



**HUMAN RESOURCES OFFICE
TECHNICIAN / AGR ADMINISTRATIVE INSTRUCTION**

Number: 08-29

10 July 2008

“SAFE HAVEN” ENTITLEMENT – OPERATION LIGHTNING STRIKE for AFFECTED CALIFORNIA NATIONAL GUARD TITLE 10, TITLE 32 ACTIVE GUARD & RESERVE (AGR), and TITLE 32 TECHNICIAN MEMBERS

1. The Adjutant General of the California National Guard has approved the use of federal Safe Haven entitlements for Title 10, Title 32 USC 502 (f) [OJS/ADSW/CD] military members or Title 32 USC 709 technician employees and/or families evacuated from the declared disaster area in California counties, as identified by the Office of Emergency Services. This approval does not include the traditional M-day workforce; i.e IDT, AT, MPA, SAD, nor ESAD status nor does it apply to members or dependents who voluntarily leave the affected area to simply remove themselves for the purpose of air quality.

2. Title 10 and Title 32 military dependents are authorized evacuation allowances when authorized/ordered to leave a CONUS location because of unusual/emergency circumstances. This includes normal evacuations, when dependents move from one area to another, and limited evacuations, when dependents move from their CONUS residences to the nearest available accommodations. The following provisions apply:

a. Military members who are ordered to depart an area must be in a TDY or PCS status.

b. Commanders may place members on TDY orders in the local area if they must remain within the limits of their PDS.

c. Commanders may extend the TDY of members who are away from the PDS at the time of the evacuation.

d. Temporary occupancy of government quarters with their dependents is authorized. A member is authorized continuation of BAH while the dependents are in Safe Haven status even though the dependents occupy government quarters at the Safe Haven, if the member is required to continue payment for private-sector housing at the evacuated PDS.

e. Military dependents are authorized travel and transportation to a CONUS limited evacuation area/Safe Haven location, as specified by the commander or military official.

f. Member's TDY travel orders will be prepared by the member's unit. Travel orders for military dependents are prepared by the appropriate personnel readiness unit.

g. Evacuated military dependents are authorized the following per diem at a Safe Haven during first 30 days:

(1) dependents age 12 years or older receive up to 100 percent of the full locality rate.

(2) dependents under age 12 years receive up to 50 percent of the full locality rate.

h. Evacuated military dependents are authorized the following per diem at a Safe Haven during days 31 through 180:

(1) dependents age 12 years or older receive up to 60 percent of the full locality rate.

(2) dependents under age 12 years receive up to 30 percent of the full locality rate.

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SUBJECT: "SAFE HAVEN" ENTITLEMENT – OPERATION LIGHTNING STRIKE for AFFECTED CALIFORNIA NATIONAL GUARD TITLE 10, TITLE 32 ACTIVE GUARD & RESERVE (AGR), and TITLE 32 TECHNICIAN MEMBERS

i. Local travel allowance is authorized if the family has no privately owned conveyance at the Safe Haven location; a local travel allowance may be paid.

j. No lodging reimbursement is allowed if evacuated dependent(s) stay with friends/relatives.

k. There are no evacuation allowances for dependents who do not evacuate their homes.

l. There is no family separation allowance (FSA).

3. Technician employees and/or families are authorized evacuation allowances when authorized/ordered to leave a CONUS location because of unusual/emergency circumstances. Technician employees may be eligible for reimbursement of costs incurred for travel, lodging, and per diem needs. If the employee and/or family members remain in their home and do not choose to evacuate, they are not authorized per diem. The following are the more common entitlements:

a. Per diem for employee and dependent (s) is payable from the date of departure from the evacuated location through the date of arrival at the safe haven, excluding personal travel time. Per diem is equal to that payable for an employee on temporary duty travel except dependents under 12 receive one-half of that rate. Per diem for the first 30 days is paid for each family member up to the full per diem rate except that dependents under age 12 receive one-half the per diem rate.

b. Continuation of salary. Regular salary continues throughout the evacuation.

c. Administrative dismissals are authorized by local commanders to excuse employees.

d. Technician TDY travel orders will be prepared by the technician's personnel unit.

4. Title 10, AGR, and technician evacuation orders will be processed on DD Form 1610. The order should reflect the limited evacuation/safe haven location, as appropriate.


5. Reimbursement of entitlements will be processed on DD Form 1351-2 for both ARNG and ANG military and technician members.

6. Send completed forms for review and approval to the Directorate of Human Resources, 9800 Goethe Road, Box 37, Sacramento, CA 95826.

7. The entitlement expires when the evacuation order is lifted for the residence unless the residence is declared uninhabitable.

8. Electronic versions of the JFTR and JTR are at: <https://secureapp2.hqda.pentagon.mil/perdiem/>.

9. POC for this subject is Capt Stuart Ewing, Deputy Director for Human Resources, at CAGNET 63402, DSN 466-3402, or (916) 854-3402. Email is: stuart.d.ewing@us.army.mil.


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