

ALARACT 039/2025

DTG: R 181926Z APR 25

FROM: ALARACT RELEASE AUTHORITY WASHINGTON DC

TO: ALARACT

UNCLAS

SUBJ/ALARACT 039/2025 – LOCAL EMERGENCY DISPLACEMENT

THIS ALARACT MESSAGE HAS BEEN TRANSMITTED BY JSP ON BEHALF OF HQDA, DCS, G-1//DAPE-PR//

1. (U) REFERENCES:

1.A. (U) TITLE 37, UNITED STATES CODE, SECTION 453(D) (ALLOWABLE TRAVEL AND TRANSPORTATION: SPECIFIC AUTHORITIES) (AVAILABLE AT [HTTPS://USCODE.HOUSE.GOV/](https://uscode.house.gov/))

1.B. (U) THE JOINT TRAVEL REGULATIONS (JTR), CHAPTER 6, PARAGRAPH 060101-C. (LOCAL EMERGENCY DISPLACEMENTS) ([HTTPS://WWW.TRAVEL.DOD.MIL/](https://www.travel.dod.mil/))

1.C. (U) JTR, CHAPTER 6, PARAGRAPH 060205 (ALLOWANCES WHILE AT THE SAFE HAVEN, TABLE 6-17 (SAFE HAVEN ALLOWANCES))

2. (U) PURPOSE: TO ANNOUNCE ELIGIBILITY CRITERIA FOR A SOLDIER OR DEPENDENTS TO BE REIMBURSED CERTAIN COSTS RELATED TO A LOCAL EMERGENCY DISPLACEMENT WHEN ORDERED TO VACATE GOVERNMENT-OWNED, GOVERNMENT-CONTROLLED, PRIVATIZED OR PRIVATE-SECTOR HOUSING AND OBTAIN LODGING IN THE LOCAL AREA FOR A LIMITED PERIOD.

3. (U) APPLICABILITY: THE PROVISIONS OF REFERENCE 1.B. APPLY TO REGULAR ARMY, ARMY NATIONAL GUARD/ARMY NATIONAL GUARD OF THE UNITED STATES, AND U.S. ARMY RESERVE SOLDIERS ON ACTIVE DUTY AND THEIR DEPENDENTS THAT WERE ORDERED TO VACATE DUE TO A LOCAL EMERGENCY ON OR AFTER 10 OCTOBER 2024.

4. (U) EFFECTIVE DATE: THE AUTHORITY FOUND IN REFERENCE 1.B. IS EFFECTIVE 10 OCTOBER 2024.

5. (U) ELIGIBILITY: IN ACCORDANCE WITH REFERENCE 1.B., THE ARMY MAY REIMBURSE A SOLDIER OR DEPENDENTS FOR CERTAIN COSTS RELATED TO A LOCAL EMERGENCY DISPLACEMENT.

5.A. (U) THE SOLDIER OR DEPENDENTS RECEIVE ORDERS TO VACATE HIS/HER HOME (WHETHER ON BASE, OFF BASE OR PRIVATIZED).

5.B. (U) THE SOLDIER OR DEPENDENT OBTAIN LODGING IN THE LOCAL AREA.

5.C. (U) THE SOLDIER MAY OR MAY NOT RECEIVE ORDERS TO CONTINUE TO REPORT TO HIS/HER DUTY STATION OR AN ALTERNATE LOCATION IN THE LOCAL AREA.

6. (U) REIMBURSEMENT: REIMBURSEMENT PACKET MAY BE SUBMITTED TO THE DEFENSE FINANCE AND ACCOUNTING SERVICE (DFAS)–ROME, NEW YORK FOR LOCAL PER DIEM PAID AT ESTABLISHED PERCENTAGES AND TIME LIMITS AS SPECIFIED IN REFERENCE 1.C. (SEE [HTTPS://WWW.TRAVEL.DOD.MIL](https://www.travel.dod.mil) FOR LOCAL EMERGENCY DISPLACEMENT COMPUTATION EXAMPLES).

7. (U) SUPPORTING DOCUMENTS: SOLDIERS WILL SUBMIT THE FOLLOWING DOCUMENTS TO THE DFAS WEBSITE ([HTTPS://WWW.DFAS.MIL/MILITARYMEMBERS/TRAVELPAY/WHERE-TO-SUBMIT-YOUR-CLAIM/](https://www.dfas.mil/militarymembers/travelpay/where-to-submit-your-claim/) VIA THE TRAVEL VOUCHER DIRECT PROCESS).

7.A. (U) A COMPLETED DEFENSE DEPARTMENT (DD) FORM 1351–2 (TRAVEL VOUCHER OR SUBVOUCHER). IF APPLICABLE, THE FORM SHOULD BE IN THE SOLDIER'S NAME AND ANY DEPENDENTS SHOULD BE LISTED IN BLOCK 12.

7.B. (U) COPY OF DD FORM 1610 (REQUEST AND AUTHORIZATION FOR TEMPORARY DUTY TRAVEL OF DEPARTMENT OF DEFENSE PERSONNEL) EVACUATION ORDER. ONE ORDER MAY BE ISSUED FOR THE SOLDIER AND DEPENDENTS. DEPENDENT INFORMATION (TO INCLUDE THE DATE OF BIRTH OR DATE OF MARRIAGE) WILL BE PLACED IN BLOCK 16.

7.C. (U) COMPLETED EVACUATION INFORMATION VERIFICATION SHEET. BE SURE TO PROVIDE SAFE HAVEN LOCATION AND DEPENDENT'S NAMES AND DATES OF BIRTH OR DATE OF MARRIAGE.

7.D. (U) LOCAL EMERGENCY DISPLACEMENT MEMORANDUM.

7.E. (U) (OUTSIDE CONTINENTAL UNITED STATES ONLY) INCLUDE A COPY OF THE SOLDIER'S PERMANENT CHANGE OF STATION ORDERS SHOWING THAT DEPENDENTS ARE COMMAND SPONSORED.

7.F. (U) COPY OF ALL RECEIPTS FOR LODGING.

7.G. (U) COPY OF ALL RECEIPTS FOR AUTHORIZED EXPENSES \$75.00 AND OVER.

8. (U) METHOD OF PAYMENT: PAYMENTS WILL BE MADE BY ELECTRONIC FUNDS TRANSFER TO THE SOLDIER'S DIRECT DEPOSIT ACCOUNT OR TO THE DEPENDENT'S BANK ACCOUNT INFORMATION (ROUTING AND ACCOUNT NUMBER) PROVIDED.

9. (U) FINANCE OFFICE OR CERTIFYING OFFICIALS MAY SUBMIT QUESTIONS ON THIS MESSAGE TO THE DEPUTY CHIEF OF STAFF, G-1, COMPENSATION AND ENTITLEMENTS DIVISION AT EMAIL: [USARMY.PENTAGON.HQDA-DCS-G-1.MBX.DAPE-PRCTRavel@army.mil](mailto:USARMY.PENTAGON.HQDA-DCS-G-1.MBX.DAPE-PRCTRavel@army.mil).

10. (U) THIS ALARACT MESSAGE EXPIRES ON 30 MARCH 2026.