



DEPARTMENT OF THE NAVY  
BOARD FOR CORRECTION OF NAVAL RECORDS  
701 S. COURTHOUSE RD  
ARLINGTON, VA 22204

██████████  
Docket No. 5076-25  
Ref: Signature Date

From: Chairman, Board for Correction of Naval Records  
To: Secretary of the Navy

Subj: REVIEW OF NAVAL RECORD ICO ██████████, USN, XXX-XX-██████████

Ref: (a) Title 10 U.S.C. § 1552  
(b) NAVADMIN 101/10, 19 Mar 10

Encl: (1) DD Form 149 w/attachments  
(2) Subject's naval record

1. Pursuant to the provisions of reference (a), Subject, hereinafter referred to as Petitioner, filed enclosure (1) with the Board for Correction of Naval Records (Board), requesting that his naval record be corrected show that Official Change Duty Orders (BUPERS Order ██████████) were amended to remove the line of accounting in order to process a close proximity move request.

2. The Board, consisting of ██████████, ██████████ and ██████████ reviewed Petitioner's allegations of error and injustice on 16 December 2025 and pursuant to its regulations, determined that the corrective action indicated below should be taken on the available evidence of record. Documentary material considered by the Board consisted of the enclosures, relevant portions of Petitioner's naval record, and applicable statutes, regulations, and policies.

3. Before applying to this Board, Petitioner exhausted all administrative remedies available under existing law and regulations within the Department of the Navy. The Board, having reviewed all the facts of record pertaining to Petitioner's allegations of error and injustice finds as follows:

a. In accordance with reference (b), clarifies eligibility and procedures for execution of a close proximity move. The following policy is in accordance with Title 37 U.S. Code Section 403 and Joint Federal Travel Regulations 1 November 2008 and supersedes any guidance on Basic Allowance for Housing (BAH) as it pertains to close proximity moves listed in OPNAVINST 7220.12 and NAVADMIN 026/09.

Service members who have not executed their orders are eligible to remove the household goods (HHG) funding from those orders in order to fall under the provisions of a close proximity move and may be eligible to receive BAH based on the previous permanent duty station (PDS).

Service members with or without dependents who are reassigned within the continental united states, maintain an established residence, and still commute daily to their new PDS or homeport, may qualify for BAH based on their previous PDS under the provisions of a close proximity move. To qualify for BAH based on the previous PDS, the following provisions must be met: a. funding for a HHG move must not be authorized. The current order writing

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system automatically assigns HHG funding to a member's orders when the previous PDS and new PDS are more than 30 miles apart. In these cases, members would not be eligible to receive BAH based on the previous PDS. However, these members can request through their detailers to remove that funding line to become eligible for BAH based on the previous PDS. This removal must be completed prior to the member executing the orders or no authorization/approval for BAH based on the previous duty station can be granted. There is no retroactive approval process or waiver for granting BAH at the previous PDS if orders are executed that include HHG funding authorization.

b. The member must maintain a continuous residence. The member must have established a continuous residence at the previous PDS prior to receiving his/her new orders. If the member moves after the issue date of orders, regardless of whether or not the member moved at personal expense, there is no authorization for BAH based on the previous PDS.

c. The member must commute daily to the new PDS from the same residence. There is no distance established that constitutes a reasonable commuting distance. The member must simply commute from and to the previously established residence each day to qualify for this PDS-based allowance. However, in the request for this PDS-based allowance, the commanding officer of the member's gaining command must verify that the commuting distance is reasonable or normal for the geographic location of the command. For example, commuting from [REDACTED] to [REDACTED] would not be considered "reasonable" because it is not a normal commute. A note on the request must say, it is (reasonable/unreasonable) to say that the member could commute to and from his residence each day.

To receive BAH based on the old PDS, the member must complete the below steps prior to the execution of orders:

a. request authorization from the gaining commanding officer to receive BAH based on his/her previous duty station. Gaining commanding officers should ensure that member is maintaining a continuous residence and that the commuting distance from that continuous residence is reasonable for the geographic location of the assignment.

b. If approved by the gaining commanding officer, the member must send the approval letter to his/her detailer in order to get the HHG funding removed from his/her orders. If funding must remain in support of interim TDY stops, detailer must include a specific note in the order modification that indicates funding remains only for TDY travel, and that HHG funding has been removed. Note: to streamline the process, co approval letters should be sent from the member directly to the member's detailer; requests should not be forwarded to PERS-451H as previously indicated in OPNAVINST 7220.12.

c. Once HHG funding is removed from the orders and the orders are re-issued, the member must take the approval letter and the orders to PSD upon check in to the gaining command to have BAH based on the previous duty station continued.

b. On 13 August 2020, Petitioner certified a Dependency Application (NAVPERS 1070/602) listing the following spouse address: [REDACTED].

c. On 6 September 2023, Petitioner was issued official change duty orders (BUPERS order: [REDACTED]) while stationed in [REDACTED] with an effective date of departure of December 2023. Petitioner's ultimate activity was [REDACTED], for duty with an effective date of arrival of 14 January 2024 with a Projected Rotation Date of January 2027. Furthermore, "[t]his transfer funded for member and authorized dependents as reflected on service record page two and other supporting documents."

