

Starting Overseas Housing Allowance (OHA)

Introduction This guide provides the procedures for a P&A Technician to start Overseas Housing Allowance (OHA) in Direct Access (DA).

Definition

- OHA is a monthly allowance paid to service members assigned to an OCONUS PDS (with the exception of Alaska and Hawaii) and are authorized to live in private quarters.
- OHA is a cost reimbursement based allowance. The member does not have an entitlement until they enter into a rental/lease/purchase agreement and provide proof of private sector housing expenses.

References

- a) [Coast Guard Pay Manual, COMDTINST M7220.29](#)
- b) [Joint Travel Regulations \(JTR\), Chapters 8-10](#)
- c) [Overseas Housing Allowance \(OHA\) Briefing Sheet, PDTATAC](#)
- d) [OHA Tables, Joint Travel Regulations \(JTR\), Appendix K](#)
- e) [DOD FMR Vol. 7A, Chapter 26 - Housing Allowances](#)
- f) [Personnel and Pay Procedures Manual \(PPPM\), PPCINST M1000.2 \(series\)](#)

Important Information

- **If an OHA transaction is denied for any reason, it is IMPORTANT to remember that the most recent approved OHA transaction will continue to run, and therefore continue to pay/not pay the member.** The only way to stop/start an OHA entitlement is to ensure a new row is approved. The new row may be an Active row updating the OHA entitlement or an Inactive row, stopping the OHA entitlement.
- The member AND all OHA eligible dependents addresses should be updated to reflect the OHA locality. Within DA, this is completed under HR Data Shortcuts > [Personal Information](#) and [Dependent Information](#). This is important for audit and verification of the OHA entitlement.
- **Pay Technicians should be stopping OHA when a member's lease is terminated.** The system will automatically stop OHA in connection with the PCS departure. However, members will often terminate their leases/rentals prior to the actual PCS departure date and go on TLA once their household goods are picked up.

Continued on next page

Starting Overseas Housing Allowance (OHA) , Continued

Reserves If starting OHA for a Reserve member, ensure their BAH has been stopped (Inactive). Remember, BAH rows for Reservists remain Active even when the member is not on orders and will begin paying BAH when the member is on an Active Duty pay calendar (on orders).

Dependent Information The member's OHA eligible dependents' addresses should be updated to reflect the OHA locality. Within DA, this is completed in the [Dependent Information](#) option of the HR Data Shortcuts tile. This is important for audit and verification of the OHA entitlement.

OHA Calculator It is **not** recommended to use the OHA Calculator as the rate of exchange used by the calculator does not match the rate listed in the [OHA tables in Appendix K](#) of the JTR or the rate of exchange loaded into DA every 2 weeks.

OHA Tables The JTR's [Appendix K OHA Tables](#) provide the rate of exchange and the maximum rental allowances, MIHA allowance, and utility/recurring maintenance allowances for each paygrade at the **with dependent** rate. The without dependent rate is 90% of the maximum with dependent rental allowance. These tables are **updated bi-weekly**. To access the tables, click the link above and then select **Appendix_K_OHA_Tables > PDF**. Locate and click on the country.



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Starting Overseas Housing Allowance (OHA), Continued

OHA Tables, continued

When verifying exchange rates, it is important to utilize the rate of exchange listed on the tables provided in [Appendix K OHA tables](#). Here is the table for Columbia. Note the rate of exchange is \$0.000307 – this is the same exchange rate used by DA (see Step 10). The Appendix K OHA tables display the most current rates (it is important to note that the Effective Date will reflect the last time the country’s rates were updated). It is important to understand that while rates are reviewed bi-weekly, if there are no changes to the rate of exchange, the effective date will not change until the rate of exchange changes.

*COLOMBIA HOUSING ALLOWANCES EFFECTIVE 01 AUGUST 2019								
CLIMATE CODES: 2 , FOR LOCALITY CODE 001 AND 3 , FOR LOCALITY CODES 003 AND 999.								
UTILITY/RECURRING MAINTENANCE ALLOWANCE: 2050232								
MOVE-IN HOUSING ALLOWANCE (MIHA)/MISCELLANEOUS: 888205								
RATE OF EXCHANGE: \$0.000307								
MEMBERS WITH DEPENDENTS - RENTAL ALLOWANCES (COLOMBIAN PESO / MONTH) (MEMBERS WITHOUT DEPENDENTS, MULTIPLY ALLOWANCE BY 90%)								
LOCALITY	LOCALITY CODE	O6	W5/ O5	O3E/ W3/W4/ O4	O2E/O1E/ W2/ O3	W1/ O2	O1	
COLOMBIA:	CO							
BOGOTA	001	16544273	16544273	14784158	14236596	13039200	13039200	
CARTAGENA	003	11290292	10749370	10749370	10749370	7764660	7764660	
OTHER	999	7621417	7621417	7621417	7621417	6855213	6855213	
LOCALITY	LOCALITY CODE	E9	E8	E7	E6	E5	E4	E2/E1 E3
COLOMBIA:	CO							
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OTHER	999	7621417	7621417	7621417	7621417	6855213	6030630	6030630

Temporary Lodging Allowance (TLA)

If TLA is used, enter the inclusive dates in the **Notepad**. This ensures all periods of Active Duty are accounted for within the Housing Allowance component.

For example, the member’s PCS report date was 08/13/19 to an OHA eligible PDS. The member’s BAH entitlement ends on 08/13/19 but their OHA entitlement does not begin until 09/01/19. The notepad should provide a brief explanation as to why OHA did not begin immediately, if not assigned to Government Quarters. For instance, the notepad would read: “TLA was used for 08/13/19 through 08/31/19”.

Overseas Housing Allowance Find | View All First 1 of 1 Last

Effective Date:

Status: Approved:

OHA Type: Approver:

OHA Reason: Approved at: Home Owner Indicator

Locality Code: Fixed Exchange Rate

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Starting Overseas Housing Allowance (OHA), Continued

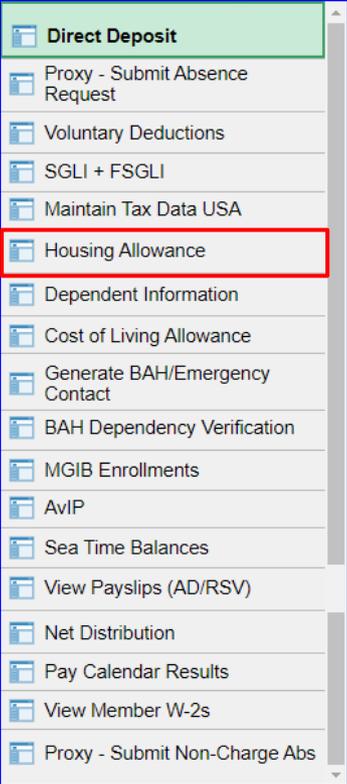
Auditing Standards

[Email ALSPO B/19](#) implemented a standard business process for submitting and validating pay transactions entered by Servicing Personnel Officers (SPOs). See the following user guides for navigating, identifying, and researching pay transactions:

- [Pay Calculation Results](#)
- [One Time Positive Input \(OTPI\)](#)
- [Element Assignment by Payee \(EABP\)](#)

Procedures

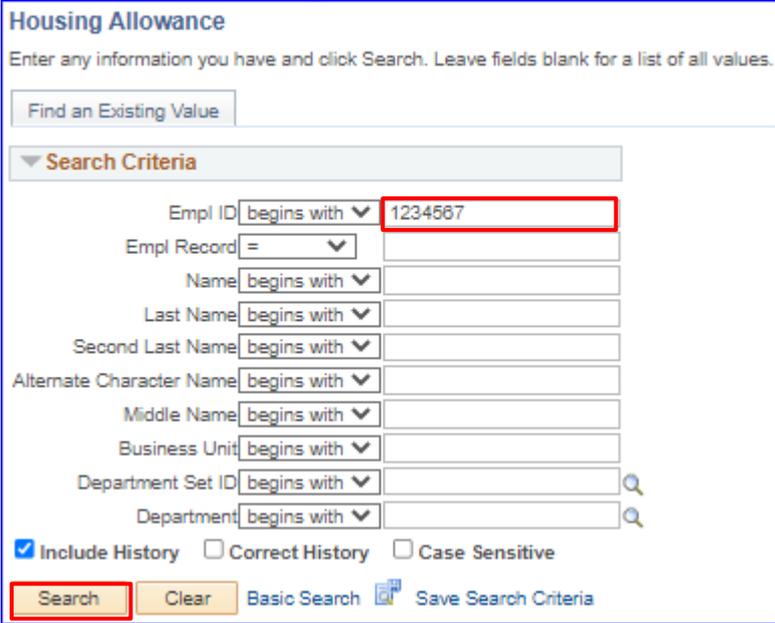
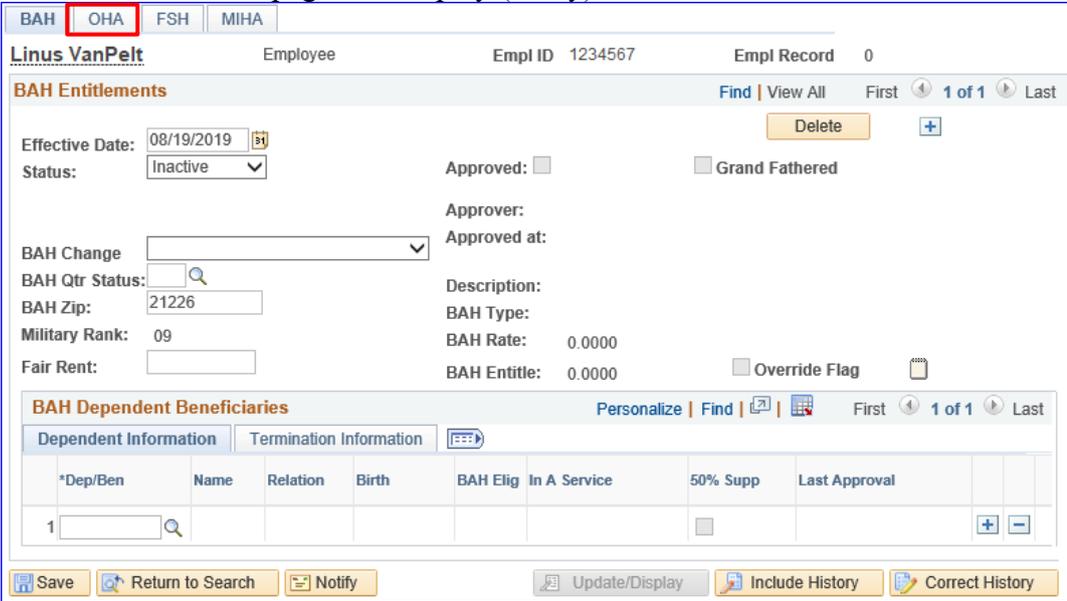
See below.

Step	Action
1	<p>Click on the Active/Reserve Pay Tile.</p> 
1.5	<p>Select the Housing Allowance option.</p> 

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Starting Overseas Housing Allowance (OHA), Continued

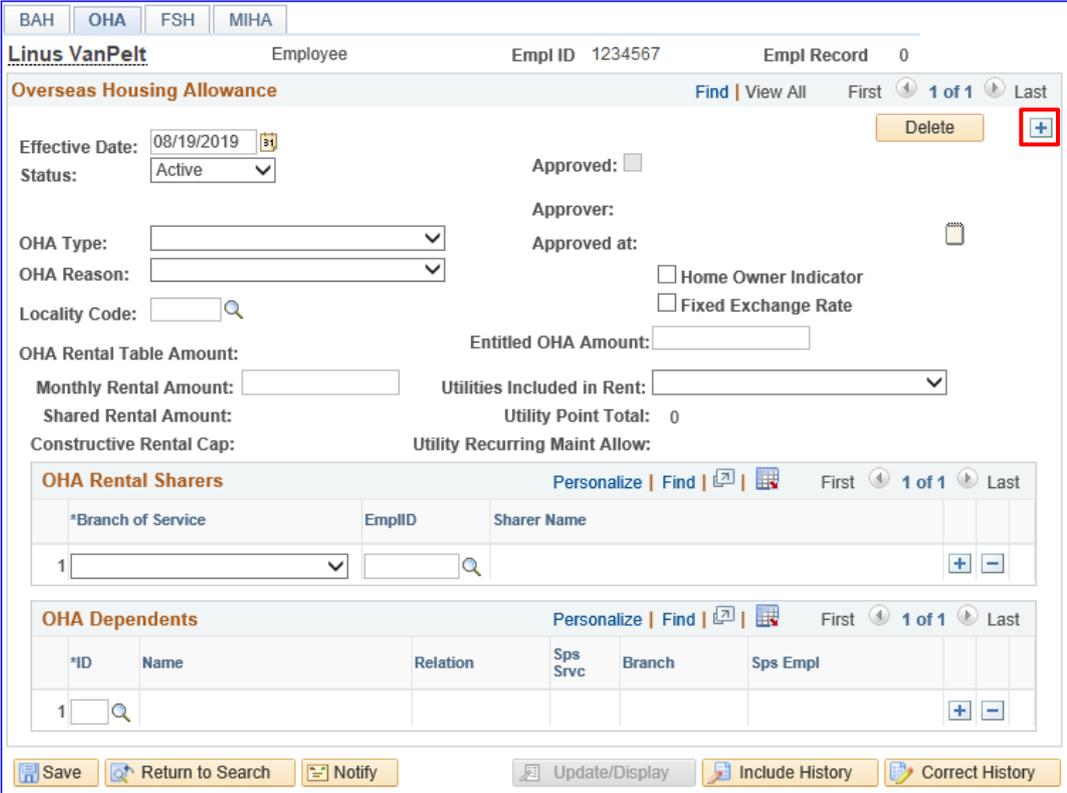
Procedures,
continued

Step	Action
2	<p>Enter the member's Empl ID and click Search.</p> 
3	<p>The member's BAH page will display (if any). Select the OHA tab.</p> 

