



## SAMPLE

DEPARTMENT OF THE ARMY  
Headquarters, 54th Infantry Division (Light)  
Fort Washington, Indiana 46216-5000

ORDERS 014-02

14 January 2006

Moore, Clayton M. 000-00-0000 CPT 10<sup>th</sup> Military Police (W16AAA) Ft Washington, IN 46160-5000

You are deployed on an **Indeterminate** Temporary Change of Station (TCS). Your future assignment has not been determined. You will submit a reviewed travel voucher for this travel to the finance office within 5 working days after return from this deployment.

**Assigned to** 10<sup>th</sup> Military Police (W16AAA) Ft Washington, IN 46160-5000 and Attached to United States Multinational Force Iraq (MNFI) (W4FG09), WIAS Control Number (if applicable), (if applicable). Baghdad, Iraq, APO AE 09342,

**Purpose:** For Deployment In Support of Operation Iraqi Freedom, Unite and UIC assigned/attached, WIAS Control Number (if applicable), JMD para/line number (if applicable), HRC-A Replacement Control Number (if applicable).

**Number of days:** Indeterminate

**Will proceed date:** 15 February 2006

**Security clearance:** Secret, SBI, Dtd 15 January 2002, Verified by Ms. Ann Smith, 16 Feb 03

**Accounting classification:** (For both active and reserve component Soldiers, contact installation management command comptroller for fund cite)

**Customer Identification Code (CIC):** (See Chapter 4 of the PPG for CIC information)

**Movement designator code:** 3AO7 (officer), 3AE7 (enlisted)

**Additional instructions:** (This order is for Medical Processing prior to movement to CENTCOM or REFRAD)

WIAS control number: CT-MNFI-00173-01, duty position title

Dependents location (city, state, zip code)

a. This is an indeterminate temporary change of station (TCS) with future assignment to be determined. Soldier will be attached to TCS duty station in Kuwait/Iraq/Afghanistan. This deployment is a TCS for an indeterminate amount of time which will not be less than 12 months. The relocation of dependents is authorized IAW the PPG and paragraphs 4600 and 4605 of the Joint Federal Travel Regulation (JFTR). Specific entitlements outlined in paragraphs 4600 and 4605 include the following:

(1) IAW JFTR paragraphs U4600 and U4605-B3b., dependent transportation to a CONUS location is authorized at government expense through the Secretarial process. To obtain approval through the Secretarial process, Soldiers must request approval by Memorandum thru office of the Deputy Chief of Staff G-1, Compensation & Entitlements 300 Army Pentagon Washington DC 20310-0300 for office of the Assistant Secretary Manpower and Reserve Affairs, 111 Army Pentagon Washington, DC 20310-0111. Requests must include name, rank, and SSN of Soldier requesting the move and the request must clearly state "IAW JFTR paragraph U4605 B3b, request approval to move my dependents at government expense to a CONUS location." Requests can be submitted by email to one of the following addresses: [matthew.voithofer@hqda.army.mil](mailto:matthew.voithofer@hqda.army.mil) or [victor.bosko@hqda.army.mil](mailto:victor.bosko@hqda.army.mil). A copy of the Soldiers' TCS orders must accompany the request. Transportation includes transportation of dependents and shipment of household goods

SAMPLE

## SAMPLE

(JFTR appendix a definition of “transportation.” IAW a change effective 19 April 2005 to JFTR par. U4605-A2 that will be posted to the JFTR 1 July 2005, you are authorized per diem for your dependents during travel for this move. Additionally, IAW a change effective 20 June 2005 to JFTR par. U4600 that will be posted to the JFTR 1 September 2005, you are authorized Dislocation Allowance for this move.

(2) Government quarters and dining facilities will be used at the replacement activity and during deployment. Per diem payable is \$3.00 per day CONUS and \$3.50 per day OCONUS.

(3) Basic allowance for housing (BAH) is based upon the Soldier’s permanent duty station, unless dependents are moved to a CONUS location as described in paragraph 4 a.(1) above. Then BAH is based on dependents’ location.

(4) Officers draw \$183.99 per month in basic allowance for subsistence (BAS) while enlisted Soldiers draw \$267.18 per month in BAS.

(5) Special storage of HHG may be authorized for single Soldiers, Soldiers married to another service member when both are deployed, Soldiers married to another service member residing at different permanent duty stations, and Soldiers who are single parents with a family care plan that require the dependent(s) to leave the residence. Contact your installation ITO for assistance (JFTR, par. U4770-b). (6) Travel by POV is not authorized. POV storage is authorized IAW the PPG.

