

Relocation Allowances

§ 302-16.2

| General expenses | Fees/deposits | Losses |
|-------------------------------|--|--------|
| Transportations of pets | Only costs associated with dogs, cats and other house pets are included. Other animals (horses, fish, birds, various rodents, etc.) are excluded because of their size, exotic nature, or restrictions on shipping, host country restrictions and special handling difficulties. Costs are limited to transportation and handling costs, required to meet the more stringent rules of air carriers, not included are inoculations, examinations, boarding quarantine or other costs in the moving process. | |

[FTR Amdt. 98, 66 FR 58196, Nov. 20, 2001, as amended by FTR Amdt. 108, 67 FR 57969, Sept. 13, 2002]

EFFECTIVE DATE NOTE: By FTR Amdt. 2011-01, 76 FR 18345, Apr. 1, 2011, § 302-16.1 was redesignated as § 302-16.2 and revised, effective Aug. 1, 2011. For the convenience of the user, the revised text is set forth as follows:

§ 302-16.2 What are miscellaneous expenses?

Miscellaneous expenses are:

| General expenses | Fees/deposits | Losses |
|--|--|--|
| Appliances | Fees for disconnecting/connecting utilities, appliances, equipment, or conversion of appliances for operation on available utilities. | |
| Rugs, draperies, and curtains | Fees for cutting and fitting such items when they are moved from one residence quarters to another. | |
| Utilities (For mobile homes, see § 302-10.204). Medical, dental, and food locker contracts. | Deposits or fees not offset by eventual refunds. | Losses that cannot be recovered by transfer or refund and are incurred due to early termination of a contract. |
| Private Institutional care contracts (such as that provided for handicapped or invalid dependents only). | | Losses that cannot be recovered by transfer or refund and are incurred due to early termination of a contract. |
| Privately-owned vehicles | Registration, driver's license, and use taxes imposed when bringing vehicles into certain jurisdictions. | |
| Transportation of pets | The only costs included are those normally associated with the transportation and handling of dogs, cats, and other house pets, as well as costs due to stringent air carrier rules. Other animals (horses, fish, birds, reptiles, various rodents, etc.) are excluded because of their size, exotic nature, restrictions on shipping, host country restrictions, and special handling difficulties. Inoculations, examinations, and boarding quarantine costs are excluded. | |

§ 302-16.2 What is the purpose of the miscellaneous expenses allowance (MEA)?

The miscellaneous expenses allowance (MEA) is to help defray some of the costs incurred due to relocating. The MEA is related to expenses that are common to living quarters, furnishings, household appliances, and to

other general types of costs inherent in relocation of a place of residence. (See part 302-10 of this chapter for specific costs normally associated with relocation of a mobile home dwelling that are covered under transportation expenses.)

§ 302-16.2. Nt.

EFFECTIVE DATE NOTE: By FTR Amdt. 2011-01, 76 FR 18345, Apr. 1, 2011, § 302-16.2 was redesignated as § 302-16.1 and revised, effective Aug. 1, 2011. For the convenience of the user, the revised text is set forth as follows:

§ 302-16.1 What is the purpose of the miscellaneous expenses allowance (MEA)?

The miscellaneous expenses allowance (MEA) is intended to help defray some of the costs incurred due to relocating. (See part 302-10 of this chapter for specific costs normally associated with relocation of a mobile home dwelling that are covered under transportation expenses.)

§ 302-16.3 Who is and is not eligible for a MEA?

See the following table for eligibility of MEA:

| Employees eligible for MEA | Employees not eligible for MEA |
|--|---|
| (a) Your agency authorized/approved a relocation or a TCS; and. | (a) A new appointee. |
| (b) You discontinued and established a residence in connection with your relocation or TCS; and. | (b) Authorized SES "last move home" benefits, |
| (c) You meet the applicable eligibility conditions in part 302-1 of this chapter; and. | (c) Assigned under the Government Employees Training Act (5 U.S.C. 4109), or |
| (d) You signed the required service agreement in part 302-1 of this chapter. | (d) Returning from an overseas assignment for separation from Government service. |

§ 302-16.4 Must my agency authorize payment of a MEA?

Yes, if you meet the applicable eligibility conditions in § 302-16.3, your agency must authorize payment of a MEA.

Subpart B—Employee's Allowance for Miscellaneous Expenses

§ 302-16.100 How will I receive the MEA?

You will be reimbursed your MEA in accordance with your agency's internal travel policy.

§ 302-16.101 May I receive an advance of funds for MEA?

No, your agency must not authorize an advance of funds for MEA.

41 CFR Ch. 302 (7-1-11 Edition)

§ 302-16.102 What amount may my agency reimburse me for miscellaneous expenses?

The following amounts will be paid for miscellaneous expenses without support or documentation of expenses:

(a) Either \$500 or the equivalent of one week's basic gross pay, whichever is the lesser amount, if you have no immediate family relocating with you; or

(b) \$1,000 or the equivalent of two weeks' basic gross pay, whichever is the lesser amount, if you have immediate family members relocating with you.

EFFECTIVE DATE NOTE: By FTR Amdt. 2011-02, 76 FR 35111, June 16, 2011, § 302-16.102 was amended by removing "\$500" in paragraph (a) and adding "\$650" in its place and by removing "\$1,000" in paragraph (b) and adding "\$1,300" in its place, effective July 18, 2011.

§ 302-16.103 May I claim an amount in excess of that prescribed in § 302-16.102?

Yes, you may claim an amount in excess of that prescribed in § 302-16.12 if authorized by your agency; and

(a) Supported by acceptable statements of fact, paid bills or other acceptable evidence justifying the amounts claimed; and

(b) The aggregate amount does not exceed your basic gross pay (at the time you reported for duty, at your new official station) for:

(1) One week if you are relocating without an immediate family; or

(2) Two weeks if you are relocating with an immediate family.

NOTE TO § 302-16.103: The amount authorized cannot exceed the maximum rate of grade GS-13 provided in 5 U.S.C. 5332 at the time you reported for duty at your new official station.

§ 302-16.104 Must I document my miscellaneous expenses to receive reimbursement?

You must show documentation of your miscellaneous expenses only when an amount exceeds that prescribed in § 302-16.101.

EFFECTIVE DATE NOTE: By FTR Amdt. 2011-02, 76 FR 35111, June 16, 2011, § 302-16.104 was amended by removing "\$302-16.101" and adding "\$302-16.102" in its place, effective July 18, 2011.