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Starting Overseas Housing Allowance (OHA), Continued

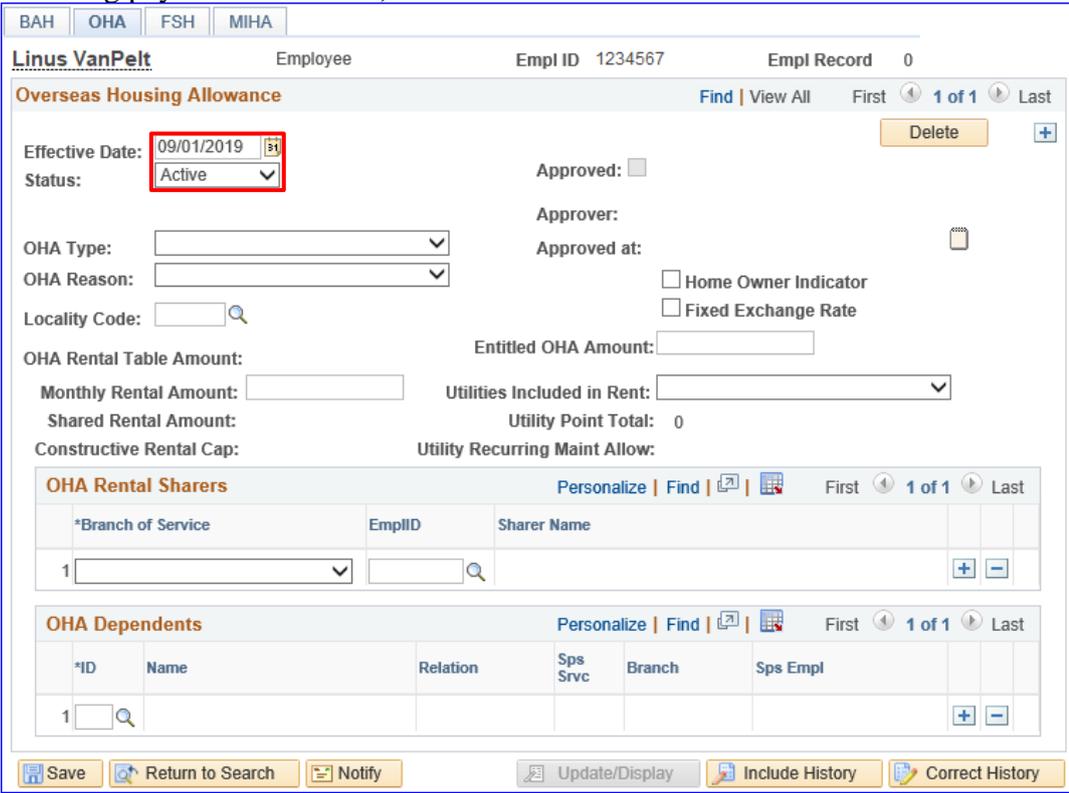
Procedures,
continued

Step	Action
4	<p>The member's current OHA information will display (if any). If the page is blank (as shown below), continue with Step 5. If the member has an existing OHA row, click the (+) button to add a new row.</p> 

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Starting Overseas Housing Allowance (OHA), Continued

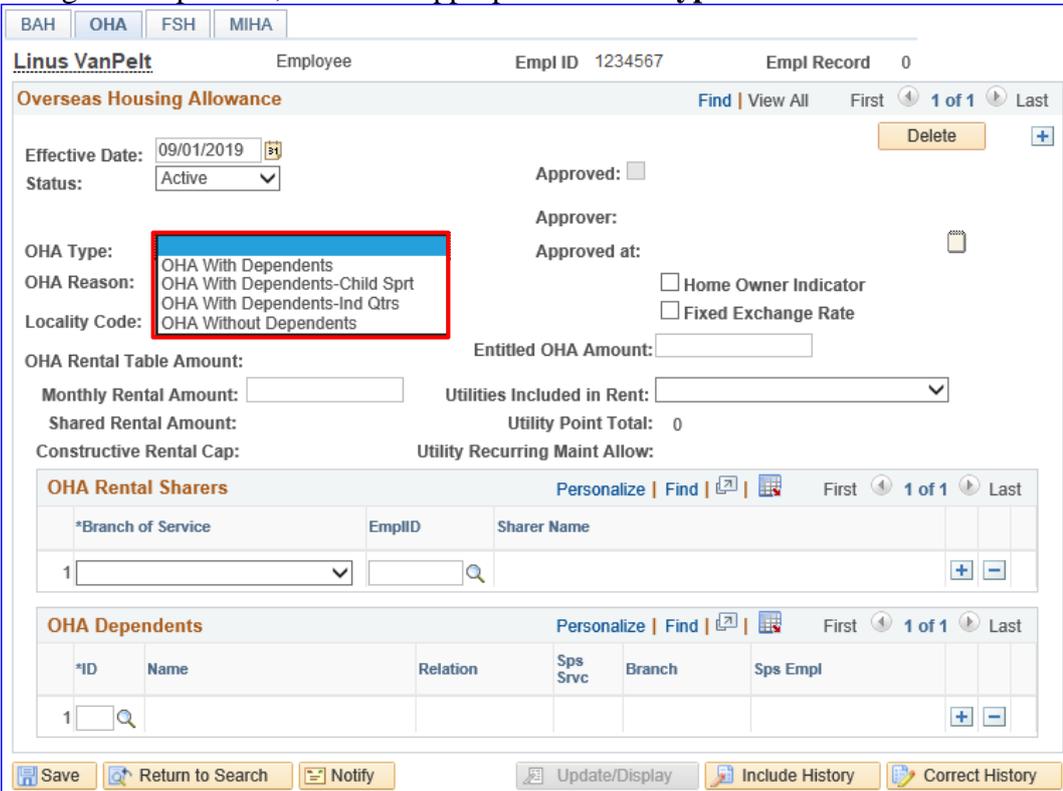
Procedures,
continued

Step	Action
5	<p>Enter the Effective Date of the signed rental/lease/purchase agreement. Ensure the Status indicates Active (Inactive indicates the member is not currently receiving pay and allowances).</p>  <p>The screenshot displays the OHA form for Linus VanPelt (Employee, Empl ID 1234567, Empl Record 0). The 'Effective Date' is set to 09/01/2019 and the 'Status' is 'Active'. The form includes sections for 'OHA Rental Sharers' and 'OHA Dependents'. At the bottom, there are buttons for 'Save', 'Return to Search', 'Notify', 'Update/Display', 'Include History', and 'Correct History'.</p>

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Starting Overseas Housing Allowance (OHA), Continued

