



TRI-SERVICE JPA ALLOWANCES - THE NEW REGULATIONS

LOCATION ALLOWANCES

■ **Local Overseas Allowance**

If you are required to serve overseas, Local Overseas Allowance (LOA) contributes towards the necessary additional local cost of day-to-day living. There are various types and rates of LOA depending on your circumstances.

■ **Get You Home (Overseas)**

If you are serving on an overseas assignment, Get You Home (Overseas) will assist you and accompanying immediate family with the cost of one return journey per year to the UK to see family and friends.

■ **Respite Journeys (Remote Locations)**

Respite Journeys (Remote Locations) provides assistance towards the cost of journeys made by you and your immediate family to take a break from locations that are remote or inhospitable.

■ **Get You Home (Islands)**

If you are permanently assigned to one of the UK islands, Get You Home (Islands) assists you with the cost of returning regularly to your family home or privately maintained property in the UK Mainland.

■ **Northern Ireland Journeys**

If you are permanently assigned to Northern Ireland, Northern Ireland Journeys provides assistance with the cost of journeys from NI to GB for you and any accompanying entitled immediate family, to give you a break from the additional pressures and restrictions placed on Service personnel in the NI Operational Theatre.

■ **Northern Ireland Resident's Supplement**

Northern Ireland Resident's Supplement compensates for the additional pressures and restrictions placed on you and your accompanying immediate family whilst serving on permanent assignment in Northern Ireland.

■ **Recruitment and Retention Allowance (London)**

If you are permanently assigned to Central London, Recruitment and Retention Allowance (London) contributes towards the higher costs you encounter and compensates for the stress of commuting and the reduced quality of the supporting infrastructure.

■ **Families Assistance for Visits Abroad**

The Families Assistance for Visits Abroad Scheme contributes towards the food and accommodation costs incurred by your spouse/civil partner and/or dependant children if they visit you during an extended period of deployment overseas. It also provides an advance of pay to assist with costs of flights.

■ **Overseas Loan Service Allowance (formerly Loan Service Pay)**

Overseas Loan Service Allowance compensates you for the challenges encountered in living and working within a foreign culture when in a Loan Service appointment.

■ **Allowances for Attachés, Advisors and Embassy-Based Service Support Staff Overseas**

There are a number of allowances specially designed for attachés, advisors and support staff overseas that provide recompense for the costs incurred in conducting their duties.

**TO CHECK IF YOU ARE ELIGIBLE, AND FOR FURTHER INFORMATION ABOUT THESE ALLOWANCES,
SEE YOUR UNIT PERSONNEL ADMIN STAFF OR JSP 752 CHAPTER 6**

Other posters are available from your Unit HR Admin Office about the following allowances:
Subsistence & Messing, Travel, Separation, Location, Relocation, Clothing, Education, Compensation & Reimbursement.



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ACCOMMODATION ALLOWANCES

■ **Lodging Allowance**

In very limited circumstances if you are serving in the UK but there is no public Single Living Accommodation or Substitute Single Service Accommodation, Lodging Allowance may be available to enable you to rent accommodation and meet any associated necessary costs.

■ **Overseas Rent Allowance**

If you are serving overseas where there is no available Single Living Accommodation, Substitute Single Service Accommodation, Service Families Accommodation or Substitute Service Families Accommodation, Overseas Rent Allowance will reimburse you with the necessary cost of rent and some utilities costs up to an agreed limit.

■ **Overseas Furniture Provision Scheme**

If you are necessarily living overseas in unfurnished, publicly rented accommodation, the Overseas Furniture Provision Scheme could provide you with some furniture and furnishings.

■ **Long Service Advance of Pay**

The Long Service Advance of Pay could provide you with an interest free loan to assist you to enter the housing market, or to help you meet your changing housing needs as your personal circumstances change.

TO CHECK IF YOU ARE ELIGIBLE, AND FOR FURTHER INFORMATION ABOUT THESE ALLOWANCES, SEE YOUR UNIT PERSONNEL ADMIN STAFF OR JSP 752 CHAPTER 2

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TRI-SERVICE JPA ALLOWANCES - THE NEW REGULATIONS

CLOTHING ALLOWANCES

■ Female Clothing Grant

If you are a non-commissioned female, the one-off Female Clothing Grant contributes towards the costs of purchasing items of clothing that are not issued to you, but which you are required to wear as part of your uniform.