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d. On 7 December 2023, Commander, [REDACTED] notified Commander, navy Personnel Command (PERS-N407CE) via Petitioner that “[i]n response to Member letter of 27 Nov 23 and in accordance with Title 37 U.S.C. Ch. 7 SEC 403, JTR Chapter 10, and NAVADMIN 101/10, the requesting service member is authorized to receive BAH based on his previous PDS.

The member established a residence prior to the date orders were issued. The member will be commuting daily to his new PDS and the commuting distance is reasonable for this geographic location.

Member realizes he has forfeited the authorization for the government to fund a move. Additionally, the member will forfeit the right to receive BAH based on his previous PDS if the member moves his residence at his own expense. As indicated in the request, the member acknowledges that any obligated service associated with these orders must still be completed.”

e. On 3 January 2024, Petitioner certified a Record of Emergency Data (DD Form 93) listing the following spouse address: [REDACTED].

f. On 11 January 2024, Petitioner transferred from [REDACTED] and arrived at [REDACTED] on 12 January 2024 for duty.

g. On 19 December 2024, Petitioner’s Master Military Pay Account (MMPA) listed the following (BAH): ENTRY-OPEN-DT 240101 99 01 1 ENTRY-CLSD-DT 240116 12 01 2 CNTRL-CODE 2 ACTN G2 START 240101 STOP 240111 ENTLMT-MM 1,762.35 ENTLMT 1,292.39 ENTLMT-NM 0.00 MNTLY-RATE 3,524.70 ACCOM 1 ZIP-CODE 20373 RENT 0.00 SHARE-NR 1 RENT-STAT R PRCNTGE .00 PROTECTED-RATE 0.00 CLOST-DEPN.

ENTRY-OPEN-DT 240116 12 01 2 CNTRL-CODE 0 ACTN 61 START 240112 ENTLMT-MM 1,550.85 ENTLMT 3,101.70 ENTLMT-NM 3,101.70 ACCOM 1 ZIP-CODE [REDACTED] RENT 0.00 SHARE-NR 1 RENT-STAT R PRCNTGE .00 PROTECTED-RATE 0.00 CLOST-DEPN.

h. On 12 April 2024, [REDACTED] Lead Detailer/DLCPO PERS-407 notified [REDACTED], PAY/PERSONNEL SME that, “[w]e are very much aware with this situation. However, the member executed orders before they could be modified. Apparently, he was given that advice by the PS at your command that it was okay for him to check out, which was not the case. His Detailer and our entire team to include the Triad and Policy have been involved in this, and we tried to get to yes, but right now, his only recourse is to submit a BCNR. Member was informed of this by his Detailer. Let me know if you have any other questions.”

i. Calendar year 2024, Petitioner was issued a Mortgage Interest Statement (Form 1098) mailed to [REDACTED] listing a mortgage origination date of 22 November 2021.

j. On 20 May 2025, NAVSUP Fleet Logistics Center Norfolk notified the Board that “[t]he last move I see is a 2020 PPM form [REDACTED] to [REDACTED].”

k. On 21 May 2025, Petitioner certified a Dependency Application (NAVPERS 1070/602) listing the following spouse address: [REDACTED].

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## CONCLUSION

Upon review and consideration of all the evidence of record, the Board finds the existence of an injustice warranting the following corrective action. The Board concluded that Petitioner received orders 2493 which included funding for a permanent change of station move and travel. Petitioner's gaining command verified that Petitioner maintained a continuous residence in the vicinity of his previous PDS, did not execute a HHG move, and commutes a reasonable distance from his residence to current PDS. The Board agreed that Petitioner completed the steps outlined in reference (b) to retain BAH at the old PDS, however due to administrative oversight, his orders were not amended to remove the line of accounting prior to the execution of his orders. Therefore, under this circumstance, relief is warranted.

## RECOMMENDATION

That Petitioner's naval record be corrected, where appropriate, to show that:

Petitioner's request for a close proximity move was approved by cognizant authority prior to executing orders (BUPERS order: [REDACTED]).

Petitioner was authorized BAH at the with dependents rate for [REDACTED] vice BAH at the with dependents rate for [REDACTED] effective 12 January 2024 to present. Note: If Petitioner moves from his residence, he will no longer be authorized BAH at the old PDS.

Note: The Defense Finance and Accounting Service will complete an audit of Petitioner's pay records to determine amounts due, if any.

A copy of this report of proceedings will be filed in Petitioner's naval record.

4. It is certified that a quorum was present at the Board's review and deliberations, and that the foregoing is a true and complete record of the Board's proceedings in the above titled matter.
5. Pursuant to the delegation of authority set out in Section 6(e) of the revised Procedures of the Board for Correction of Naval Records (32 Code of Federal Regulations, Section 723.6(e)), and having assured compliance with its provisions, it is hereby announced that the foregoing corrective action, taken under the authority of the reference, has been approved by the Board on behalf of the Secretary of the Navy.

1/6/2026