(7) Additional entitlements associated with this deployment are contained in the consolidated Personnel Policy Guidance <http://www.armyg1.army.mil/militarypersonnel/policy.asp> b. Soldier readiness processing (SRP): installations will ensure Soldiers are fully SRP qualified and deployable prior to reporting to the CRC. All military personnel will be validated IAW Soldier readiness standards contained in AR 600-8-101 (personnel processing (in-, out-, Soldier readiness, mobilization and deployment processing)). Use DA form 7425, (readiness and deployment checklist) which is available on the HQDA G-1 website. c. CONUS replacement center (CRC): Soldiers will secure reservations at the CRC to attend the mandatory training enroute to the CENTCOM AOR. To do so, Soldiers will call the Army Travelers Assistance Center (ATAC) at 1-800-582-5552 or send an e-mail to [atac@hoffman.army.mil](mailto:atac@hoffman.army.mil). Soldiers must process through the CONUS replacement center (CRC) on the date specified in the special instructions of their assignment, enroute to the CENTCOM AOR. The Soldier must contact the CRC prior to departure from his/her present duty station to receive any additional instructions from the CRC. To ensure Soldiers are prepared for readiness processing, review the information provided on the CRC website at: for Iraq <http://www.bliss.army.mil/localunitlinks/360thCRC/default.htm>. Or: for Afghanistan <http://www-benning.army.mil/CRC/>. d. Soldiers must contact their installation transportation office to make flight arrangements to the CRC. Soldiers will arrive at the CRC NLT 1500 on the date specified in the special instructions in order to attend a mandatory evening briefing. Attendance at this briefing will streamline the CRC validation process and is required for all Soldiers. e. Travel to the CRC by POV is prohibited. Final air transportation to the CENTCOM AOR will be coordinated by the CRC. Personal baggage will be limited to one military duffle bag or piece of luggage (equivalent in size to a military duffle bag) of personal belongings that may not exceed 70 lbs in weight. No foot lockers will be accepted for movement. Soldier is permitted to carry on board one carry-on bag that must be able to fit under the passenger seat or in the overhead bin. Soldiers should limit themselves to one set of conservative civilian attire, must bring one complete army physical fitness uniform, and must review the CRC website for recommended personal items.

SAMPLE

## SAMPLE

f. The personal baggage identified above, along with the equipment issued by the CRC (normally contained in 3 duffle bags), will be the only baggage loaded aboard the aircraft. Soldiers will also be issued individual body armor (IBA) and weapons while processing at the CRC. CRC chartered airlift is not forecasted to move cargo (tool sets, communications and/or audio visual equipment, etc.); therefore, baggage, containers, and equipment that exceed the allowances will not be provided movement on the aircraft going into theater. Those with excess baggage will be personally responsible for disposing of the excess baggage prior to deployment. g. Billeting and mess will be provided at the CRC. If not provided, Soldiers must obtain a statement of non-availability. h. The shipment of HHG, POV, or unaccompanied baggage to the CENTCOM AOR is not authorized. i. Personnel departing on indeterminate TCS orders to Operation Iraqi Freedom (OIF)/Operation

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Enduring Freedom (OEF) will not carry their health and dental records into the theater. IAW AR 40-66, Soldiers deploying OCONUS to OIF/OEF will deploy with DD form 2766 (Adult Preventive and Chronic Care Flowsheet) which will be used as the deployment health record in lieu of their health and dental records. Health and dental records will remain with the supporting medical/dental activity at the losing installation. Members will request their records through the supporting medical/dental activity at the gaining installation once they TCS out of the OIF/OEF theater of operations to their new assignment.

j. Prior to the Soldier's arrival in theater, he/she will have read the documents which correspond to the Soldier's grade on the following website: <http://www.CENTCOM.mil/readahead/index.asp> The data is not classified however it is password protected for OPSEC purposes. The password to access this application will be sent via email to the Soldiers' AKO email address. Ensure all required pre-travel training specified by CENTCOM is conducted including personnel recovery (PR) and ISOPREP (DD1833) cards are completed.

k. Soldier is authorized travel to all countries in the CENTCOM AOR (Afghanistan, Bahrain, Djibouti, Egypt, Eritrea, Ethiopia, Iran, Iraq, Jordan, Kazakhstan, Kenya, Kuwait, Kyrgyzstan, Lebanon, Oman, Pakistan, Qatar, Saudi Arabia, Seychelles, Somalia, Sudan, Syria, Tajikistan, Turkmenistan, united Arab emirates, Uzbekistan, and Yemen).

l. Soldiers requiring additional information concerning this assignment should contact G1, 3d US Army at DSN 367-2854, or by email at [gregory.olson@us.army.mil](mailto:gregory.olson@us.army.mil), Berneita Harrow ([berneita.harrow@arcent.army.mil](mailto:berneita.harrow@arcent.army.mil) / DSN 367-3986) and MAJ Staley ([james.staley@arcent.army.mil](mailto:james.staley@arcent.army.mil) / DSN 367-4864).

m. During period of TCS, Soldiers will be attached to the deployed unit. The deployed unit commander has responsibility for personnel service support to include awards and decorations, UCMJ, and all other forms of personnel and legal administration support except reserve component promotion authority.

n. Soldier may submit interim travel voucher if otherwise entitled to per diem and/or travel for the monthly payment of accrual travel payment. Care should be taken to keep all required documents to support payments/request for payments. All documents will be required upon completion of the final settlement voucher.

o. Soldiers returning from theater will be out-processed through the CRC.

p. Movement under these orders does not incur an active duty service obligation.

SAMPLE

## **SAMPLE**

q. Additional movement requirements will be completed using amendment orders, format 700, movement to return to CONUS will also be completed using a format 700.

r. Soldier will logon to the AKO web site at [https://www.us.army.mil/portal/portal\\_home.jhtml](https://www.us.army.mil/portal/portal_home.jhtml) and establish an AKO email account.

Format: 401

FOR THE COMMANDER

JACK A NICHOLSON

LTC, GS

Director, Military Personnel

### **DISTRIBUTION:**

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