 1996.
- PHASE II Daily EFT for partial and advance pays, estimated completion date is July 1996.
- PHASE III Daily central check production for onetime anniversary payments, partial, and advance payments, estimated completion date is December 1996.
- PHASE IV Daily EFT and central check production for initial bonus payments and separation payments, estimated completion date is May 1997.

For DFAS-CL, the policy applies for the Navy, Joint Uniform Military Pay System (NJUMPS). However, implementation will be on an incremental basis as NJUMPS, the legacy system, permits and as systems become available when NJUMPS transitions to DJMS.

For Marine Corps Total Force System (MCTFS), the policy applies and implementation is authorized as systems become available.

We have evaluated your comments on the draft change to the DoDFMR, Vol 7A, on standardizing the policy for local disbursements by limiting them to only emergency payments. The attached final version of the change incorporates your comments where appropriate and additional policy/procedural guidance issued by DFAS Headquarters (FCD).

Emergency partial payments as defined in the attached change are payments that are deemed time sensitive and required within 24 hours. If approved by the member's commanding officer and coordinated with the local finance office, emergency partial payments may be paid locally in the following circumstances:

1. Emergency pay and allowances earned to date as reflected on the member's master military pay account (MMPA); when no pay was received on regular payday or when there is a major medical emergency or death in the member's immediate family; payment is needed within 24 hours.

2. Emergency travel advance when the traveler does not have a Government travel charge card.

3. Discharge gratuity (as required by table 4-4-11 of the DoDFMR, Vol 7A); payment is needed within 24 hours.

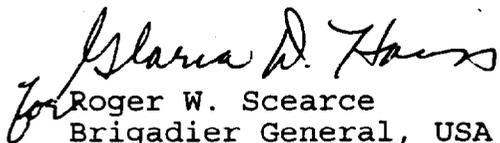
4. Payment of military death gratuity benefit to beneficiary; payment is needed within 24 hours.

5. Payment to military member of advanced pay and allowances and/or evacuation allowance to evacuate dependents as a result of a natural disaster or life threatening situations.

Military members in overseas locations and/or assigned to tactical/operational command units may be exempted from this policy, if appropriate.

We have determined this regulatory change is to be implemented under the auspices of DFAS Regulation 7920.3-R. The DJMS PMO will ensure the necessary systems changes are scheduled for implementation consistent with all known requirements. Centers are advised to make DFAS Headquarters (FMM) an information addressee on implementing field procedures. For the Denver Center, use the attached to initiate the formal printed change to the DoDFMR, Vol 7A.

Our point of contact, Ms. Ann Cook, may be contacted at  
DSN 327-5059 or Commercial (703) 607-5059. Our FAX number is  
DSN 332-5271 or Commercial (703) 602-5271.

  
for Roger W. Scearce  
Brigadier General, USA  
Deputy Director for Finance

Attachments:  
As stated

cc: DASD (MPP) (COMP)  
DGC (F)  
DFAS-HQ/DG  
Service Liaisons  
USCG/NOAA/PHS Liaisons  
DJMS PMO

1. Part Four, Chapter 1, revise title to read as follows:

"ADVANCE, LOCAL, PARTIAL, AND EMERGENCY PARTIAL PAY"

2. Revise Section B to read as follows:

"SECTION B--LOCAL, PARTIAL, AND EMERGENCY PARTIAL PAYMENTS"

3. Revise paragraph 40111 to read as follows:

"40111. Local and Partial Payments.

These payments are only authorized for overseas areas where banking facilities are not readily available, and members assigned to classified, or contingency operations where the exigencies of their assignments may require local cash or partial payments. In this circumstance the member's commander may authorize immediate cash payments up to the amount of accrued entitlement to date; when deemed appropriate to the mission (See Figure 1)"

4. Revise paragraph 40112 to read as follows:

"40112. Emergency Partial Payment.

a. For members residing or assigned within the continental United States (including Alaska and Hawaii), this is a payment deemed time sensitive and required within 24 hours due to an unforeseen set of circumstances or the resulting state that calls for immediate action (See Figure 1). Payment must be made in most expeditious manner, i.e., local cash or check payments. The respective DFAS central site may be able to effect overnight delivery if circumstances warrant.

b. The member's commander in coordination with the local finance office may authorize emergency payments, up to the amount of accrued entitlement to date on MMPA in the following circumstances:

1. Emergency pay and allowances earned to date as reflected on the MMPA; no pay was received on regular payday or when there is a major medical emergency or death in the member's immediate family; payment is needed within 24 hours.

