

# Pay & Allowances Summary Sheet

## Special Pay

<u>Document</u>	<u>Type of Pay</u>	<u>Reference</u>	<u>FID/ACTN</u>	<u>Effective Date</u>
Orders	SDAP/ Special Duty Assignment Pay	DoDFMR CHAP 08	30/(01, 02, 06)	Starts-Eff Date on orders, Stops- Eff Date on orders. Cancel- Original Start / Stop dates.
SAME	HDP-L	DoDFMR CHAP 17	14/ (01,02)	Starts- Eff date on orders. Stops- Eff date on orders.

## Incentive Pay

<u>Document</u>	<u>Type of Pay</u>	<u>Reference</u>	<u>FID/ACTN</u>	<u>Effective Date</u>
Orders	Flight Pay (Crew/Non-Crew)	DoDFMR CHAP 22	12/(01,02)	Starts- Eff date on orders. Stops- Eff date on orders.
Orders	Jump Pay Parachute / HALO)	DoDFMR CHAP 24	15/(01, 02)	Starts- Eff date on orders. Stops- Eff date on orders.
Orders	Demolition Pay	DoDFMR CHAP 24	10/(01,02)	Starts- Eff date on orders. Stops- Eff date on orders.

## Basic Allowance for Subsistence

<u>Document</u>	<u>Type of Pay</u>	<u>Reference</u>	<u>FID/ACTN</u>	<u>Effective Date</u>
DD 1475	Missed Meals	DoDFMR CHAP 25	PI/(03)	For the Month reported, Start on first day and Stop on the last day of the CALENDAR month.
DA 4187	Meal Collection	DoDFMR CHAP 25	DN/(01, 02)	Start: Remarks Section- Eff date must match the date the CDR signed in block 14. If Dates do not match need (VOCO) in remarks. If no VOCO then use the latest date.  Stop Date-Compare dates and stop one day prior to effective date.

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## Basic Allowance for Housing

<u>Document</u>	<u>Type of Pay</u>	<u>Reference</u>	<u>FID/ACTN</u>	<u>Effective Date</u>
Housing Orders (Termination) DA 5960	BAH With Dep Start	DoDFMR CHAP 26	3501/6801	Eff Date of Termination /Block 6-DA 5960 Must match date Termination Orders.
Housing Orders (Assignment)	BAH With Dep Stop	SAME	3502	Stop Day Prior to Effective Date of Assignment.
DA 5960 Marriage Cert / Birth Cert / Divorce Decree	BAH With Dep	SAME	3504/68 (01,04)	Block 6 of DA 5960 and Date of Marriage need to match.
Statement of Non-Availability DA 5960	BAH Without Dep	SAME	3504/6801	Block 6 of DA 5960 must match the effective date on Statement.
DA 5960 BLK 7 (Partial)	Partial BAH	SAME	3504	Date in block 6 of DA 5960.

## Family Separation Allowance

DD 1561	FSA-I	DoDFMR CHAP 27	09/ (01, 02)	<u>INPUT BY DFAS ONLY!</u>
DD 1561	FSA- II	DoDFMR CHAP 27	65/ (01, 02, 03)	The date of departure if <u>no</u> leave. If leave, then start the day of arrival at new location.

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## BASIC PAY COMPUTATIONS

### PROMOTIONS

1. A PFC (E-3) with 2 years service gets promoted to SPC (E-4) on the 8<sup>th</sup> of the month. Calculate the basic pay for the entire month.

Step 1: Compute the number of days to pay Soldier as an E-3. 1<sup>st</sup> through the 7<sup>th</sup> /  $7-1 = 6 + 1$  **inclusive day = 7 days as an E-3.**

Step 2: Compute the number of days to pay the Soldier as an E-4. 8<sup>th</sup> through the 30<sup>th</sup> /  $30-8 = 22 + 1$  **inclusive day = 23 days as an E-4.**

Step 3: Compute the amount of basic pay an E-3 over two years will receive for 7 days;

$$\begin{array}{r} \$1595.70 \text{ Monthly Rate} \\ \hline / 30 \text{ days} \\ \$53.19 \text{ Daily Rate} \\ \hline \times 7 \text{ days} \\ \hline \mathbf{\$372.33 \text{ Pay for 7 days as an E-3}} \end{array}$$

Step 4: Compute the amount of basic pay an E-4 over two years will receive for 23 days;

$$\begin{array}{r} \$1748.10 \text{ Monthly Rate} \\ \hline / 30 \text{ days} \\ \$58.27 \text{ Daily Rate} \\ \hline \times 23 \text{ days} \\ \hline \mathbf{\$1340.21 \text{ Pay for 23 days as an E-4}} \end{array}$$

Step 5: Add the two amounts together;

$$\begin{array}{r} \$372.33 \text{ E-3 Pay} \\ + \$1340.21 \text{ E-4 Pay} \\ \hline \mathbf{\$1712.54 \text{ Total pay for the month}} \end{array}$$

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## REDUCTIONS

2. A SGT (E-5) with six years of service is reduced to SPC (E-4) on the 18<sup>th</sup> of the month. Calculate the basic pay for the entire month.