■ Civilian Clothing Allowance and Grant for Non-Commissioned Personnel

If you are non-commissioned and required to wear civilian clothing on duty, the Civilian Clothing Daily Allowance or Civilian Clothing Annual Grant will contribute towards the extra costs you incur.

■ Climatic Clothing Grant for Hot Posts

If you are non-commissioned and you are required to wear civilian clothes when working in certain hot countries overseas, Climatic Clothing Grant for Hot Posts contributes towards the extra costs you incur.

■ Uniform Provision and Grants for Officers

Uniform Grants are paid to Regular officers for the purchase of required items of uniform from Service and non-Service sources, or for necessary tailoring services. Reserve officers receive financial assistance with uniform upkeep.

TO CHECK IF YOU ARE ELIGIBLE, AND FOR FURTHER INFORMATION ABOUT THESE ALLOWANCES, SEE YOUR UNIT PERSONNEL ADMIN STAFF OR JSP 752 CHAPTER 8

Other posters are available from your Unit HR Admin Office about the following allowances:
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TRI-SERVICE JPA ALLOWANCES - THE NEW REGULATIONS

COMPENSATION & REIMBURSEMENT ALLOWANCES

■ Unpleasant Work Allowance

If you operate in conditions involving an exceptional degree of discomfort or fatigue, or exposure to noxious sub-stances, or if you undertake tasks of an objectionable nature, you may be able to claim Unpleasant Work Allowance.

■ Unpleasant Living Allowance

Unpleasant Living Allowance compensates Service personnel accommodated in RN ships and submarines, unless on board solely for duty watch purposes, where living conditions when alongside fall below a minimum standard.

■ Experimental Test Allowance

Experimental Test Allowance is paid if you participate in officially approved experimental tests.

■ Compensation for Lost and Damaged Effects

If any of your possessions are lost, destroyed or damaged resulting from the exigencies of the Service, you may be able to claim Compensation for Lost and Damaged Personal Effects.

■ Northern Ireland Motor Insurance Refunds

Northern Ireland Motor Insurance Refunds will reimburse the full cost of any loading on your motor insurance premiums if you are serving on a permanent assignment in Northern Ireland.

■ Service Risks Insurance Premium Refunds

Service Risks Insurance Premium Refunds contribute towards the extra cost incurred by certain categories of Service personnel when insuring themselves against particular Service risks.

■ Refund of Nugatory Holiday Expenditure

If your planned holiday is cancelled or cut short because of the needs of the Service, Nugatory Holiday Expenditure may contribute towards the costs you incur, within defined limits. You should still make your own arrangements to ensure you have adequate travel insurance.

■ Refund of Foreign Currency Exchange Costs

Refund of Foreign Currency Exchange Charges reimburses you if you have necessarily incurred charges in respect of purchases and redemption of foreign currency and/or of traveller's cheques for temporary duty journeys overseas.

■ Miscellaneous Allowances

These include Reimbursement of Medical, Dental, Optician & Prescription Fees, Provision of Driving Licence Fees and Provision of Passports and Visas at Public Expense.

**TO CHECK IF YOU ARE ELIGIBLE, AND FOR FURTHER INFORMATION ABOUT THESE ALLOWANCES,
SEE YOUR UNIT PERSONNEL ADMIN STAFF OR JSP 752 CHAPTER 10**

Other posters are available from your Unit HR Admin Office about the following allowances:
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TRI-SERVICE JPA ALLOWANCES - THE NEW REGULATIONS

EDUCATION ALLOWANCES FOR SERVICE CHILDREN

■ Continuity of Education Allowances

Continuity of Education Allowances (CEA) assist you to achieve continuity of education for your child that would otherwise be denied in the maintained day school sector if he/she moved with you every time you were assigned to a new station. In claiming CEA a Service person must fully accept that accompanied service is the overriding principle for maintaining entitlement.

If you choose to place your child in boarding school, you may be eligible to claim CEA(Boarding). If your child has been identified as having special needs, CEA(Special Educational Needs Addition) may assist you with the additional costs charged by an authorised school for the additional tuition of subjects identified on a child's certificate of Special Educational Needs.