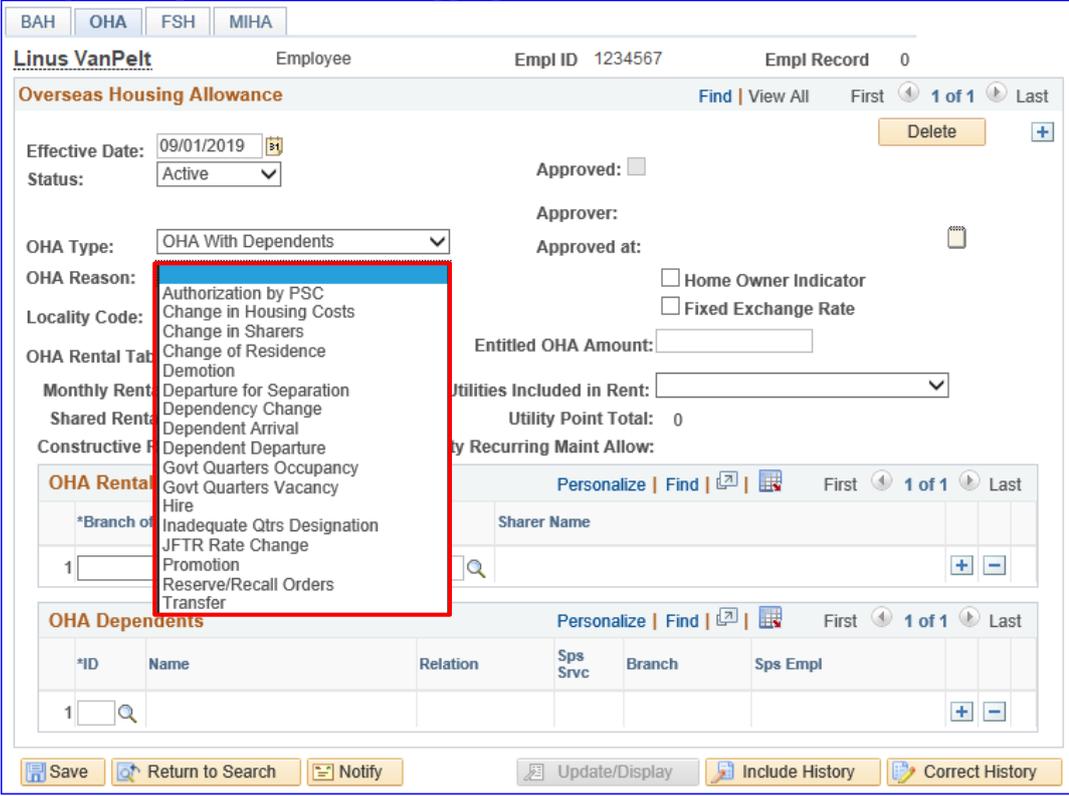
Procedures,
continued

Step	Action
6	<p>Using the drop-down, select the appropriate OHA Type.</p>  <p>The screenshot shows the 'Overseas Housing Allowance' form for employee Linus VanPelt (Empl ID 1234567). The 'OHA Type' dropdown menu is highlighted with a red box, showing the following options: 'OHA With Dependents', 'OHA With Dependents-Child Sprt', 'OHA With Dependents-Ind Qtrs', and 'OHA Without Dependents'. Other fields include Effective Date (09/01/2019), Status (Active), and various amount and utility fields.</p>

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Starting Overseas Housing Allowance (OHA), Continued

Procedures,
continued

Step	Action
7	<p>Using the drop-down, select the appropriate OHA Reason.</p>  <p>The screenshot shows the OHA system interface for employee Linus VanPelt (Empl ID 1234567). The 'OHA Reason' dropdown menu is open, displaying a list of reasons including: Authorization by PSC, Change in Housing Costs, Change in Sharers, Change of Residence, Demotion, Departure for Separation, Dependency Change, Dependent Arrival, Dependent Departure, Govt Quarters Occupancy, Govt Quarters Vacancy, Hire, Inadequate Qtrs Designation, JFTR Rate Change, Promotion, Reserve/Recall Orders, and Transfer. The dropdown is highlighted with a red box.</p>

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Starting Overseas Housing Allowance (OHA), Continued

