



United States Department of the Interior

FISH AND WILDLIFE SERVICE
Washington, D.C. 20240



APR 08 2011

In Reply Refer To:
FWS/DFM/047989

Memorandum

To: Service Directorate

Acting

From: Assistant Director and Chief Financial Officer – Business Management and Operations

Subject: Shipment of Privately-Owned Vehicles (POV) during a Permanent Change of Station Move

The purpose of this memorandum is to remind Service offices that the entitlement for shipment of POVs during a Permanent Change of Station (PCS) move must be properly justified for CONUS moves in the employee's travel authorization. As detailed in Chapter 6 of the Service's *Employees on the Move Handbook*, the gaining supervisor may authorize shipment of a POV for new and transferred employees in PCS moves within the continental United States (CONUS).

For CONUS moves, shipment of a POV is permitted only if needed to expedite the arrival of the employee at the new duty station. Once an employee has driven a POV to the new official station, there can be no justification for shipping another POV to the new station. An employee's family may drive a second POV to the new station if they leave at a later time and transportation of the family by a second POV has been determined to be advantageous to the government. Neither a single nor a married employee can drive a POV to the new station and then ship one. Merely having two or more POVs is not sufficient justification for shipping one of them at Government expense.

It is imperative that PCS entitlements are correctly identified in the employee's PCS travel authorization prior to the employee incurring any relocation expense. The Federal Travel Regulation and the Civilian Board of Contract Appeals (CBCA) do not grant financial relief to employees that incurred expenditures for PCS entitlements incorrectly authorized on their travel authorization.

If you are unsure whether a shipment meets the requirements, please contact your PCS Coordinator in the Regional Budget and Finance Office. For policy questions relating to this memorandum, please contact Tom Angus, Chief, National Financial Policy and Analysis Branch, Division of Financial Management at (703) 358-2182.

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