If you have been claiming CEA(Boarding) and you are assigned close enough to your child's school to allow him/her to become a day pupil and live at home with the family, CEA(Day) or CEA(SENA(Day)) may be payable, as appropriate.

If you elect to place your child in the care of a guardian so that he/she may attend a particular day school continuously, CEA(Guardians) will cover the additional costs of your child living away from home.

■ Day School Allowance (North Wales)

Day School Allowance (North Wales) assists any accompanied Service parent on assignment in North Wales with the costs of independent day schooling where tuition is given exclusively in English.

■ Education of Service Children in Extra Command Areas and Isolated Detachments

Extra Command Areas and Isolated Detachment (ECA and ISODET) Education and Nursery Education Allowances assist you, if you are serving overseas in ECAs and ISODETs, with the costs of educating your accompanying children in a local nursery or school, where there is no Service Children's Education provision.

TO CHECK IF YOU ARE ELIGIBLE, AND FOR FURTHER INFORMATION ABOUT THESE ALLOWANCES, SEE YOUR UNIT PERSONNEL ADMIN STAFF OR JSP 752 CHAPTER 9 AND JSP 352 CHAPTER 13

Other posters are available from your Unit HR Admin Office about the following allowances:
Subsistence & Messing, Travel, Separation, Location, Relocation, Clothing, Education, Compensation & Reimbursement.



TRI-SERVICE JPA ALLOWANCES - THE NEW REGULATIONS

RELOCATION ALLOWANCES

■ **Disturbance Allowance**

Disturbance Allowance contributes towards the necessary additional expenses which you incur when you are required to move for Service reasons from one place of residence to another.

■ **Movement and Storage of Personal Effects**

Movement and Storage of Personal Effects enables you, and where eligible your accompanying dependants, to move and/or store your personal effects at public expense, within MOD limits, when you are assigned to a new duty station.

■ **Refund of Legal Expenses**

If you own your own property from which you commute daily to work, and you choose to sell it in order to buy another property at your next duty station, you can claim Refund of Legal Expenses to contribute towards the legal and associated expenses you incur. Alternatively, you may decide to rent out your property, in which case Refund of Legal Fees contributes towards the legal fees that arise when letting or repossessing a home.

■ **Insurance Allowance**

If you are not entitled to claim Disturbance Allowance, Insurance Allowance will reimburse the average cost of transit insurance purchased by Service personnel when you are required to move your personal effects for Service reasons.

■ **Final Tour of Duty Provision**

If you are in your Final Tour of Duty but you are not in the geographical area in which you have formally expressed a preference to serve, the Final Tour of Duty provision will assist you to meet the costs of settling you and/or your immediate family elsewhere in the UK.

TO CHECK IF YOU ARE ELIGIBLE, AND FOR FURTHER INFORMATION ABOUT THESE ALLOWANCES, SEE YOUR UNIT PERSONNEL ADMIN STAFF OR JSP 752 CHAPTER 7

Other posters are available from your Unit HR Admin Office about the following allowances:
Subsistence & Messing, Travel, Separation, Location, Relocation, Clothing, Education, Compensation & Reimbursement.



TRI-SERVICE JPA ALLOWANCES - DO YOU KNOW WHAT YOU CAN CLAIM ?

SEPARATION ALLOWANCES

■ Longer Separation Allowance

Longer Separation Allowance compensates you when you are separated from your family/permanent assignment station and you cannot return at weekends/stand-down.

■ Get You Home Travel

If your duty unit and your family home/privately maintained property are within the same theatre and you have the opportunity to return home at weekends, Get You Home Travel assists with the costs.

■ Get You Home (Early Years)

If you have less than 3 years' service and are assigned in the UK, Get You Home (Early Years) assists you with the cost of travelling between your Residence at Work Address in the UK and a qualifying address in the UK or the Republic of Ireland.

■ Get You Home (Seagoers)

Get You Home (Seagoers) assists seagoing Service personnel, who have the opportunity to return to their qualifying address from a UK port, with the costs of their travel within the UK.