2. Emergency travel advance, when the traveler does not have a Government travel charge card.

3. Discharge gratuity (as required by table 4-4-11); payment is needed within 24 hours.

4. Payment of military death gratuity benefit to beneficiary; payment is needed within 24 hours.

5. Payment to military member of advanced pay and allowances and/or evacuation allowance to evacuate dependents as result of a natural disaster or life threatening situations."

revise Table 4-1-1 Column F to read as follows:

	A	B	C	D	E	F
<b>R U L E</b>	A member in receipt of orders (to)	and	when approved in writing	may be paid an	in an amt	paid daily by the central site DFAS Ctr. See figure 1 for emergency payment exceptions.
1						to mbrs financial institution or mailed to local address at old station, home port, point of reenlistment or acceptance of commission, not earlier than 30 days prior to departure (note 4);  en route;  first duty station or after beginning travel to first duty station after completion of physical examination;  or within 60 days after arrival at new/first duty station (home port, note 3) (note 4).
2						
3						to member's financial institution or mailed from the DFAS central site to an address.
4						paid as an emergency local payment at permanent station or any military disbursing ...

	A	B	C	D	E	F
R U L E	A member in receipt of orders (to)	and	when approved in writing	may be paid an	in an amt	paid daily by the central site DFAS Ctr. See figure 1 for emergency payment exceptions.
5						
6						to member's financial institution or mailed from DFAS central site to an address.
7						
8						

6. Add immediately after Part B the attached Figure 1:

**FIGURE 1**

Payment Type	Payment Practice	
	OVERSEAS COMMANDS (When consistent with mission requirements and non availability of banking facilities)	CONTINENTAL UNITED STATES (INCLUDING ALASKA AND HAWAII)
<p><b>Local Partial Payment:</b> For overseas locations, local payments are authorized with commanders approval.</p> <p><b>Emergency Partial Payment</b> (for Continental United States).</p>	<p>Local Payments: Bonuses, annual special pays, separation, death, unpaid pay and allowances, health and comfort, etc.</p>	<p>No local payments <u>except</u> for emergency partial payments when approved by the member's commander and coordinated with the local finance office for the following circumstances:</p> <ol style="list-style-type: none"> <li>1. Pay and allowances earned to date on the MHPA when no pay was received on regular payday or when there is a major medical emergency or death in the immediate family of the member.</li> <li>2. Emergency travel advance when the traveler does not have a government travel charge card.</li> <li>3. Discharge gratuity (as required by Table 4-4-11).</li> <li>4. Payment of death gratuity benefit to beneficiary and payment.</li> <li>5. Payment to military member of advanced pay and allowances and/or evacuation allowance to evacuate dependents as a result of a natural disaster or life threatening situation.</li> </ol>
<b>ADVANCES:</b>	Payments may be paid locally when consistent with mission requirements and non availability of banking facilities.	Paid centrally via DD/EFT.
1. PCS	All pay grades 1 month pay (E3 and below CO approval) E4 and above: max 3 months pay with CO approval	Paid centrally via DD/EFT
2. Basic Pay		Not to exceed 15 days basic pay at training or indoctrination center or centrally via DD/EFT as systems become available.
3. BAS	Max 3 months entitlement	Paid centrally via DD/EFT
4. Dependent Evacuation Allotment	Max 2 months basic pay	Max 2 months basic pay paid locally as an emergency partial payment
5. AFHPSP		Max 1 month basic pay when reporting for 45 day active duty tour paid centrally via DD/EFT.
6. Senior ROTC		1 month entitlement or the amount member will accrue for the training paid centrally via DD/EFT.

7. a. Overseas Housing Allowance	a. One year accrued allowances determined on the basis of housing expenses and the authorized OHA, interim housing allowance, and BAQ and may be paid locally, if required.	
b. VHA & BAQ		b. Paid centrally via DD/EFT
8. Mobilization	May be paid locally when consistent with mission requirements and non availability of banking facilities...Max 3 months pay	Paid centrally via DD/EFT
Deployment		
9. Shipboard Deployment	All pay due for USN/USMC; N/A for USA/USAF	
10. Distant Duty	May be paid locally when consistent with mission requirements and non availability of banking facilities...Max 3 months basic pay and allowances.	