

DEPARTMENT OF HEALTH AND HUMAN SERVICES  
Public Health Service

Chapter CC24-Travel and Transportation  
Subchapter CC24.6--Transportation of Household Goods  
Personnel INSTRUCTION 6--Temporary Storage

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Section A. Purpose and Scope

This INSTRUCTION prescribes Service policy with respect to authorization of an initial 90-day period of temporary storage for household goods and an additional 90 days of temporary storage time incident to a permanent change of station (PCS).

Section B. Authority

The Joint Federal Travel Regulations (JFTR), Vol. 1, Chapter 5, Part D, Paragraph U5375, provides authority for members of the uniformed services, incident to PCS, to store household goods at Government expense for a period of 90 days, and for approval or authorization of an additional 90 days of temporary storage.

Section C. General

1. Temporary Storage. Temporary storage is storage authorized or approved in connection with a shipment of household goods within authorized weight allowance incident to PCS. Such storage may accrue at the place of origin, in transit, at destination, or any combination thereof. When storage

facilities are not available at the place of origin or at the destination, storage may be authorized in the nearest available commercial storage facility. An officer is entitled to temporary storage at Government expense for a period of up to 90 days in connection with any authorized PCS shipment of household goods. When household goods are not removed before expiration of the initial 90-day period, all storage charges accruing after expiration of the initial 90-day period will be borne by the officer, unless additional storage time is authorized or approved in accordance with subsection 4 of this section. Temporary storage in excess of the 90-day authorized period does not, however, terminate the officer's right to later complete shipment of such goods at Government expense to an authorized destination. For example, household goods may be removed from storage and shipped to the new residence at Government expense (1) in the case of a transfer, at any time before the officer's next PCS; or (2) in the case of inactivation or termination, within 180 days from the date of commencement of an authorized shipment; or (3) in the case of retirement or placement on the temporary disability retired list, within one year. The one-year period referred to above is the time during which the officer must complete shipment of the household goods. The limit of 180 days after separation in which to initiate shipment still applies. See INSTRUCTION 10 of this subchapter, "Time Limit for Shipment of Household Goods."

2. PCS. PCS for which up to 90 days of temporary storage is authorized, within the weight allowances specified in the JFTR, includes the following:
  - a. Assignment, detail (unless provided otherwise), or transfer of an officer from one duty station to another (except when in the same city, town, or metropolitan area), under competent orders which do not specify the duty as temporary, provide for further assignment to a new duty station, or direct return to the old duty station;
  - b. From home of record or place from which ordered to active duty to first permanent duty station upon call to active duty (other than for short tours of duty, active duty for training for less than one year, or active duty without pay); and
  - c. From last duty station to home of record, place from which ordered to active duty, or home of selection (in cases of retirement), when separated from the Service under honorable conditions (other than upon completion of short tours of duty, active duty for training for less than one year, or active duty without pay). A separation includes inactivation, termination, or retirement.

Temporary storage is authorized only when transportation of household goods has been authorized. It is important to note on the PCS personnel order whether travel and transportation is authorized. If such transportation has been authorized, the personnel orders need not make separate mention of temporary storage. Under certain circumstances, the personnel order will prohibit travel and transportation entitlements.

3. PCS Weight Allowances. Weight allowances of household goods authorized to be shipped and stored incident to PCS are given in paragraph U5310B of the JFTR.
4. Additional Temporary Storage. Additional temporary storage for not more than 90 days may be approved or authorized for:
  - a. Active duty officers and officers entitled to make a home of selection, when the household goods cannot be withdrawn from storage before expiration of the initial 90-day period because of:
    - (1) Serious illness of the officer.
    - (2) Serious illness or death of a dependent.
    - (3) Impending assignment to Government quarters.
    - (4) Assignment to temporary duty after arrival at the permanent duty station. (The temporary duty must be so extensive as to preclude the officer from obtaining permanent housing at the permanent duty station).
    - (5) Nonavailability of suitable civilian housing. (It is assumed by PHS that at this time no shortage of suitable civilian housing exists in larger urban areas; therefore, any request based on this reason must be documented and/or substantiated by the officer initiating the request.)
    - (6) Awaiting completion of a residence under construction or contracting for the construction of a home. (If there are delays in construction due to reasons beyond the control of the officer or the contractor fails to meet the scheduled completion date, additional storage time may be authorized provided the officer submits the facts, supported by documentary evidence, surrounding the delay.)
    - (7) Acts of God.
  - b. Former officers or inactive reserve officers, when the household goods cannot be withdrawn from storage before expiration of the initial 90-day period because of:
    - (1) Serious illness of the officer.
    - (2) Serious illness or death of a dependent.
    - (3) Acts of God.

Section D. Procedure

1. To obtain approval or authorization of additional storage time for household goods in temporary storage at Government expense, requests setting forth the facts of the case should be submitted 30 days in advance of the expiration of the initial 90-day period. However, requests may be submitted after the expiration of the initial period should conditions preclude earlier submittal. Requests must be accompanied by a copy of the PCS personnel order under which shipment was authorized. Storage occurring after the expiration of the initial period will be at the officer's expense unless additional temporary storage time is approved or authorized by personnel order.
  - a. A request by an officer on active duty will be submitted through the officer-in-charge and forwarded to the Director, Division of Commissioned Personnel (DCP), Office of the Surgeon General, Room 4-35, Parklawn Building, Rockville, Maryland 20857. The officer-in-charge forwarding such a request will transmit any additional information within his/her knowledge which relates to the request.
  - b. A request by an officer who has been separated from the Service (by inactivation, termination, or retirement) should be submitted directly to the Director, DCP, at the address given in paragraph a., above.
2. Personnel orders authorizing the additional temporary storage will be issued if the request is approved.