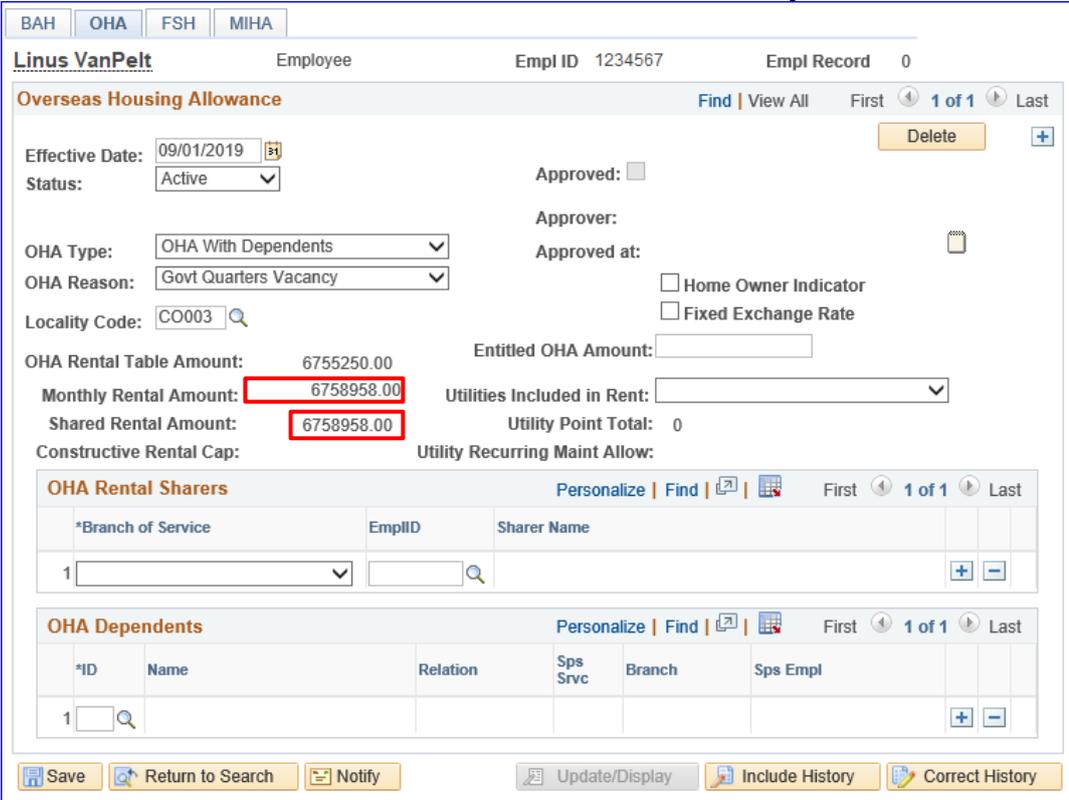
Procedures,
continued

Step	Action																																																																																					
8	<p>Using the lookup, select the appropriate Locality Code. Upon selection of the Locality Code, the OHA Rental Table Amount will auto-populate (this should match the amount shown in the Appendix K OHA Tables for the member's rank/paygrade listed in Job Data).</p> <div data-bbox="327 589 1388 1377"> </div> <div data-bbox="327 1400 1388 1937"> <p style="text-align: center;">MEMBERS WITH DEPENDENTS - RENTAL ALLOWANCES (COLOMBIAN PESO / MONTH) (MEMBERS WITHOUT DEPENDENTS, MULTIPLY ALLOWANCE BY 90%)</p> <table border="1"> <thead> <tr> <th>LOCALITY</th> <th>LOCALITY CODE</th> <th>O6</th> <th>W5/ O5</th> <th>O3E/ W3/W4/ O4</th> <th>O2E/O1E/ W2/ O3</th> <th>W1/ O2</th> <th>O1</th> </tr> </thead> <tbody> <tr> <td>COLOMBIA:</td> <td>CO</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>BOGOTA</td> <td>001</td> <td>16544273</td> <td>16544273</td> <td>14784158</td> <td>14236596</td> <td>13039200</td> <td>13039200</td> </tr> <tr> <td>CARTAGENA</td> <td>003</td> <td>11290292</td> <td>10749370</td> <td>10749370</td> <td>10749370</td> <td>7764660</td> <td>7764660</td> </tr> <tr> <td>OTHER</td> <td>999</td> <td>7621417</td> <td>7621417</td> <td>7621417</td> <td>7621417</td> <td>6855213</td> <td>6855213</td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th>LOCALITY</th> <th>LOCALITY CODE</th> <th>E9</th> <th>E8</th> <th>E7</th> <th>E6</th> <th>E5</th> <th>E4</th> <th>E2/E1 E3</th> </tr> </thead> <tbody> <tr> <td>COLOMBIA:</td> <td>CO</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>BOGOTA</td> <td>001</td> <td>14784158</td> <td>14236596</td> <td>14236596</td> <td>14236596</td> <td>13039200</td> <td>13039200</td> <td>13039200</td> </tr> <tr> <td>CARTAGENA</td> <td>003</td> <td>10749370</td> <td>10749370</td> <td>10749370</td> <td>10749370</td> <td>7764660</td> <td>6755250</td> <td>6755250</td> </tr> <tr> <td>OTHER</td> <td>999</td> <td>7621417</td> <td>7621417</td> <td>7621417</td> <td>7621417</td> <td>6855213</td> <td>6030630</td> <td>6030630</td> </tr> </tbody> </table> </div>	LOCALITY	LOCALITY CODE	O6	W5/ O5	O3E/ W3/W4/ O4	O2E/O1E/ W2/ O3	W1/ O2	O1	COLOMBIA:	CO							BOGOTA	001	16544273	16544273	14784158	14236596	13039200	13039200	CARTAGENA	003	11290292	10749370	10749370	10749370	7764660	7764660	OTHER	999	7621417	7621417	7621417	7621417	6855213	6855213	LOCALITY	LOCALITY CODE	E9	E8	E7	E6	E5	E4	E2/E1 E3	COLOMBIA:	CO								BOGOTA	001	14784158	14236596	14236596	14236596	13039200	13039200	13039200	CARTAGENA	003	10749370	10749370	10749370	10749370	7764660	6755250	6755250	OTHER	999	7621417	7621417	7621417	7621417	6855213	6030630	6030630
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Starting Overseas Housing Allowance (OHA), Continued

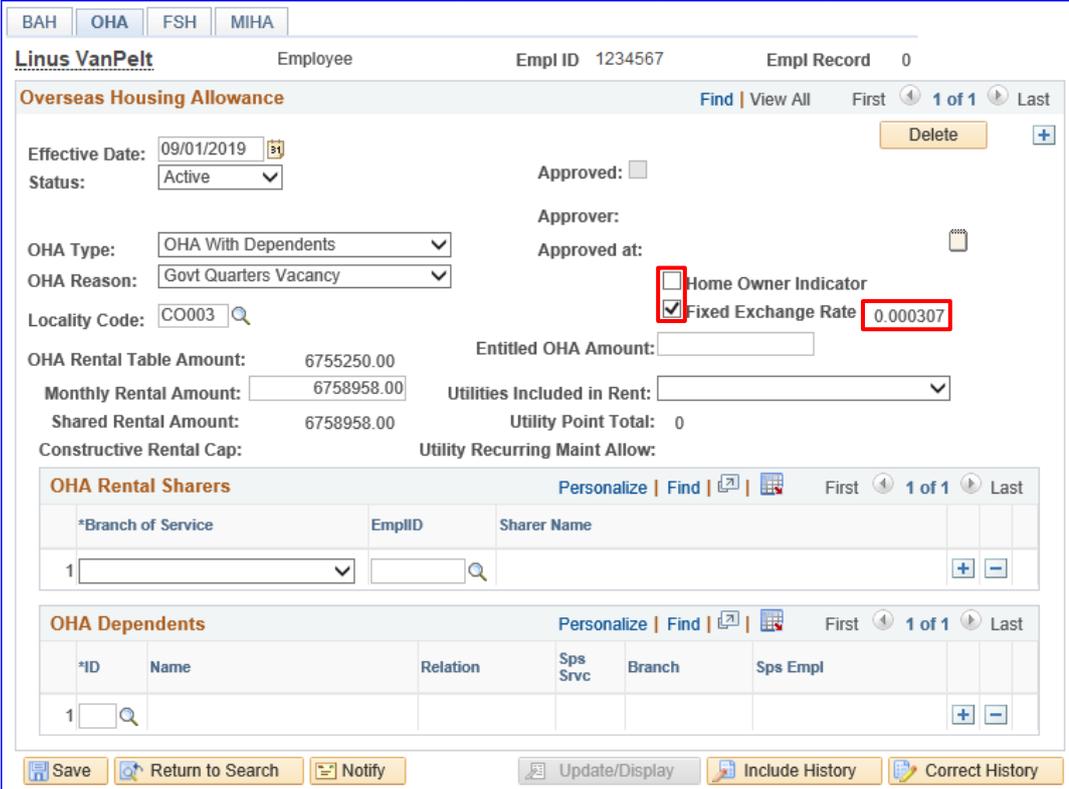
Procedures,
continued

Step	Action
9	<p>Enter the Monthly Rental Amount as it is identified on the rental/lease/purchase agreement (see NOTE below) and press the Tab key; this will auto-populate the Shared Rental Amount. If the amount provided in the rental/lease/purchase agreement is listed in foreign currency, do NOT convert to US dollars – leave as foreign currency.</p> <p>NOTE: If the predominant form of currency is the local foreign currency but the rental agreement was negotiated in US dollars, the rental amount must be converted to foreign currency and entered into DA. The Fixed Exchange Rate must also be selected (see Step 10).</p> <p>For example, a member stationed in Cartagena, Columbia agreed to pay his landlord \$2075 US dollars each month. Because the predominant currency in Columbia is the Columbian Peso, the rental amount must be entered in DA in Columbian Pesos. To calculate the foreign currency, divide the rental amount by the rate of exchange (found on the OHA Tables in Appendix K): $\\$2075 / 0.000307 = 6758957.654 = 6758958$ is entered as the Monthly Rental Amount.</p> 

