



DEPARTMENT OF THE NAVY
OFFICE OF THE ASSISTANT SECRETARY
(MANPOWER AND RESERVE AFFAIRS)
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AUG 27 2021

MEMORANDUM FOR DEPUTY COMMANDANT, MANPOWER AND RESERVE
AFFAIRS

SUBJECT: Compliance with Directive-type Memorandum 18-007 – Conversion of DoD
Temporary Duty and Permanent Change of Station Lodging to Fully
Nonappropriated Fund Operations, Maintenance, and Construction

Reference: (a) Directive-type Memorandum (DTM) 18-007 - Conversion of DoD Temporary
Duty and Permanent Change of Station Lodging to Fully Nonappropriated Fund
Operations, Maintenance, and Construction
(b) Secretary of Navy Memorandum, July 14, 2020
(c) Department of the Navy Business Operations Plan 3.0, October 28, 2020

Pursuant to reference (a), the Marine Corps must establish a lodging program that allows for fiduciary accountability as well as financial solvency. Establishment of a separate and distinct Lodging Nonappropriated Fund Instrumentality would ensure compliance with the DTM and allow for auditability. Funding for the lodging program will be generated from room rates, set at the minimum amount necessary to ensure lodging operations are fully funded to meet all requirements to include facility recapitalization to attain or maintain DoD lodging adequacy standards.

In accordance with reference (b), Temporary Duty and Permanent Change of Station lodging must be consolidated into one lodging operation. The timeline, per reference (c), should reflect Initial Operational Capability by October 1, 2021, and Full Operational Capability by September 30, 2022.

My point of contact is Ms. Nancy L. Pasternack, Military Community and Family Policy, who can be reached at (703) 614-3572 or nancy.pasternack@navy.mil.

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