

Inbound Services

1st Stage Section

Join Audit – Each member is required to conduct a join audit

JRC Marines should contact the Joint Reception Center for the scheduled audit time

COLA Changes

Upon initial arrival

Upon Dependent Arrival

FSA-R for members on dependent restricted orders

Must be annotated on basic orders

Have EFMP Info or Area Clearance Denial

Monitor emails to justify payment

Dependent Location Audit

After the dependent moves to a “Designated Place” per the orders.

Delayed Dependent Travel BAH Start Up

Members should provide an approved letter from MMIB-3

See your S-1 for assistance

Travel Section

Initial Arrival Claims – Each member is required to conduct a Travel Claim

ROM Lodging/Per Diem Claims

Dependent Travel Claims

For Designated Place or traveling separately to Okinawa only

Temporary Lodging Allowance Section

Start OHA with new lease agreements

Government Quarters Start Forms

TLA Claims for new arrivals

Departing Marines should contact Outbound.