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Starting Overseas Housing Allowance (OHA), Continued

Procedures,
continued

Step	Action
<p>10</p>	<p>If the member is the homeowner, check the Home Owner Indicator box.</p> <p>The Fixed Exchange Rate box should only be checked if the rental/lease/purchase agreement is utilizing a fixed exchange rate. If a Fixed Exchange Rate box is checked but a fixed exchange rate is not being utilized, this could result in significant under/over payments to the member.</p> <p>For example, this member negotiated their lease in US dollars that was converted into the local foreign currency using the rate of exchange in place at the time of conversion. In this scenario, the Fixed Exchange Rate box should be checked to ensure the member receives the equivalent of the rent in US dollars vice the foreign currency that can fluctuate from pay period to pay period.</p> <p>NOTE: The Appendix K OHA tables display the most current rates of exchange. The Effective Date will reflect the last time the country's rates were updated. It is important to understand that while rates are reviewed bi-weekly, if there are no changes to the rate of exchange, the Effective Date will not change until the rate of exchange changes. In this example, the member's Effective Date of OHA is September 1st, but the OHA tables reflect an Effective Date of August 1st. This is because Columbia's rate of exchange has not changed since August 1st, 2019.</p> 

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Starting Overseas Housing Allowance (OHA), Continued

Procedures,
continued

Step	Action
10 cont.	<p style="text-align: center;">*COLOMBIA HOUSING ALLOWANCES EFFECTIVE 01 AUGUST 2019</p> <p>CLIMATE CODES: 2 , FOR LOCALITY CODE 001 AND 3 , FOR LOCALITY CODES 003 AND 999.</p> <p>UTILITY/RECURRING MAINTENANCE ALLOWANCE: 2050232 MOVE-IN HOUSING ALLOWANCE (MIHA)/MISCELLANEOUS: 888205 RATE OF EXCHANGE: \$0.000307</p>

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Starting Overseas Housing Allowance (OHA), Continued

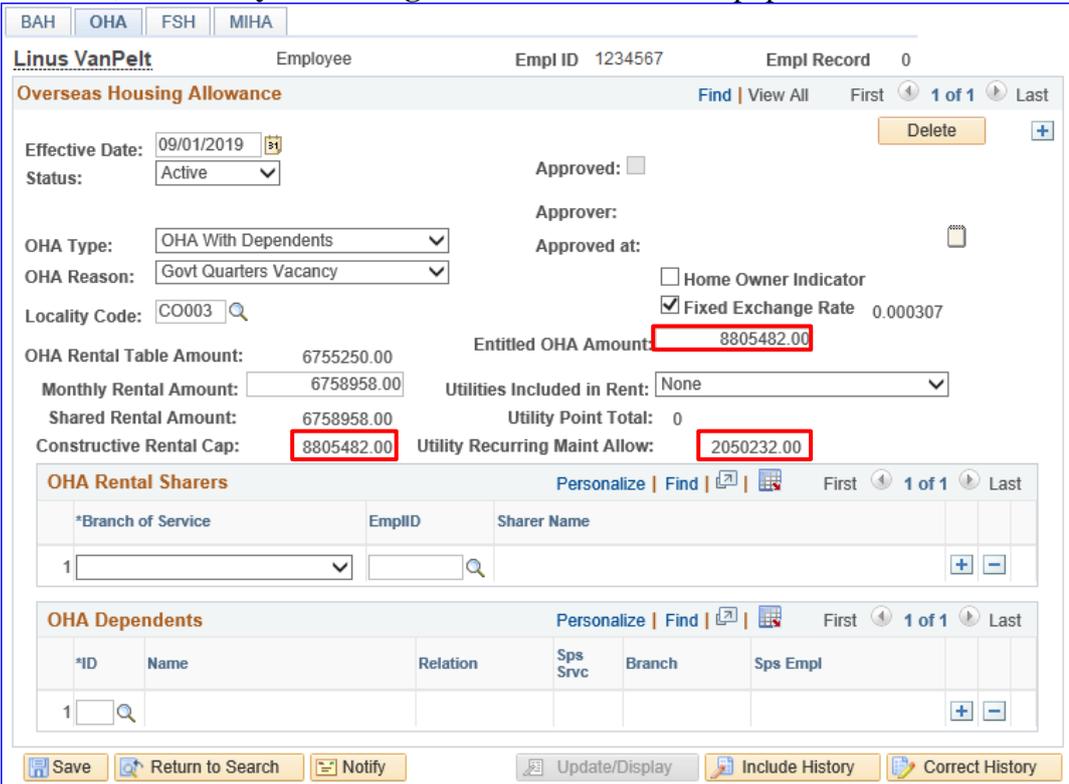
Procedures,
continued

Step	Action																								
11	<p>Using the drop-down, select the appropriate Utilities Included in Rent option as indicated in the rental/lease/purchase agreement.</p> <p>NOTE: If the ‘Some’ option is selected, the Utility Point Total must be entered before continuing. This is based on the Climate Code and the total Climate Code Utility Points assigned (see 100503.B.2.b of reference b).</p> <div data-bbox="327 667 1396 1451" style="border: 1px solid black; padding: 5px;"> </div> <div data-bbox="327 1473 1050 1664" style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p style="text-align: center;">*COLOMBIA HOUSING ALLOWANCES EFFECTIVE 01 AUGUST 2019</p> <p>CLIMATE CODES: 2 , FOR LOCALITY CODE 001 AND 3 , FOR LOCALITY CODES 003 AND 999.</p> <p>UTILITY/RECURRING MAINTENANCE ALLOWANCE: 2050232 MOVE-IN HOUSING ALLOWANCE (MIHA)/MISCELLANEOUS: 888205 RATE OF EXCHANGE: \$0.000307</p> </div> <div data-bbox="327 1686 1396 1899" style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p style="text-align: center;">Table 10-23. Climate Code Utility Points</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Utility</th> <th>Code 3 – Hot</th> <th>Code 2 – Moderate</th> <th>Code 1 – Cold</th> </tr> </thead> <tbody> <tr> <td>Electricity</td> <td style="text-align: center;">3</td> <td style="text-align: center;">3</td> <td style="text-align: center;">3</td> </tr> <tr> <td>Heating</td> <td style="text-align: center;">1</td> <td style="text-align: center;">2</td> <td style="text-align: center;">3</td> </tr> <tr> <td>Air Conditioning</td> <td style="text-align: center;">3</td> <td style="text-align: center;">2</td> <td style="text-align: center;">1</td> </tr> <tr> <td>Water</td> <td style="text-align: center;">1</td> <td style="text-align: center;">1</td> <td style="text-align: center;">1</td> </tr> <tr> <td>Trash Disposal</td> <td style="text-align: center;">1</td> <td style="text-align: center;">1</td> <td style="text-align: center;">1</td> </tr> </tbody> </table> </div>	Utility	Code 3 – Hot	Code 2 – Moderate	Code 1 – Cold	Electricity	3	3	3	Heating	1	2	3	Air Conditioning	3	2	1	Water	1	1	1	Trash Disposal	1	1	1
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Trash Disposal	1	1	1																						

