

Quick Reference Guide for PCS Entitlements

	What does this mean for the Marine, family, civilian?									
	Lodging Per Diem				Meals & Incidental Expenses (M&IE)				TLE (see note 10)	Haz Duty Pay - Restr of Movmt (HDP-ROM)
	Uniformed Member	Member's Dependent	APF Civilian Employee	APF Civilian's Dependent	Uniformed Member	Member's Dependent	APF Civilian Employee	APF Civilian's Dependent		
PCS: Household goods picked up -or- out-processed	Yes (see note 1)	Yes (see note 1)	Yes (see note 11)	Yes (see note 11)	Yes (see note 2)	Yes (see note 2)	Yes (see note 11)	Yes (see note 11)	(see note 3)	No
PCS: Departed PDS and en-route to new duty station	Yes (see note 1)	Yes (see note 1)	Yes (see note 11/14)	Yes (see note 11/14)	Yes (see note 2)	Yes (see note 2)	Yes (see note 11/14)	Yes (see note 11/14)	(see note 4)	No
PCS: Isolation or Quarantine at previous duty station	Yes (see note 1)	Yes (see note 1,6)	Yes (see note 11)	Yes (see note 11)	Yes (see note 2)	Yes (see note 2)	Yes (see note 11)	Yes (see note 11)	No	No
PCS: Isolation or Quarantine at alternate location	Yes (see note 1)	Yes (see note 1,6)	Yes (see note 12)	Yes (see note 12)	Yes (see note 2)	Yes (see note 2)	Yes (see note 12)	Yes (see note 12)	No	No
PCS: Isolation or Quarantine at new duty station	Yes (see note 1)	Yes (see note 1,6)	Yes (see note 12)	Yes (see note 12)	Yes (see note 2)	Yes (see note 2)	Yes (see note 12)	Yes (see note 12)	No	No
Commander-directed self-monitoring	No	No	Yes (see note 13)	Yes (see note 13)	No	No	Yes (see note 13)	Yes (see note 13)	No	Yes (see note 5)
TDY: Directed to quarantine at TDY or alternate location	Yes	No	Yes (see note 14)	No	Yes	No	Yes (see note 14)	No	No	No
Government funded leave: Ordered to self-quarantine before return (see note 7)	Yes	No	No	No	Yes	No	No	No	No	No
Personal Leave: Directed to Return	Yes	No	No	No	Yes	No	No	No	No	No
Personal Leave: Directed to Remain	Yes	No	No	No	Yes	No	No	No	No	No
Dependent student transportation to or from school: Ordered into Isolation or Quarantine	N/A	Yes (see note 8)	No	No	N/A	Yes (see note 8)	No	No	N/A	N/A

Note 1 - If Lodging is provided in kind, then per diem is not payable

Note 2 - If meals are provided in kind, then per diem is not payable

Note 3 - If occupying temporary lodging prior to stop movement - TLE authority may stop the date stop movement was implemented and resume the date the member is directed to resume travel to the new duty station. TLE may not exceed 10 days total for a CONUS to CONUS move, or 5 days total for a CONUS to OCONUS move.

Note 4 - Temporary Lodging Expense (TLE) is authorized at the old or new duty station, not to exceed 10 days total for a CONUS to CONUS move, or 5 days total for a CONUS to OCONUS move. TLE authority may stop the date stop movement was implemented and resume the date the member is directed to resume travel to the new duty station.

Note 5 - HDP-ROM will be authorized when members suspected of exposure to COVID-19 are ordered by command to restrict movement for self-monitoring at a facility that is neither provided by the Government nor is at member's personal residence at the permanent duty station. The pay is only authorized if such members are required to pay for the cost of lodging without full or partial reimbursement. The daily rate of HDP-ROM is \$100, not to exceed \$1500 per month, and the combination of HDP-ROM and other assignment and special duty pays may not exceed \$5,000 per month.

Note 6 - Per diem is only paid to dependents while dependents are in quarantine. If dependents refuse to isolate or quarantine, then per diem is not authorized.

Note 7 - When directed to quarantine before proceeding to the member's duty station, the member may be issued TDY orders authorizing per diem. If lodging or meals are provided, then per diem is not payable.

Note 8 - May be authorized per diem (lodging, meals and incidental expenses) in accordance with JTR, paragraph 050816D4, as long as lodging or meals are not provided.

Note 9 - Leave will not be charged for mandatory 14-day Restriction of Movement (ROM).

Note 10 - This does not apply to civilian employees.

Note 11 - Lodging and M&IE will be reimbursed in accordance with Department of State Standardized Regulations (DSSR) 240, Foreign Transfer Allowance.

Note 12 - Lodging and M&IE will be reimbursed in accordance with DSSR 120, Temporary Quarters Subsistence Allowances (TQSA).

Note 13 - If Appropriated Fund (APF) Civilian employee is in TQSA status, lodging and M&IE will be reimbursed in accordance with DSSR 120 TQSA.

Note 14 - Traveler will receive lodging and M&IE in accordance with JTR.

Quick Reference Guide to ROM

What is Restriction of Movement (ROM)?

