



DEPARTMENT OF DEFENSE
EDUCATION ACTIVITY
4040 NORTH FAIRFAX DRIVE
ARLINGTON, VA 22203-1635

Human Resources Regional Service Center

08-HRC-004
Date: May 23, 2008

DEPARTMENT OF DEFENSE EDUCATION ACTIVITY
POLICY MEMORANDUM

SUBJECT: Eligibility for Overseas Allowances

- References: (a) Department of Defense Education Activity Policy Memorandum, "Living Quarters Allowance for Employees GS-9 and Below," November 17, 2005 (hereby canceled)
- (b) Department of State Standardized Regulations (DSSR) (Government Civilians, Foreign Areas), current edition
- (c) DoD 1400.25-M, "Civilian Personnel Manual," December 3, 1996
- (d) DoD Directive 1404.10, "Emergency-Essential (E-E) DoD U.S. Citizen Civilian Employees," April 10, 1992

It is the policy of the Department of Defense Education Activity (DoDEA) that employees recruited in the United States for employment in foreign areas may be authorized a living quarters allowance (LQA) and post differential as outlined in section 031.12 of Reference (b) and subchapter 1250 of Reference (c). Overseas allowances and differentials (except post allowance) are not automatic salary supplements, nor are they entitlements. They are specifically intended to be recruitment incentives for U.S. citizen employees living in the United States to accept Federal employment in a foreign area. If an individual is already living in a foreign area, the inducement is normally not required. A locally hired candidate is not eligible for LQA if the position is one for which out-of-country recruitment is normally not undertaken.


Recruitment from the United States is not normally undertaken to fill positions at the pay schedules and bands listed in Attachment 1. Therefore individuals selected for, or reassigned/promoted to positions with a target level at the pay schedules and bands at these levels, will not be authorized LQA. This information will be included in vacancy announcements advertising positions indicated in the attachment. Current DoDEA employees in positions indicated in Attachment 1 who are already authorized allowances are exempt from this policy and may be selected for other positions within DoDEA without losing their LQA authorization during a period of continuous employment with DoDEA.

An employee who enters a foreign area as the accompanying spouse of a sponsor who is eligible for LQA may be eligible for a waiver of section 031.12b of Reference (b). LQA may be approved for a 1 year period if one of the following occurs: (1) the sponsoring spouse dies, (2) the sponsoring spouse becomes physically or mentally incapable of continued employment with the Government, (3) the couple is divorced or legally separated, (4) the sponsoring spouse left the post or area permanently, (5) the spouse could not maintain a common dwelling due to the relocation of either spouse's work site, or (6) the employee is an incumbent of a position designated as emergency-essential according to DoD Directive 1404.10 (Reference (d)). A waiver under these provisions will not be granted to employees in pay schedules and bands listed in Attachment 1. With the exception of a sponsoring spouse becoming physically or mentally incapable of continued employment with the Government, a waiver of section 031.12b of Reference (b) will not be made for an employee who accompanied his or her spouse to the foreign area and still resides with that spouse.

Individuals returning to the United States from DoD employment in a foreign area must complete a continuous 12 month residency in the United States, or a territory or possession of the United States, to be eligible for appointment as a Continental United States (CONUS) hire with eligibility for LQA. Former Department of Defense Dependents Schools (DoDDS) educators, who have returned to the United States from a foreign overseas area, must reside in the United States or non-foreign overseas area for at least 1 school year from the date of separation or date of return to the United States to be eligible for a subsequent DoDDS assignment with LQA.

Overseas employees on leave without pay (LWOP) are considered to be current agency employees, and if returned to duty in the foreign area may not be eligible for LQA, and are also subject to the 12 month or 1 school year residency requirement after the date the employee enters LWOP status.

Exceptions to this policy may be authorized by the Director of Human Resources, Headquarters DoDEA, on a case-by-case basis to meet specific recruitment needs. Questions concerning this policy may be addressed to the Chief, Policy and Evaluation at (703) 588-3907.



Joseph D. Tafoya
Director

Attachment:
As stated

ATTACHMENT 1

PAY SCHEDULES AND PAY BANDS

Pay Schedule	Pay Band
YA	1
YB	1, 2
YD	1
YE	1, 2
YH	1
YI	1, 2
YP	1