Step 1: Compute the number of days to pay Soldier as an E-5. 1<sup>st</sup> through the 17<sup>th</sup> /  $17-1 = 16 + 1$  inclusive day = 17 days as an E-5.

Step 2: Compute the number of days to pay the Soldier as an E-4. 18<sup>th</sup> through the 30<sup>th</sup> /  $30-18 = 12 + 1$  inclusive day = 13 days as an E-4.

Step 3: Compute the amount of basic pay an E-5 over six years will receive for 17 days;

$$\begin{array}{r} \$2273.70 \text{ Monthly Rate} \\ \hline / 30 \text{ days} \\ \$75.79 \text{ Daily Rate} \\ \hline \times 17 \text{ days} \\ \hline \mathbf{\$1288.43 \text{ Pay for 17 days as an E-5}} \end{array}$$

Step 4: Compute the amount of basic pay an E-4 over six years will receive for 13 days;

$$\begin{array}{r} \$2018.40 \text{ Monthly Rate} \\ \hline / 30 \text{ days} \\ \$67.28 \text{ Daily Rate} \\ \hline \times 13 \text{ days} \\ \hline \mathbf{\$874.64 \text{ Pay for 13 days as an E-4}} \end{array}$$

Step 5: Add the two amounts together;

$$\begin{array}{r} \$1288.43 \text{ E-5 Pay} \\ + \$874.64 \text{ E-4 Pay} \\ \hline \mathbf{\$2163.07 \text{ Total pay for the month}} \end{array}$$

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## LONGEVITY INCREASES

3. A SSG (E-6) goes over 10 years of service on the 23<sup>rd</sup> of the month. Calculate the amount of basic pay for the entire month.

Step 1: Compute the number of days to pay Soldier as an E-6 over eight years. 1<sup>st</sup> through the 22<sup>nd</sup> /  $22-1 = 21 + 1$  inclusive day = **22 days as an E-6 over eight.**

Step 2: Compute the number of days to pay the Soldier as an E-6 over ten years. 23<sup>rd</sup> through the 30<sup>th</sup> /  $30-23 = 7 + 1$  inclusive day = **8 days as an E-6 over ten years.**

Step 3: Compute the amount of basic pay an E-6 over eight years will receive for 22 days;

$$\begin{array}{r} \$2685.00 \text{ Monthly Rate} \\ \underline{\quad / 30 \text{ days}} \\ \$89.50 \text{ Daily Rate} \\ \underline{\quad X 22 \text{ days}} \\ \mathbf{\$1969.00 \text{ Pay for 22 days as an E-6 over eight years}} \end{array}$$

Step 4: Compute the amount of basic pay an E-6 over ten years will receive for 8 days;

$$\begin{array}{r} \$2770.50 \text{ Monthly Rate} \\ \underline{\quad / 30 \text{ days}} \\ \$92.35 \text{ Daily Rate} \\ \underline{\quad X 8 \text{ days}} \\ \mathbf{\$738.80 \text{ Pay for 8 days as an E-6 over ten years}} \end{array}$$

Step 5: Add the two amounts together;

$$\begin{array}{r} \$1969.00 \text{ E-6 over eight} \\ + \$738.80 \text{ E-6 over ten} \\ \underline{\hspace{1.5cm}} \\ \mathbf{\$2707.80 \text{ Total pay for the month}} \end{array}$$

# Pay & Allowances Summary Sheet

## BAS COMPUTAION EXAMPLES

### Authorized to mess separately (stopping meal collection)

1. Soldier is authorized to mess separately on the 12<sup>th</sup> of the month. Calculate the amount of BAS he/she will **receive** at the end of the month.

Step 1: Calculate the number of days to collect and the rate of collection.

1-10 = 10 Full days at a rate of \$7.70. (10x7.70 = **\$77.00**)  
11<sup>th</sup> is the last day of collection. Collect at a rate of **\$1.93**.

Step 2: Add the two figures together (77.00 + 1.93 = **\$78.93**). This is the amount of the **collection** for the partial month.

Step 3: Take the standard monthly rate (\$272.26) and subtract the amount of collection (\$78.93).  
272.26 – 78.93 = **\$193.33**, this is the amount the Soldier will **receive** for BAS for the month.

### Essential Station Messing (DFAC) (Starting meal collection)

2. Soldier moves into the barracks on the 5<sup>th</sup> of the month and is required to eat at the DFAC. Calculate the amount of the **collection** for the month.

Step 1: Calculate the number of days to collect and the rate of collection.

30 – 5 = 25 +1 inclusive day = 26 days to collect for.  
1st day of collection (the 5<sup>th</sup>) is at a rate of **\$1.93**  
25 days of collection at a rate of **\$7.70** (25x\$7.70 = **\$192.50**)

30	
<u>-5</u>	
25x 7.70 =	\$192.50
<u>+1x1.93 =</u>	<u>\$1.93</u>
26 days	\$194.43

Step 2: Add the two figures together (1.93 + 192.50 = **\$194.43**). This is the amount of the **collection** for the month.