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Starting Overseas Housing Allowance (OHA), Continued

Procedures,
continued

Step	Action
12	<p>Upon completion of Steps 9 – 10, the Constructive Rental Cap, Entitled OHA Amount, and Utility Recurring Maint Allow will auto-populate.</p>  <p>The screenshot displays the OHA system interface for Linus VanPelt (Employee ID 1234567). The main section, 'Overseas Housing Allowance', shows the following details:</p> <ul style="list-style-type: none"> Effective Date: 09/01/2019 Status: Active OHA Type: OHA With Dependents OHA Reason: Govt Quarters Vacancy Locality Code: CO003 OHA Rental Table Amount: 6755250.00 Monthly Rental Amount: 6758958.00 Shared Rental Amount: 6758958.00 Constructive Rental Cap: 8805482.00 Entitled OHA Amount: 8805482.00 Utilities Included in Rent: None Utility Point Total: 0 Utility Recurring Maint Allow: 2050232.00 <p>Additional features include 'OHA Rental Sharers' and 'OHA Dependents' sections, each with a table for managing entries. The interface also includes navigation and action buttons such as 'Save', 'Return to Search', 'Notify', 'Update/Display', 'Include History', and 'Correct History'.</p>

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Starting Overseas Housing Allowance (OHA), Continued

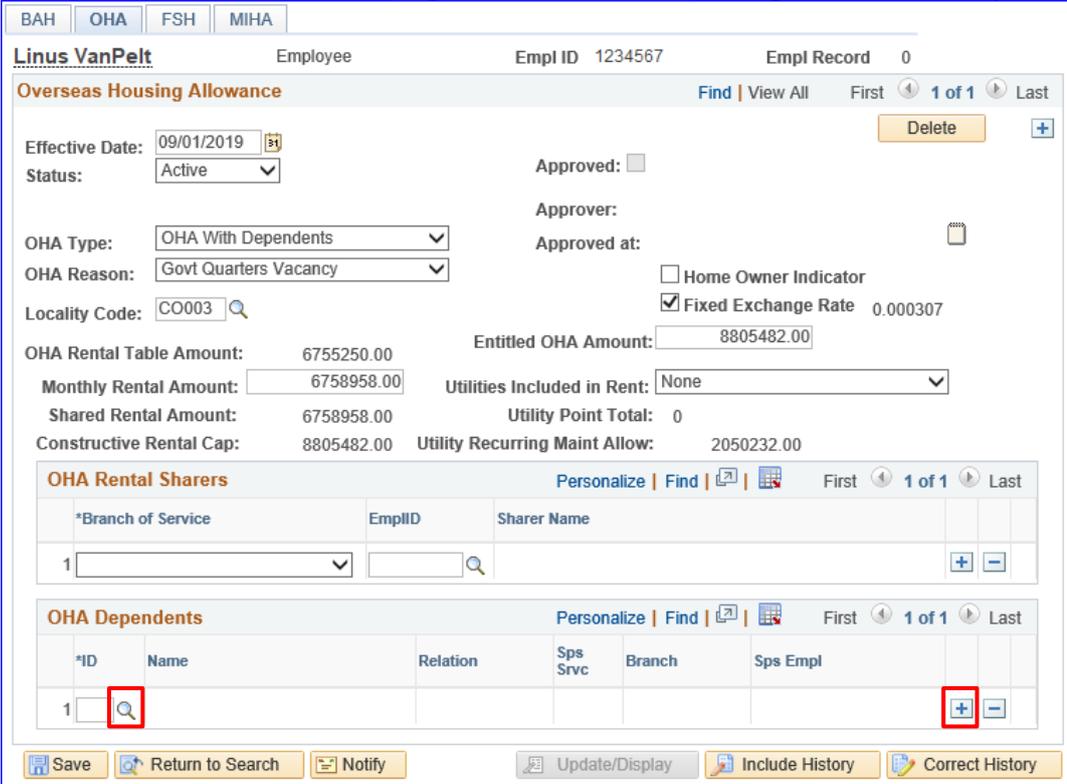
Procedures,
continued

Step	Action												
13	<p>If the member is sharing the residence/rent/expenses with another person (that is not their dependent), enter the OHA Rental Sharers information as appropriate. Using the drop-down, select the appropriate Branch of Service. If the OHA Rental Sharer is a Coast Guard member, enter their EmplID.</p> <p>NOTE: Only select Not Applicable if sharing rent with a non-military person.</p> <div data-bbox="327 674 1396 1234" style="border: 1px solid black; padding: 5px;"> <p>OHA Rental Sharers Personalize Find First 1 of 1 Last</p> <table border="1"> <thead> <tr> <th>*Branch of Service</th> <th>EmplID</th> <th>Sharer Name</th> </tr> </thead> <tbody> <tr> <td>1 <input type="text" value=""/> <input type="text" value=""/></td> <td><input type="text" value=""/></td> <td><input type="text" value=""/></td> </tr> </tbody> </table> <ul style="list-style-type: none"> Air Force Regular Air Force Reserve Air National Guard Army National Guard Army Regular Army Reserve Coast Guard Regular Coast Guard Reserve Marine Corps Regular Marine Corps Reserve NOAA National Guard Navy Regular Navy Reserve Not Applicable The Public Health Service </div> <p>If OHA Rental Sharer(s) are entered, the Shared Rental Amount, Constructive Rental Cap, Entitled OHA Amount, and Utility Recurring Maint Allow will be reduce based on the number of OHA Rental Sharers entered.</p> <div data-bbox="327 1384 1396 1675" style="border: 1px solid black; padding: 5px;"> <p>OHA Rental Table Amount: 6755250.00 Entitled OHA Amount: <input type="text" value="4404595.00"/></p> <p>Monthly Rental Amount: <input type="text" value="6758958.00"/> Utilities Included in Rent: <input type="text" value="None"/></p> <p><input type="text" value="3379479.00"/> Utility Point Total: 0</p> <p><input type="text" value="7780366.00"/> <input type="text" value="1025116.00"/></p> <p>OHA Rental Sharers Personalize Find First 1 of 1 Last</p> <table border="1"> <thead> <tr> <th>*Branch of Service</th> <th>EmplID</th> <th>Sharer Name</th> </tr> </thead> <tbody> <tr> <td>1 <input type="text" value="Coast Guard Regular"/></td> <td><input type="text" value="4567890"/></td> <td><input type="text" value="Snoopy"/></td> </tr> </tbody> </table> </div>	*Branch of Service	EmplID	Sharer Name	1 <input type="text" value=""/> <input type="text" value=""/>	<input type="text" value=""/>	<input type="text" value=""/>	*Branch of Service	EmplID	Sharer Name	1 <input type="text" value="Coast Guard Regular"/>	<input type="text" value="4567890"/>	<input type="text" value="Snoopy"/>
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Starting Overseas Housing Allowance (OHA), Continued

