

# Wild Fire Evacuation

JTR Chapter 6

AFI 65-114 Chapter 11

DODFMR Vol. 9 Chapter 7

# Overview

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Required Documents

Required Information

Claims

- Active Duty Military

- Active Duty Dependents

- Employees and Dependents

Additional Information

# Required Documents

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DD Form 1610 Travel Order

DD Form 1351-2 Travel voucher

Reviewer signature or “FSO Verified” required in block 21a

Duplicate Payment Certification

Receipts for any expenses over \$75.00

# Required Information

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Mileage must be claimed in odometer miles

- No mileage claimed

- No mileage payable

Lodging must be claimed

- Not payable if stayed with family/friends

# Active Duty Military Claims

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Must be on TDY orders

Can travel with dependents

Can claim travel on same 1351-2 as dependents

# Military Dependent Claims

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Dependents are authorized safe haven allowances

- Dependents over the age of 12 at 100%

- Dependents under the age of 12 at 50%

Can be claimed on Member's 1351-2

- If traveled together with member

1351-2 must be in the primary dependents name/SSN

- If travel is separate from member

- Even if it is a minor child

  - Can be signed by parent

  - Can have parent EFT information

Must have EFT form

- Completed/signed by primary dependent

- Can use sponsor's EFT info

  - Must have a statement on EFT form

# Employees and Dependent Claims

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Employees/dependents are authorized safe haven allowances

- Employees at 100%

- Dependents over the age of 12 at 100%

- Dependents under the age of 12 at 50%

  - Can be claimed on same 1351-2

1351-2 must be in the primary dependents name/SSN

- If travel was separate from employee

- Even if it is a minor child

  - Can be signed by parent

Must have EFT form:

- Completed/signed by primary dependent

  - Can have parent EFT information for minor child

# Additional Information

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First stop location considered to be safe haven

- Active Duty Dependents

- Employees

- Employee Dependents

Active Duty Military

- On TDY Orders

- Pay as normal TDY

  - If travel to more than one location

    - Must have variations authorized

Mileage

- Can pay more than 2 POV's

  - Must have dependents of legal driving age

  - Must be equal to or more than number of POV's