

UNITED STATES DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEALTH INSPECTION SERVICE

APHIS DIRECTIVE 416.2

5/14/73

ALLOWANCES AND DIFFERENTIALS PAYABLE TO EMPLOYEES STATIONED
IN FOREIGN COUNTRIES

I. PURPOSE

This Directive:

- A. Provides for payment of allowances and differentials to employees assigned to duty in foreign countries.
- B. Specifies conditions under which an employee may receive foreign allowances and differentials when he is detailed from a position in which he is eligible for nonforeign Allowance and differential.

ARS AM 416.1 is discontinued for APHIS use.

2. GENERAL

Rates of differentials and allowances and conditions of eligibility are prescribed by the Secretary of State. Information covering specific cases may be obtained from the Personnel Division (PD) or from the Servicing Personnel Office (SPO).

3. ALLOWANCES AND DIFFERENTIALS

Allowances and differentials are paid to employees assigned to duty in foreign countries to compensate them for the cost of living quarters, to equalize living costs, and for other reasons given in this Section.

- A Differential. A salary differential rate not to exceed 25 percent of the basic established for employees assigned to foreign posts is payable when:
 - (1) Living conditions are extraordinarily difficult.
 - (2) There exists excessive physical hardship.
 - (3) Notably unhealthy conditions prevail.

B Allowances.

- (1) Living-Quarters Allowances are paid to employees stationed in a foreign country to cover the cost of living quarters (including heat, fuel, light, gas, and electricity), when living quarters in a Government-owned or -rented building are not available for use by and without cost to the employee.
- (2) Cost-of-Living Allowances. The types of cost-of-living allowances which may be granted employees stationed at foreign posts and the conditions of eligibility for each are shown below:

Types	Conditions of Eligibility
Post Allowance	The cost of living at a post abroad is so high that an allowance is necessary to enable the employee to carry on his work efficiently.
Transfer Allowance	Extraordinary and necessary expenses deemed incident to the establishment of his residence at the employee's post of assignment.
Separate Maintenance Allowance	An employee is compelled to meet the additional expense of maintaining his wife and/or minor children in a location other than the country of his assignment (a) for the convenience of the Government, or (b) because of dangerous, notably unhealthy, or extremely adverse living conditions at his post abroad.
Education Allowance	An employee must incur extraordinary and necessary expenses, not otherwise compensable, in providing adequate elementary and secondary education for his dependent children.

4. DETERMINING ALLOWANCE RATES

- A The Budget and Finance Division (BFD) is responsible for determining the proper rates of allowances payable to employees (other than those whose allowances are determined by the Department of State) and for obtaining necessary approval of such rates.
- B Employees stationed abroad and others must send to BFD, through the SPO, a properly executed SF-1190, Foreign Allowances Application, Grant and Report, and any other information deemed necessary by BFD to determine the appropriate rates of allowances.

5. USE OF SF-1190

SF-1190 is used to apply for any allowance listed in Block 29 on the form except for post differential. Employees should submit SF-1190:

- A Upon arrival at a foreign post.
- B Whenever a change in an allowance is appropriate under the regulations.
- C When an additional allowance is requested or an entitlement to one ceases.
- D When requested to do so by the SPO or by the official who authorizes allowances.

6. DURATION OF AUTHORIZED ALLOWANCES

The authorization of an allowance for an indefinite period is valid until revised or terminated.

7. DETAIL TO FOREIGN DIFFERENTIAL POST FROM POSITION IN WHICH EMPLOYEE IS ENTITLED TO NONFOREIGN ALLOWANCE

Such an employee should not be precluded from also receiving the foreign post differential. The aggregate amount of the two payments may not exceed 25 percent of the employee's basic compensation.

8. DETAIL TO FOREIGN DIFFERENTIAL POST FROM POSITION IN WHICH EMPLOYEE IS ENTITLED TO NONFOREIGN DIFFERENTIAL

- A When the position FROM which detailed is in the U.S. (i.e., in Alaska or Hawaii), the nonforeign differential will continue for the first 42 consecutive calendar days of the detail, including transit time. When the employee has attained 42 days in a pay status away from his nonforeign post of duty, he is thereafter paid the foreign differential for the post of detail but not for any time in transit.

- B When the position FROM which detailed is outside the U.S. (e.g., Guam or the Virgin Islands) the nonforeign differential will continue for the entire period of the detail, including periods of leave granted during the detail.

- C The nonforeign differential payable will, in any case, be reduced to a rate which, when added to the foreign post differential rate, will not result in a total rate of more than 25 percent of the employee's basic compensation.

/s/ John E. Carson
Acting Administrator