

REQUEST AND AUTHORIZATION FOR PERMANENT CHANGE OF STATION - MILITARY

PRIVACY ACT STATEMENT

AUTHORITY: 10 U.S.C. 8013, Secretary of the Air Force, E.O. 9397 (SSN), as amended. Powers and duties; delegation by 8032, General duties; implemented by Air Force Instruction 36-2162, Base-Level Relocation Procedures.

PURPOSE: Each type of relocation of Air Force personnel requires specific actions described either on a checklist or by sending a form letter to the applicable base activity having a responsibility for ensuring accomplishment of the action.

ROUTINE USES: In addition to those disclosures generally under 5 U.S.C. 552a(b) of the Privacy Act, these records or information contained therein may specifically be disclosed outside the DoD as a routine use pursuant to 5 U.S.C. 552a(b)(3). 'Blanket Routine Uses' apply.

DISCLOSURE: VOLUNTARY; SSN is used to reference member's official records. Failure to provide SSN may make it difficult for member to receive pay and entitlements in coordination with Permanent Change of Station.

The following individual will proceed on permanent change of station: <input type="checkbox"/> PCS without PCA, <input type="checkbox"/> PCS with PCA, TED			
1. RANK		2. SSN	
NAME (Last, First, Middle Initial)		3. SAFSC/DAFSC	
4. SECURITY CLEARANCE (include date of last investigation)		5. REPORT TO COMOR, NEW ASSIGNMENT NLT:	
6. TRAVEL DAYS AUTHORIZED IF TRAVELING BY PRIVATELY-OWNED CONVEYANCE:			
7. TDY ENROUTE			
8. UNIT, MAJOR COMMAND AND ADDRESS OF UNIT FROM WHICH RELIEVED:		9. UNIT, MAJOR COMMAND AND ADDRESS OF UNIT TO BE ASSIGNED:	
10. TYPE OF TOUR (Check One) <input type="checkbox"/> ACCOMPANIED <input type="checkbox"/> UNACCOMPANIED <input type="checkbox"/> UNACCOMPANIED, DEPENDENTS <input type="checkbox"/> RESTRICTED		11. TOUR LENGTH (Total No. of Months)	
12. EXTENDED LONG TOUR VOL			
13. DEPENDENT TRAVEL: <input type="checkbox"/> A. CONCURRENT TRAVEL IS AUTOMATIC <input type="checkbox"/> B. CONCURRENT TRAVEL IS APPROVED <input type="checkbox"/> C. DEPENDENT TRAVEL IS DELAYED FOR LESS THAN 20 WEEKS <input type="checkbox"/> D. DEPENDENT TRAVEL IS DELAYED FOR MORE THAN 20 WEEKS <input type="checkbox"/> E. TRAVEL IS AUTHORIZED TO A DESIGNATED PLACE		14. THIS IS A JOIN-SPOUSE ASSIGNMENT (include spouse's rank, name & SSN)	
15. AUTHORITY FOR CCTVL:			
16. HOMEBASING/FOLLOW-ON ASSIGNMENT (include AAN, GPAS, and RWE TD)			
17. DEPENDENT(s): (List names, DOB of children, relationship to member and current address)			
18. PCS EXPENSE CHARGEABLE TO: CIC: TAC: ATAC:		19. AUTHORITY AND PCS CODE: PCS ID: AAN:	
20. TDY EXPENSE CHARGEABLE TO:		21. SDN:	

Pursuant to AFI 32-6001, you will report to the base housing referral office servicing your new duty station before entering any rental, lease, or purchase agreement for off-base housing.

22. REMARKS (Submit travel voucher within 5 workdays after completion of travel. If TDY enroute is authorized, attach receipts showing cost of all lodging used. All promotional items incurred while PCS/TDY must be turned in to APO upon arrival at gaining base.)

PCS ADSC: _____ TRAINING ADSC: _____ (See AFI 36-2107)

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R Barnett



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The King's regulations and Air Council instructions for the Royal Air Force Great Britain. Air Ministry,1943

Personnel Data Systems End Users Manual, Air Force Manual 36-2622, Vol. 1, February 1, 1996 ,1996 Air Force Procurement Instructions United States. Air Force, **Airman Assignments** United States. Department of the Air Force,1991 *Preparing Personnel Selected for Relocation-base Level Procedures* United States. Department of the Air Force,1991 **Personnel Data Systems End Users Manual: Personnel** ,1996 *Privacy Act Issuances ... Compilation* United States. Office of the Federal Register,1991 Federal Register ,1997-10 **Travel Transactions at Base Level** United States. Department of the Air Force,1992 *Personnel* ,1984 *Privacy Act Issuances ... Compilation* ,1989

Privacy Act Issuances United States. Office of the Federal Register,1989 **Treasury Fiscal Requirements Manual for Guidance of Departments and Agencies** United States. Department of the Treasury. Bureau of Government Financial Operations,1981 **Statistics of Income** ,1976 USAF Supply Manual: Base procedures United States. Department of the Air Force,1953 **Privacy Act Issuances ... Compilation** ,1981 Privacy Act Issuances ... Compilation United States. Office of the Federal Register,1981 **Privacy act issuances, 1984 compilation** United States. Office of the Federal register, West's Military Justice Reporter ,1993 **CHAMPUS, Provider Handbook** ,1986

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