

Example Documentation for Spouses of Active Military Members

Dislocated Worker eligibility categories have been expanded to include spouses of active military members and displaced homemakers who are spouses of active military members, whose incomes and employment have been impacted by changes of military duty stations.

1. To document military spouse status, you may use an unexpired “uniformed services ID card” issued to the spouse of the military member. Below is a sample card with explanations of its data elements. Please note that the color of a military dependent’s card is a light buff tone, per the second example.

UNIFORMED SERVICES ID CARD

If you are a military retiree or military family member, you must have a Uniformed Services ID Card to access military service benefits or privileges.

Card Topology



DD Form 1173

United States Uniformed Services Identification and Privilege Card

- Dependents of: active-duty servicemembers of the regular components; Reserve component servicemembers on active duty for more than 30 days; retirees; Medal of Honor recipients; former members in receipt of retired pay; Transitional Health Care Members (TAMP); 100% Disabled Veterans (DAV); and Ship's Officers and Crewmembers of NOAA Vessels
- Surviving dependents of: active-duty and retired military members; Medal of Honor recipients; and 100% Disabled Veterans (DAV)
- Accompanying family members of authorized civilian personnel overseas or in CONUS, HI, or AK when required to reside on a military installation
- Eligible dependents of foreign military
- Other benefits-eligible categories as described in DoD policy

2. To document Change of Duty Station and Military Spouse, you may use the Permanent Change of Station-Military document below, with the name of the spouse identified in item #17: Dependent and the date of the new duty assignment in item #5: Report To.

REQUEST AND AUTHORIZATION FOR PERMANENT CHANGE OF STATION - MILITARY			
PRIVACY ACT STATEMENT			
<small>AUTHORITY: 10 U.S.C. 8013, Secretary of the Air Force E.O. 9397 (SSN) as amended. Powers and duties; delegation by 8032.General duties; implemented by Air Force Instruction 36-2102, Base-level Relocation Procedures. PURPOSE: Each type of relocation of Air Force personnel requires specific actions described either on a checklist or by sending a form letter to the applicable base activity having a responsibility for ensuring accomplishment of the action. ROUTINE USES: In addition to those disclosures generally under 5 U.S.C. 552a(b) of the Privacy Act, these records or information contained therein may specifically be disclosed outside the DoD as a routine use pursuant to 5 U.S.C. 552a(b)3. 'Blanket Routine Uses' apply. DISCLOSURE: VOLUNTARY; SSN is used to reference member's official records. Failure to provide SSN may make it difficult for member to receive pay and entitlements in coordination with Permanent Change of Station.</small>			
The following individual will proceed on permanent change of station: <input type="checkbox"/> PCS without PCA <input checked="" type="checkbox"/> PCS with PCA TED NOV 14			
1. GRADE, NAME (Last, First, Middle Initial) [REDACTED]		2. SSAN [REDACTED]	3. SAFSC/CAFSC 1N071
4. SECURITY CLEARANCE (include date of last investigation) SCI(DCID 1/14 ELIGIBLE) PERIODIC REINVESTIGATION OF SBI/SSBI 30 OCT 2009		5. REPORT TO COMDR, NEW ASSIGNMENT NLT: 14 DEC 2014	6. TRAVEL DAYS AUTHORIZED IF TRAVELING BY PRIVATELY - OWNED CONVEYANCE: 6
7. TDY ENROUTE			
8. UNIT, MAJOR COMMAND AND ADDRESS OF UNIT FROM WHICH RELIEVED: AFE 52 OPERATIONS SUPPORT SQ FFH8V0 SPANGDAHLEM AB DE 091260000		9. UNIT, MAJOR COMMAND AND ADDRESS OF UNIT TO BE ASSIGNED: ACC 527 SPACE AGRS SQ FFCSO0 SCHRIEVER CO 809120000	
10. TYPE OF TOUR <input type="checkbox"/> ACCOMPANIED <input type="checkbox"/> UNACCOMPANIED (Check One) <input type="checkbox"/> UNACCOMPANIED, DEPENDENTS RESTRICTED		11. TOUR LENGTH (Total No. of Months)	12. EXTENDED LONG TOUR VOL NO
13. DEPENDENT TRAVEL: <input type="checkbox"/> A. CONCURRENT TRAVEL IS AUTOMATIC <input type="checkbox"/> B. CONCURRENT TRAVEL IS APPROVED <input type="checkbox"/> C. DEPENDENT TRAVEL IS DELAYED FOR LESS THAN 20 WEEKS <input type="checkbox"/> D. DEPENDENT TRAVEL IS DELAYED FOR MORE THAN 20 WEEKS <input type="checkbox"/> E. TRAVEL IS AUTHORIZED TO A DESIGNATED PLACE		14. THIS IS A JOIN-SPOUSE ASSIGNMENT (Include spouse's grade, name & SSN) NO	
15. AUTHORITY FOR CCTVL:			
16. HOMEBASING/FOLLOW-ON ASSIGNMENT (Include AAN, GPAS and RNLTD)			
17. DEPENDENT(s);(List names, DOB of children, relationship to member and current address) [REDACTED]			
18. PCS EXPENSE CHARGEABLE TO: 5743500 324 5871.0* 525725 CIC: 4 5 448 0070 525725 TAC: F48D ATAC: F48D10* NTS CHARGEABLE TO: 5743500 324 5878.0N 525725		19. AUTHORITY AND PCS CODE AFI 36-2110 PCS ID: J AAN: 1140NC0121	
20. AETC/FM TDY Funding.		21. SDN: PB58714001MPOH	
20a. All other TDY Enroute Funding.			
Pursuant to AFI 32-6001, you will report to the base housing referral office servicing your new duty station before entering any rental, lease, or purchase agreement for off-base housing.			
22. REMARKS (Submit travel voucher within 5 workdays after completion of travel. If TDY enroute is authorized, attach receipts showing cost of all lodging used. All promotional items incurred while PCS/TDY must be turned in to AFO upon arrival at gaining base. See reverse for remarks.) PCS ADSC: 12 MONTHS TRAINING ADSC: MONTHS (See AFI 36-2107) 01. UPON RECEIPT OF ORDERS CONTACT THE TRAFFIC MANAGEMENT OFFICE (TMO) TO MAKE ARRANGEMENTS FOR HHGS SHIPMENT AND TRAVEL. 02. UPON RECEIPT OF ORDERS CONTACT THE FINANCIAL SERVICES OFFICE (FSO) TO MAKE FINANCIAL ARRANGEMENTS AND ADVISEMENT.			
23. DATE 06 AUG 2014	24. APPROVING OFFICIAL (Type Name and Grade) WILSON, KELLIE, MSG, USAF, SUPERINTENDENT, FORCE MANAG	25. SIGNATURE OF APPROVING OFFICIAL // SIGNED //	
26. DESIGNATION AND LOCATION OF HQ DEPT OF THE AIR FORCE: AFPC RANDOLPH AFB TX 78150-0000		27. SPECIAL ORDER NO: AH-132822	28. DATE 13 AUG 2014
30. DISTRIBUTION: AA		29. TDN FOR THE COMMANDER	
32. ADDRESS OF GAINING MPF: 50 FSS SCHRIEVER AFB CO 80912-2108		31. SIGNATURE ELEMENT OF ORDERS AUTHENTICATING OFFICIAL //signed// JASMON N HOUSTON, A1C USAF, FUNDING AUTHENTICATOR, TFSC-SA	