

## WEIGHT LIMITS (JTR para 051304)

- ◆ **Effective 1 May 2014:**
  - ◆ Service member limited to: 2,000 lbs (**NO waiver exists**)
  - ◆ Spouse limited to: 500 lbs (prior approval required)
    - ◆ Items necessary for spouse employment or community support activity at the next destination
    - ◆ Excludes home schooling equipment/items
- ◆ **EXCEPTION:** If you moved Outside Continental US (OCONUS aka overseas) on orders issued prior to 1 May 2014 **AND** are now returning from OCONUS, PBP&E in excess of 2,000 lbs **MUST** have been originally shipped at government expense to the OCONUS location.

## TO START OR SUBMIT AN APPLICATION: [www.move.mil](http://www.move.mil)

Application step-by-step guidance :  
[www.navsup.navy.mil/household/dps](http://www.navsup.navy.mil/household/dps)

DPS Technical Assistance:  
DPS Service Response Center  
Phone: 1-800-462-2176 option 5  
Email: [usarmy.scott.sddc.mbx.g6-src-dps-hd@mail.mil](mailto:usarmy.scott.sddc.mbx.g6-src-dps-hd@mail.mil)

Transportation Office Locator:  
<https://www.move.mil/resources/locator-maps>

## HELPFUL LINKS

### IT'S YOUR MOVE PAMPHLETS

#### Armed Forces Member:

[https://www.ustranscom.mil/dtr/part-iv/dtr\\_part\\_iv\\_app\\_k\\_1.pdf](https://www.ustranscom.mil/dtr/part-iv/dtr_part_iv_app_k_1.pdf)

#### DOD Civilians:

[https://www.ustranscom.mil/dtr/part-iv/dtr\\_part\\_iv\\_app\\_k\\_2.pdf](https://www.ustranscom.mil/dtr/part-iv/dtr_part_iv_app_k_2.pdf)

#### Joint Travel Regulation (JTR), App A

[www.defensetravel.dod.mil/site/travelreg.cfm](http://www.defensetravel.dod.mil/site/travelreg.cfm)

#### Defense Transportation Regulation (DTR)

[www.ustranscom.mil/dtr/dtrp4.cfm](http://www.ustranscom.mil/dtr/dtrp4.cfm)



## PERSONAL PROPERTY / HOUSEHOLD GOODS

### MOVING PROFESSIONAL BOOKS, PAPER AND EQUIPMENT (PBP&E) (aka pro gear)



**Navy Assistance**  
Customer HHG website:  
<https://www.navsup.navy.mil/household>

Email: [householdgoods@navy.mil](mailto:householdgoods@navy.mil)

**Customer Contact Center:**  
855-HHG-MOVE (855-444-6683)

#### Social media links:

[www.facebook.com/navyhhg](http://www.facebook.com/navyhhg)  
[www.pinterest.com/navyhhg](http://www.pinterest.com/navyhhg)  
[www.youtube.com/navyhhg](http://www.youtube.com/navyhhg)  
[www.twitter.com/navyhhg](http://www.twitter.com/navyhhg)

#### USMC Assistance

Email: [usmcpersonalproperty@usmc.mil](mailto:usmcpersonalproperty@usmc.mil)

#### Facebook:

[www.facebook.com/usmchouseholdgoods](http://www.facebook.com/usmchouseholdgoods)

## PROFESSIONAL BOOKS, PAPER AND EQUIPMENT (PBP&E) IS: JTR App A

PBP&E are items needed for the performance of official duties at the next or a later destination, per JTR, Appendix A.

### PBP&E Items Include:

- ◆ Reference material not ordinarily available at the next permanent duty station;
- ◆ Instruments, tools, and equipment peculiar to technicians, mechanics, medical professionals, musicians and members of the professions;
- ◆ Specialized clothing such as diving suits, astronauts' suits, flying suits and helmets, band uniforms, chaplains' vestments, and other specialized apparel not normal or usual uniform or clothing;
- ◆ Communication equipment used by a DoD member or employee in association with the Military Auxiliary Radio System (MARS);
- ◆ Individually owned or specially issued field clothing and equipment; and
- ◆ Gov't or uniformed service owned accountable organizational clothing and individual equipment issued to the employee or member by the Service/ DoD COMPONENT for official use.

## PROFESSIONAL BOOKS, PAPER AND EQUIPMENT (PBP&E) IS

### **NOT:** JTR App A

- ◆ Commercial products for sale/ resale used in conducting business;
- ◆ Homeschool equipment/items;
- ◆ Sports equipment;
- ◆ Furniture of any kind, to include shop fixtures, even though used ICW the PBP&E (e.g., bookcases, desks, file cabinets, and racks);
- ◆ Personal computers and peripheral devices;
- ◆ Memorabilia including awards, plaques or other objects presented for past performance;
- ◆ Table service including flatware, dishes (including serving pieces, salvers and their heating units), other utensils, and glassware; and/ or
- ◆ Other items of a professional nature that are not necessary at the next/subsequent duty station
  - ◆ Text books from previous schools unrelated to future duties;
  - ◆ Personal books, even if used as part of a past professional reading program or course of instruction;
  - ◆ Reference material that ordinarily would be available at the next/subsequent duty station either in hard copy or on the Internet.

## MEMBER RESPONSIBILITY

- 1) Annotate on move application in Defense Personal Property System (DPS) with estimated weight.
- 2) PBP&E **MUST** be packed, marked and weighed separately by Transportation Service Provider (TSP, aka moving company).
- 3) **ENSURE** all PBP&E is properly identified on inventory sheets with item description, weight and marked as (Member Professional (MP) / Spouse Professional (SP)).
- 4) If PBP&E is **NOT** identified on the inventory sheet **PRIOR** to movement of items, it may **NOT** be declared afterwards.
- 5) **SPOUSE** items **MUST** be approved by local Personal Property Office **PRIOR** to items being packed. Spouse pro gear worksheet is located at: [https://www.navsup.navy.mil/public/navsup/hhg/pov/professional\\_gear/](https://www.navsup.navy.mil/public/navsup/hhg/pov/professional_gear/)