



**PERSONAL PROPERTY ACTIVITY HEADQUARTERS
ADVISORY**



November 18, 2014

PPA-14-0050-C1

**Change 1
(Clarifies storage duration/eligibility, and adds a decision table)**

Subject: Air Force Policy Change for NTS In Conjunction With Retirement/Separation

Purpose: To provide counselors, JPPSOs and PPA HQ Excess Cost Adjudication Function (ECAAF) with the policy guidance needed to process NTS lots in accordance with new policy set forth in the JTR and AFI 24-501.

Be Advised: Effective 1 Dec 2014, key provisions are removed from the Joint Travel Regulation (JTR) which had allowed continued Non-Temporary Storage (NTS) at government rates for retirees and separatees beyond their entitlement. AFI 24-501, 10 Oct 2014, reflects these changes as follows:

1. Members separating under the provisions of JTR 5320 are responsible for storage and insurance fees starting 180 days after their effective date of separation (AFI 24-501, Para 3.4.2.1)
2. Members retiring/separating under the provisions of JTR 5318 are responsible for storage and insurance fees starting 1 year after their effective date of retirement/separation (AFI 24-501, Para 3.5.5.3.2)

It is imperative that all impacted retirees and separatees are notified immediately of this policy change.

Action: Effective immediately, all PPPOs, PPSOs, JPPSOs and ECAAF will apply the procedures in Table 1 (enclosed) to all Air Force customers, to ensure a standardized process across the personal property enterprise.

POC: PPA HQ – Personal Property Solutions, email: hqppa.psi.pps@us.af.mil

Expiration: N/A

Enclosure: Table 1 – Payment of NTS and Insurance Fees for Retirees/Separatees

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PPA HQ ADVISORY 14-0050-C1 (18 Nov 2014)

Table 1 – Payment of Non-Temporary Storage (NTS) and Insurance Fees for Retirees/Separatees

If a retiree/ separatee has property which is:	And:		Retiree/Separatee assumes responsibility for NTS/insurance fees:	PPPO, (J)PPSO, ECAF Action:
Not yet in storage	Retiree/separatee requests an initial entitlement		Upon expiration of the initial entitlement	PPPO must brief the retiree/separatee that he/she will be responsible for all storage and insurance fees upon expiration of the initial entitlement.
Currently in NTS on the INITIAL entitlement	The initial entitlement has NOT expired		Upon expiration of the initial entitlement	(J)PPSO must <u>immediately</u> notify the retiree/separatee of this policy change and that he/she will be responsible for storage and insurance fees upon expiration of the initial entitlement.
				When a T&TE is requested, ECAF will advise the retiree/separatee of the policy change in their approval/denial letter, and that he/she will be responsible for storage and insurance fees after their initial entitlement expires.
Currently in NTS on an APPROVED T&TE	The current T&TE expires <u>ON</u> or <u>BEFORE</u> 31 Mar 2015	And an additional T&TE is requested and approved	After 31 Mar 2015	(J)PPSO must <u>immediately</u> notify the retiree/separatee of this policy change.
		When additional T&TE is requested, ECAF will promptly advise the retiree/ separatee of this policy change and that he/she will be responsible for storage and insurance fees after 31 Mar 2015.		
	And an additional T&TE is NOT requested or NOT approved	Upon expiration of the current extension	(J)PPSO must <u>immediately</u> notify the retiree/separatee of this policy change.	
	When additional T&TE is requested, ECAF will promptly advise the retiree/ separatee in their denial letter that he/she will be responsible for storage and insurance fees.			
The current T&TE expires <u>AFTER</u> 31 Mar 2015	Upon expiration of the current extension		(J)PPSO must <u>immediately</u> notify the retiree/separatee of this policy change.	
When additional T&TE is requested, ECAF will advise the retiree/separatee in their approval/denial letter of this policy change and that he/she will be responsible for storage and insurance fees.				

NOTE: 31 Mar 2015 should provide the retiree/separatee with sufficient time to arrange delivery of their property or contact NTS contractors to negotiate storage and insurance fees.