ROM is the process of protecting the whole population from an infectious disease. ROM may include **isolation** (for sick people) or **quarantine** (for healthy people). Quarantine is for *healthy* people who may become sick, to prevent spread of disease when you could be infectious but do not feel ill. Quarantine takes place in a designated location, most often in one's own home.

Who needs to go into Quarantine?

People who have traveled need to check-in with their command for reporting to public health authorities. Then, they must complete 14 days of quarantine, starting with their last travel date.

This includes **active duty, civilians, contractors, MLCs/IHAs, family members, and guests** staying in the homes of SOFA-sponsored people.

You might also need quarantine if you are a **close physical contact** of someone on quarantine due to travel.

Lastly, anyone who has been in **close contact** with a known, or suspected, case of COVID-19 will be placed under quarantine.

How long does Quarantine last?

Quarantine will last 14 days.

Do I need to "report in" to anybody?

You will need to talk with your sponsor **twice daily**. If you begin to exhibiting symptoms (fever, coughing, loss of smell and taste) contact the US Naval Hospital Okinawa (USNHO) COVID 19 Response Cell: **DSN: 646-1976** or calling DSN from JPY Cell Listing: **098-970-5555** about symptoms.

What about pets?

If possible, one family member should be designated to care for any pets and should wash their hands before and after interacting with the pet. You are **not permitted** to walk your dog. If you have a house/apt with a private yard, and there is no possibility of coming in contact with any other person(s), then you may let the dog out in your yard.

May I go to the gym? For a run? To the beach?

No. No. No.

May I go outside at all?

If you have your own house with your own yard, yes. Practicing social distancing rules, 6 feet separation, wearing a face covering (mask over mouth and nose), and no hand shaking.

Quick Reference Guide to ROM

How do I get groceries/food?

You will need to rely on support from your sponsor. Quarantine is a sacrifice by you to protect others; we fully expect the community to help support YOU. MCCA restaurants offer food delivery service to all bases. Menus and orders can be placed on the MCCA website. Delivery and payment instructions are on the website as well.

******What do I do if I start to feel sick?******

Contact the 24/7 COVID Care Line at 098-971-9691 or DSN: 646-1976

Depending on the type and severity of your symptoms, we will either arrange for you to be clinically evaluated (in either the ER, a clinic, or your home) in a way that protects other patients -- or continue your care in the outpatient setting with monitoring. You may or may not be tested. Please know that even if you are tested and get a negative result, ***you must finish your entire quarantine period.***

Is it okay to stay with my roommate or family if I start to feel sick?

People who are suspect patients of COVID-19 – that is, those getting tested – and those who have the disease must move into **isolation**. Isolation may be achievable in your own home and Preventive Medicine will determine if that is feasible. If not, then your unit and the camp will work to find a responsible solution. Additionally, if you are tested for COVID-19, your family members will need to restart quarantine until we can confirm you do not have COVID-19.

Important Numbers

Military OneSource: 1-800-342-9647

Suicide Prevention Lifeline: 645-8255/ 1-800-273-TALK (8255)

Navy/USMC SAPR: 646-HOPE (4673)/098-970-4673

USAF SARC: 634-7272/098-961-7272



UNITED STATES MARINE CORPS
MARINE CORPS INSTALLATIONS PACIFIC-MCB CAMP BUTLER
UNIT 35001
FPO AP 96373-5001

5800
CO

From: Commanding Officer/General
To: Individual, or Unit Identifying Information
Subj: NOTICE OF ISOLATION/QUARANTINE/CONDITIONAL RELEASE

Encl: (1) MCIPAC COVID-19 ROM Guidance

1. This is a formal notice that as the commanding officer, I am ordering your isolation/quarantine/conditional release. I am providing you with the following directions and information regarding the isolation/quarantine/conditional release.

a. [Name, identifying information or other description of the individual, group of individuals or geographic location subject to the order. Brief statement of the facts warranting the isolation/quarantine/conditional release.]

b. Enclosure (1) is incorporated into this order. You will read enclosure (1) in its entirety and comply with all of the direction provided therein.

c. [If other than conditional release] Because you are in quarantine/isolation, you are subject to the following additional provisions: [List any additional provisions required by competent medical authority. If none, so state.]

d. You are subject to isolation/quarantine/conditional release until [DATE]. The duration of this order may be extended if conditions warrant such extension.

2. Information supporting an exemption or release can be provided to me, or one of my designated representatives. I (or a designated representative) will review the information provided, in consultation with public health, medical, and legal personnel, for a final determination.

3. It is DoD and United States Marine Corps policy that military installations, property, and personnel and other individuals working or residing on military installations will be protected under applicable legal authorities against communicable diseases of public health concern. Violations of this order issued are punishable under the Uniform Code of Military Justice (UCMJ). Violations by members of the civilian component may be punished in accordance with respective Service disciplinary rules. Violations by dependents may result in administrative sanctions, up to and including loss of command sponsorship and an early return of dependents.

Enclosure (9)

4. A wide range of professionals are working hard to ensure you receive the highest quality medical care and are released from isolation as soon as possible. These actions are necessary to safeguard the health of your loved ones and ensure the safety of the general public.

I. M. COMMANDER

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By my signature below I acknowledge that I have read this order and enclosure (1) in their entirety.

[Typed name of individual]

Signature

Date