



# Money Matters



A Finance Office Publication for Moody Air Force Base

Volume 1, Issue 6

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*Operating under COVID-19 Conditions, Part 2*

## COVID-19 Resources and Information

### Travel Entitlement Questions

All up-to-date guidance on PCS, TDY, or leave entitlements may be found on myPers:

[https://mypers.af.mil/app/answers/detail/a\\_id/46624](https://mypers.af.mil/app/answers/detail/a_id/46624)

Guidance evolves and changes frequently! Scroll to the bottom of the page linked above, and click on the "Entitlements Matrix" and/or the "PCS Entitlements Questions and Answers During COVID-19" PDF files. If you still have questions, please don't hesitate to contact 23 CPTS via our org box or schedule a phone appointment at [23cpts.setmore.com](https://23cpts.setmore.com).

### BAS for Airmen in Dormitories

Effective 1 May 2020, approximately half of the Airmen in the dorms will go back on Essential Station Messing (ESM) and receive meal deductions. This change will reflect on their mid-month paycheck in May.

On 1 Jun 2020, the remainder of Airmen in dorms will be back on ESM. This will also reflect on their mid-month June paycheck.

First Sergeants will brief Airmen in their respective units on when the change will take place.

Firefighters, Honor Guard, Command Post, and all other members with an AF Form 220: Request, Authorization, and Pay Order: Basic Allowance for Subsistence (BAS) already on file will not be affected.

Finally, all Airmen who have arrived on station since 16 April have or will be placed on ESM and receive meal deductions.

### Special Leave Accrual

Effective 11 Mar 2020 through 30 Sep 2020, all military performing active service are authorized to accumulate annual leave in excess of 60 days (not to exceed 120 days) as shown on the end of month Sep 2020 Leave and Earnings Statement.

Such members are authorized to retain such unused leave until the end of FY23.

## Customer Service Under HPCON CHARLIE

- **Open Counter Hours/In-Person Appointments – Closed**  
- Finance org box is monitored daily. See below for details.
- **PCS In-Processing Briefings – Cancelled**  
- Submit PCS vouchers in e-Finance (through the AF Portal)
- **Retirements & Separations Briefings – Cancelled**  
- CPTS is working alongside MPF to process accordingly
- **Travel – Mission essential TDY & CED-generated orders/vouchers will continue to be processed**

### Helpful Finance Links:

Defense Travel Office: <https://www.defensetravel.dod.mil/>

Virtual Finance: Enter the Air Force Portal, scroll to "Finance & Travel" section, and select "Virtual Finance Page on AF Portal."

Defense Finance & Accounting Service: <https://www.dfas.mil/>

## PCS In-Processing Tutorial Videos

All incoming members should file their PCS vouchers through e-Finance, available through the Air Force Portal.

Tutorial videos on how to file your voucher will be available soon on the Moody Finance webpage.

Be on the look out for them at:

<https://www.moody.af.mil/About-Us/Units/23d-Wing/23d-Wing-Staff/Finance/>.

## Contact Us

For any questions or concerns regarding military pay, PCS, retirements/separations, etc., please e-mail our help desk at [moody.finance@us.af.mil](mailto:moody.finance@us.af.mil). You may also schedule a phone appointment at [23cpts.setmore.com](https://23cpts.setmore.com).

If you would like one of our technicians to call you, please leave your name, cell phone number, and a detailed description of your issue in your email.

### Hours of Operation:

Mon-Fri: 0900-1400

Mon-Fri: Phone Consultations (book on Setmore)

### Briefings:

All PCS In-Processing & Retirements/Separations briefings are cancelled until further notice.