### Reimbursement for Missed Meals

3. A Soldier who is on Essential Station Messing turns in a DA Form 1475 to claim the meals missed because of mission requirements. The DA1475 states the Soldier missed 5 Breakfasts, 10 Dinners, and 6 Suppers.

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**NOTE:** Use the DISCOUNT MEAL RATE for computation of missed meals.

Step 1: Determine the number of breakfasts missed (5) and the rate for reimbursement (discount meal rate - \$1.60) ( $5 \times \$1.60 = \mathbf{\$8.00}$ )

Step 2: Determine the number of dinners missed (10) and the rate for reimbursement (discount meal rate - \$3.05) ( $10 \times \$3.05 = \mathbf{\$30.50}$ )

Step 3: Determine the number of suppers missed (6) and the rate for reimbursement (discount meal rate - \$3.05) ( $6 \times \$3.05 = \mathbf{\$18.30}$ )

Step 4: Add the four figures together ( $8.00 + 30.50 + 18.30 = \mathbf{\$56.80}$ ). This is the amount that will be **reimbursed** to the Soldier for missed meals.

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## BAH COMPUTATION EXAMPLES

### Payment for Partial Month (Starting BAH)

1. SGT (E5) Fails, who resides in the barracks, gets married to a civilian on the 6<sup>th</sup> of the month. Compute the amount of BAH W/Dep **received** for the month.

Step 1: Determine the monthly amount of BAH W/Dep authorized. **\$837.00**

Step 2: Divide the monthly rate by 30 days ( $\$837.00/30 = \mathbf{\$27.90}$ )

Step 3: Compute the number of days BAH W/Dep is authorized.

30 day month
<u>-6 days</u>
24 days
<u>+1 inclusive day</u>
25 days at W/Dep rate
<u>X 27.90 daily rate</u>
<b>\$697.50</b> amount of BAH W/Dep authorized for the month

Step 4: Multiply the daily rate by the number of days authorized ( $27.90 \times 25 = \mathbf{\$697.50}$ ). This is the amount of BAH W/Dep authorized for the month.

### Collection of Partial month (stop BAH)

2. CPT (O3) Hunt is assigned government quarters on the 17<sup>th</sup> of the month. Calculate the amount of BAH that will be **collected** for the month.

Step 1: Determine the monthly rate of BAH W/Dep authorized. **\$1101.00**

Step 2: Divide the monthly rate by 30 days ( $\$1101.00/30 = \mathbf{\$36.70}$ )

Step 3: Compute the number of days BAH W/Dep will be collected.

30 day month
<u>-17 days</u>
13 days at W/Dep rate
<u>+1 inclusive day</u>
14 days collection of BAH
<u>X 36.70 daily rate</u>
<b>\$513.80</b> amount of BAH W/Dep to be collected

Step 4: Multiply the daily rate by the number of days to be collected ( $36.70 \times 14 = \mathbf{\$513.80}$ ). This is the amount to be **collected**.

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## Dual Military Computation (Start BAH)

3. MSG (E-8) and SFC (E-7) Collins terminate government quarters on the 22<sup>nd</sup> of the month. MSG Collins draws BAH and the W/Dep rate and SFC Collins draws BAH at the W/O Dep rate. Calculate the amount of BAH each will receive at the end of the month.

Step 1: Determine MSG Collins monthly rate of BAH authorized. **\$1058.00**

Step 2: Divide the monthly rate by 30 days ( $\$1058.00/30 = \$35.26666$  round this amount **UP** to **\$35.27**)

Step 3: Compute the number of days BAH W/Dep is authorized.

30 day month
<u>-22 days</u>
8 days
<u>+1 inclusive day</u>
9 days at W/Dep rate
<u>X 35.27 daily rate</u>
<b>\$317.43</b> amount of BAH W/Dep authorized for the month

Step 4: Multiply the daily rate by the number of days authorized ( $35.27 \times 9 = \$317.43$ ). This is the amount of BAH W/Dep authorized for the month.

Step 5: Determine SFC Collins monthly rate of BAH authorized. **\$809.00**

Step 6: Divide the monthly rate by 30 days ( $\$809.00/30 = \$26.97$ )

Step 7: Compute the number of days BAH W/O Dep is authorized.

30 day month
<u>-22 days</u>
8 days
<u>+1 inclusive day</u>
9 days at W/O Dep rate
<u>X 26.97 daily rate</u>
<b>\$242.73</b> amount of BAH W/O Dep authorized for the month

Step 8: Multiply the daily rate by the number of days authorized ( $26.97 \times 9 = \$242.73$ ). This is the amount of BAH W/O Dep authorized for the month.

Step 9: Add the totals from steps 4 and 8 together ( $317.43 + 242.73 = \$560.16$ ). This is the total entitlement they will **receive** for BAH for the month.