



DEPARTMENT OF THE ARMY
UNITED STATES ARMY EUROPE
UNIT 29351
APO AE 09014-9351

AEPE-CB

7 January 2015

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: New Deduction Rates Applicable to Civilian Support Employees for Participation in Subsistence and Accommodations Furnished by the Employer

1. References:

- a. AER 690-40, Civilian Support Administration, 28 September 2010.
- b. AR 420-1, Army Facilities Management, 24 August 2012.

2. This memorandum supersedes memorandum AEPE-CB, 11 MAR 2014, subject as above.

3. In accordance with the policy and procedures established in reference 1a, effective 1 January 2015, and by applying the government meal rates, published under <http://www.defensetravel.dod.mil/site/faqmeal.cfm>, payroll deductions for subsistence will be as follows:

<u>Meal</u>	<u>Daily Charges</u>
Breakfast	\$ 3.45
Lunch	\$ 5.55
Dinner	\$ 4.85
Total daily charge	\$ 13.85

The Federal Ministry for Finance (FMF) and the Foreign Forces Payroll Office (FFPO) have been accordingly informed in advance. The FFPO will determine the EURO charges for meals based on the average exchange rate ("amtlicher Mittelkurs") of the first workday after the month in which meals were consumed. Superintendents and supervisors of civilian support units will ensure that the number and type of meals consumed by employees are reported to the FFPO, in accordance with reference 1a, para 12b.

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4. Garrison Commanders are to be reminded of their responsibility to establish housing charges for civilian support employees based on actual operation and maintenance costs of housing facilities, in accordance with reference 1b, Chapter 3-116, para c (3), and (4). Superintendents and supervisors will ensure that new housing charges (EURO fees) are reported to CHRA-E on a request for personnel action (RPA). CHRA-E will prepare AE Form 690-70E and submit it to the FFPO.

5. Civilian support superintendents and supervisors will inform their local works council, as well as their employees, of the new rates.

6. HQ USAREUR, G1 CPD, POC is Mr. Martin Moser, 537-1536, e-mail martin.moser.ln@mail.mil.



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