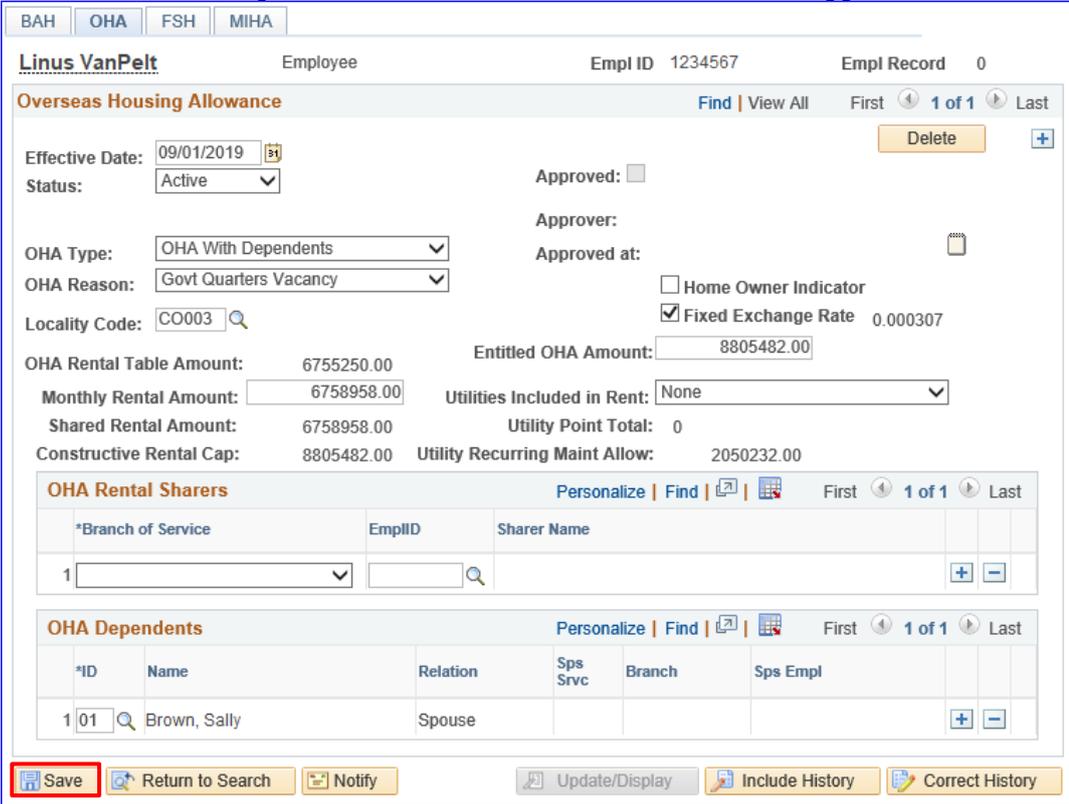
Procedures,
continued

Step	Action																
14	<p>If the member has OHA eligible dependents: using the OHA Dependents ID lookup, select the Dependent to be added. To add additional OHA eligible dependents, click the Plus button.</p> <p>NOTE: Only BAH eligible dependents will be displayed in the Search Results. If the member has OHA authorized dependents that are not showing in the Search Results, review the member's Dependent Information and update as necessary.</p>  <p>The screenshot shows the OHA setup page for Linus VanPelt. The 'OHA Dependents' table has a search icon and a plus button highlighted with a red box. Below the screenshot is a 'Search Results' table with one entry highlighted in red:</p> <table border="1" data-bbox="327 1534 1394 1792"> <thead> <tr> <th>Dependent/Beneficiary ID</th> <th>Name</th> <th>Last Name</th> <th>First Name</th> <th>Second Last Name</th> <th>Alternate Character Name</th> <th>Relationship to Employee</th> <th>Dependent Beneficiary Type</th> </tr> </thead> <tbody> <tr> <td>01</td> <td>Brown, Sally</td> <td>Brown</td> <td>Sally</td> <td>(blank)</td> <td>(blank)</td> <td>Spouse</td> <td>Dep/Benef</td> </tr> </tbody> </table>	Dependent/Beneficiary ID	Name	Last Name	First Name	Second Last Name	Alternate Character Name	Relationship to Employee	Dependent Beneficiary Type	01	Brown, Sally	Brown	Sally	(blank)	(blank)	Spouse	Dep/Benef
Dependent/Beneficiary ID	Name	Last Name	First Name	Second Last Name	Alternate Character Name	Relationship to Employee	Dependent Beneficiary Type										
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Continued on next page

Starting Overseas Housing Allowance (OHA), Continued

Procedures,
continued

Step	Action												
<p>15</p>	<p>Review the OHA row to ensure all information has been entered correctly. Click Save. The OHA request will be forwarded to the SPO tree for approval.</p>  <p>The screenshot displays the OHA form for Linus VanPelt (Employee, Empl ID 1234567). The form includes the following details:</p> <ul style="list-style-type: none"> Effective Date: 09/01/2019 Status: Active OHA Type: OHA With Dependents OHA Reason: Govt Quarters Vacancy Locality Code: CO003 OHA Rental Table Amount: 6755250.00 Monthly Rental Amount: 6758958.00 Shared Rental Amount: 6758958.00 Constructive Rental Cap: 8805482.00 Approved: <input type="checkbox"/> Approved at: [Empty] Home Owner Indicator: <input type="checkbox"/> Fixed Exchange Rate: <input checked="" type="checkbox"/> 0.000307 Entitled OHA Amount: 8805482.00 Utilities Included in Rent: None Utility Point Total: 0 Utility Recurring Maint Allow: 2050232.00 <p>The OHA Rental Sharers table is currently empty. The OHA Dependents table contains one entry:</p> <table border="1"> <thead> <tr> <th>*ID</th> <th>Name</th> <th>Relation</th> <th>Sps Svc</th> <th>Branch</th> <th>Sps Empl</th> </tr> </thead> <tbody> <tr> <td>1 01</td> <td>Brown, Sally</td> <td>Spouse</td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>At the bottom of the form, the Save button is highlighted with a red box.</p>	*ID	Name	Relation	Sps Svc	Branch	Sps Empl	1 01	Brown, Sally	Spouse			
*ID	Name	Relation	Sps Svc	Branch	Sps Empl								
1 01	Brown, Sally	Spouse											
<p>16</p>	<p>Per Email ALSPO B/19, once the OHA request has been approved, it is important to review the member’s Pay Calculation Results ensure the pay transaction processed correctly. Please see the Pay Calculation Results user guide for more information on navigating, reviewing, and validating pay transactions.</p>												