

SDDC-PP Advisory 16-0087

Date: 7 April 2016

From: AMSSD-PP, Scott AFB, 62225

To: Military Service Headquarters Representatives and Worldwide Personal Property Shipping Offices (PPSO)

Subject: Spouse Professional Books, Papers and Equipment (PBP&E)

1. Joint Travel Regulation (JTR) paragraph 5268 allows the Military Services to authorize spouse PBP&E not to exceed 500 pounds. The following Service processes must be followed to properly document authorization to ship spouse PBP&E:

Air Force Personnel: Service Member must identify "Spouse PBP&E" in the "Remarks" block on the DD Form 1299. No additional approval is required.

Army, Navy, Marines and Coast Guard Personnel: Must Complete the Spouse Professional Books, Papers, & Equipment (PBP&E) Worksheet and Submit to the Responsible Transportation Officer/Personal Property Shipping Office for Approval.

2. Please address questions regarding this advisory to the appropriate Service POC:

- a) USAF: PPA HQ/Personal Property Operations– [hqppa.psi.pps@us.af.mil](mailto:hqppa.psi.pps@us.af.mil)
- b) USA: APPLE - [usarmy.belvoir.imcom.list.jpowsa-apple2@mail.mil](mailto:usarmy.belvoir.imcom.list.jpowsa-apple2@mail.mil)
- c) USN: NAVSUP GLS - [householdgoods@navy.mil](mailto:householdgoods@navy.mil)
- d) USMC: Mr. Brian Imler – [brian.imler@usmc.mil](mailto:brian.imler@usmc.mil)
- e) USCG: Mr. Tony Pearson - [anthony.h.pearson@uscg.mil](mailto:anthony.h.pearson@uscg.mil)

3. This message was coordinated with the Military Services Headquarters and approved for release by Mr. Daniel Martinez, Business Process Division Chief, HQ SDDC.