

WELCOME TO YOKOTA AB, JAPAN



THE 374TH COMPTROLLER SQUADRON “NO MONEY, NO MISSION”

Commander: Maj Shylon C. Ferry
Superintendent: SMSgt Scott J. White

CUSTOMER SERVICE:

***0900 to 1500 Monday - Friday**

CASHIER'S CAGE:

***0900 to 1200 Daily**

***Location- Building 314 Room 132**

***Customer Service Numbers:**

225-7825 or 225-7826

***Customer Service e-mail address:**

374cpts.customerservice@yokota.af.mil



\$ MONEY MATTERS \$

Leave and Earning Statements (LES's): Effective 1 January 2004, Accounting and Finance will no longer print out LES's. It is MANDATORY for each member to have a MY PAY pin number to access your LES. If you do not have a pin number, please stop by Finance Customer Service office after Right Start to have one established. This process takes less than two minutes once a Finance technician signs you on.

Basic Allowance for Subsistence: (BAS) is based on grade & dependency status. For members in the grade of E-7 & above, BAS continues. For members in the grade of E-6 & below who arrived with dependents, BAS continues. For Mil to Mil members arriving together, BAS continues. If Mil to Mil and arrived on station separately with the intension of moving into the Dormitory BAS will stop. If you do not meet the above requirements and you feel you are still entitled to BAS, you must completed an AF Form 220 with your orderly room signed by your Commander. For E-6 and below assigned to the dormitories, BAS will stop.

Overseas Housing Allowance: (OHA) is payable to persons authorized to live on the economy. The monthly amount you receive is based on the amount of rent you pay, the # of "sharers" residing with you, and if utilities are included in your rent. Once Housing forwards the necessary paperwork to start OHA, it cannot be input into the system until the Effective date of the lease. Once input into the system, it will be deposited into your next available paycheck, depending on our cut-off.

Moving-in-Housing Allowance: (MIHA) is a one-time entitlement you are authorized once you sign a lease for off base housing. The Housing office will forward the necessary paperwork to the FSO.

Family Separation Allowance: (FSA-II) is authorized to those personnel who could not bring dependents for reasons beyond their control, usually medical/educational conditions. Mil to Mil arriving at different times are entitled FSA, only one will receive this entitlement. We will need both copies of orders. Should you qualify for this, please let us know so that we may start the paperwork for this entitlement.



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Cost of Living Allowance: (COLA) is based on rank and number of dependents living with you not to exceed five. COLA starts the day you arrive on station. Please keep in mind that if you are in Kanto Lodge (billeting) your daily rate COLA will be deducted from the daily rate of your Temporary Lodging Allowance (TLA). For members residing in dormitories you will receive partial rate COLA, this be annotated on your LES with dependent rate "9". Factors affecting COLA would be **leave** exceeding 30 consecutive days out of country, dependents departing the country for more than 30 days with the intent to return, and dependents leaving the country with no intent to returning. Early Return of Dependents (ERD).

Temporary Lodging Expense: (TLE) is payable to those members who were stationed CONUS & incurred a lodging expense prior to leaving their last duty station. Members are authorized up to 5 days reimbursement. This entitlement is based on a variety of factors such as location and costs incurred.

Temporary Lodging Allowance: (TLA) is authorized by the Housing Office for members residing in temporary lodging while searching for a house on the economy, awaiting base housing or dormitory. TLA is payable every 10 days; simply take the billeting receipt with 2 copies of orders to the Housing Office & they will initiate the necessary paperwork. This entitlement is based on location, number of dependents with you and cost of lodging. This allowance is deposited directly into your next available paycheck, depending on our cut-off.

Dislocation Allowance: (DLA) is an allowance the Air Force gives you to help defer the cost you incur while PCS'ing. It is payable to all members relocating dependents, mil to mil members (only one will receive allowance), and to members in the grade of E4 and above not assigned to the dormitories. All single members who plan to move off base are entitled to this allowance as long as you do not occupy government quarters for more than 60 days. We will need a letter from the Housing Office verifying members off base address.

Advance Military Pay: is authorized up to 180 days after arrival. The standard amount is 1 month pay minus deductions. For E-3's and below, the Commander must approve the advance. The maximum advance you can receive is 3 months of your base pay minus deductions. Commanders must approve all advances for more than 1 month. Advances are payable up to 24 months with Commander's approval.



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Helpful Resources:

You can access various pay rates and allowances on the web. Here are some of the more helpful web – sites:

www.dfas.mil

www.dtic.mil/perdiem

<https://mypay.gov>

www.tsp.gov

<https://www.hqpacaf.af.mil/fm/cash%20forms%20cac/home.asp>