TO CHECK IF YOU ARE ELIGIBLE, AND FOR FURTHER INFORMATION ABOUT THESE ALLOWANCES, SEE YOUR UNIT PERSONNEL ADMIN STAFF OR JSP 752 CHAPTER 5

Other posters are available from your Unit HR Admin Office about the following allowances:
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TRI-SERVICE JPA ALLOWANCES - THE NEW REGULATIONS

SUBSISTENCE & MESSING ALLOWANCES

■ Subsistence Allowances

When you are travelling on duty, Subsistence Allowances reimburse actual allowable subsistence costs (such as food, drink, necessary personal expenditure and accommodation) within MOD limits.

■ Missed Meal Payments

If you are paying a Service food charge and you are unable to take a meal in a Service messing facility because of Service reasons, Missed Meal Payments will reimburse you with the relevant proportion of that food charge.

■ Meals Out Allowance

Meals Out Allowance contributes towards the additional costs you incur if you are required to eat regularly at commercial retail outlets because either there is no British or Foreign messing facility or government subsidised canteen where you work or your duties regularly prevent you from eating there.

■ Food and Incidentals Allowance

If you are single or unaccompanied in the UK, without easy access to Service accommodation/messing facilities, but have self-catering facilities, Food and Incidentals Allowance will assist you to meet the necessary additional costs of food and incidental expenses.

■ Special Messing Allowance

If you have to buy food and drinks from a commercial outlet because you have no access to Service messing or self-catering facilities, Special Messing Allowance will contribute towards the extra costs you incur.

■ Northern Ireland Compensatory Food Allowance

If you are permanently assigned to Northern Ireland, and either you pay Service Families Accommodation charges or you live out for Service reasons, you can claim Northern Ireland Compensatory Food Allowance.

TO CHECK IF YOU ARE ELIGIBLE, AND FOR FURTHER INFORMATION ABOUT THESE ALLOWANCES, SEE YOUR UNIT PERSONNEL ADMIN STAFF OR JSP 752 CHAPTER 3

Other posters are available from your Unit HR Admin Office about the following allowances:
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TRI-SERVICE JPA ALLOWANCES - THE NEW REGULATIONS

TRAVEL ALLOWANCES

■ Duty Travel

If you are required to travel for Service reasons, you will not be expected to pay for it yourself as long as you use the most direct route in the most economical manner. All forms of transport may be used: air, rail, ferry, coach, Service vehicle, hire car and private vehicle. However, you must always check that you have authority to travel, and whether or not you need a warrant, before you start your journey. If you use a private motor vehicle to undertake your duty journey, you may be able to claim Motor Mileage Allowance to assist you with the cost. You can also claim for reimbursement of associated costs such as tolls and congestion charges.

■ Home to Duty Travel

Home to Duty Travel (HDT) assists you with the cost of daily travel between your Residence at Work Address and your place of duty. If you live in public accommodation, you can claim HDT(Public) and if you live in privately owned or rented accommodation, you can claim HDT(Private). A Personal Contribution is payable for each journey.

■ Travel For Operational Stand Down

If you are temporarily deployed on UK-based operations assisting the UK civil authorities and you are formally stood down, Travel for Operational Stand Down will provide you with publicly funded transport to your permanent duty station, Base Port or exceptionally to your normal UK leave address.

■ Sports Travel

Motor Mileage Allowance at Private Car Rate may be claimed by Service personnel authorised to use their private motor vehicle, or a non-public motor vehicle (eg unit amenity mini-bus) to travel in connection with official sport.

■ Privately Arranged Passage

If you are proceeding to or from an overseas assignment (except Germany), you may apply to travel by a Privately Arranged Passage if you have personal reasons for travelling by other than the official route eg to permit a stopover en route, or to allow ferry travel in lieu of air travel so that a vehicle can be transported (at own expense).

■ Families Travel

Other than for compassionate reasons, your family has no entitlement to travel at public expense in their own right but it is permitted when they are required to travel in support of duties carried out by you, eg on change of permanent assignment. Details are available from your Unit HR Admin Staff.

■ School Children's Visits

If your children are at school or university, School Children's Visits contribute towards the travel costs incurred when they spend some school holidays with you at your assignment station.

**TO CHECK IF YOU ARE ELIGIBLE, AND FOR FURTHER INFORMATION ABOUT THESE ALLOWANCES,
SEE YOUR UNIT PERSONNEL ADMIN STAFF OR JSP 752 CHAPTER 4**

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