

IMPORTANT: THIS MESSAGE MUST NOT BE ACCESSED ON GOVERNMENT TIME, PROPERTY, OR EQUIPMENT. DO NOT FORWARD IT TO ANY DODEA OR OTHER GOVERNMENT EMAIL ACCOUNT, OR TO INDIVIDUALS LIKELY TO VIEW IT WHILE ON GOVERNMENT DUTY OR SYSTEMS. ONLY VIEW THIS EMAIL USING A PERSONAL DEVICE, PERSONAL INTERNET CONNECTION, AND OUTSIDE OF DUTY HOURS.

Hi Member,

In This Issue

- Correction and Apology
- DoDEA Premium Travel Accommodation Timelines
- Relocation Income Tax Allowance
- 2025-2026 Overseas Pay Organizer

[Correction and Apology](#)

In last week's newsletter, we stated that ETs, SPED and Speech Assessors, and Office Automation Clerks were all ESP positions. This was incorrect. Only Office Automation Clerks are ESPs. ETs, SPED and Speech Assessors are certified educators.

We apologize for this mistake and appreciate your understanding as we work to provide accurate information to our members.

[Important Reminder on RAT Premium Seating Accommodation Timelines](#)

DoDEA and DoD recommend employees requesting RAT premium seating accommodations must submit a complete request package at least 16 weeks before travel, or as soon as official travel orders are received. This advance timeline is required unless the travel qualifies under extenuating or emergency circumstances outlined in the Joint Travel Regulations.

To help ensure the accuracy and completeness of each request, employees are strongly encouraged to contact and consult with the DoDEA Travel Accommodations Program Manager at Premium.Travel@DoDEA.edu as early as possible, even if travel orders have not yet been issued. This includes situations where travel is anticipated, such as a pending RAT authorization.

Once a complete and fully verified package is submitted, processing may take more than 16 weeks, depending on the specifics of the request. Early planning and early communication are critical to avoiding delays or financial risk to the traveler.

[Relocation Income Tax Allowance](#)

RITA stands for Relocation Income Tax Allowance. It is a reimbursement paid to federal employees to help offset the additional taxes they owe because most PCS relocation benefits are considered taxable income.

Since DFAS withholds federal taxes from PCS reimbursements and later establishes a debt, RITA helps return most of the extra federal, state, and local taxes caused by that taxable PCS income. In short, RITA helps make you financially whole after being taxed on your PCS move.

There are two ways to access RITA support:

- Through the RITA section on the DoDEA/DFAS PCS Tax Information webpage
- By submitting a Global Service Desk (GSD) ticket for RITA through the RM PCS GSD portal

Key PCS Tax Timeline

- September: Vendor payments begin processing
- October: Tax withholding processed and myPay notifications sent
- October to December: Advice of Payment and debt notifications issued
- January: Demand letters emailed
- February: Debt letters mailed

Employees should ensure their mailing address is current in myPay.

How the RITA Process Works

RITA helps reimburse most additional federal, state, and local taxes caused by taxable PCS income. The process follows a two-year timeline:

- Year 1: PCS payments are made and a Travel W-2 is issued
- Year 2: After filing your personal tax return, you must submit your RITA claim, typically within 120 days of the new year

If you received a Withholding Tax Allowance (WTA), filing for RITA is mandatory. Failure to file will result in a debt owed to DFAS. Final RITA payments are also taxable income and must be reported.

How to File RITA

RITA claims are submitted through DFAS SmartVoucher, not the IRS. Please contact DoDEA for the forms.

Also SmartVoucher can be accessed using your CAC or myPay login.

[2025-2026 Overseas Pay Organizer](#)

[Here](#) is the 2025–2026 Overseas Pay Organizer to support those navigating the ongoing pay issues affecting many Overseas locations. **This organizer applies only to Overseas employees.** This tool helps you track your entitlements, verify the accuracy of your LES, and document discrepancies for any necessary follow-up with your administrators or FEA legal.

We are also building a dedicated section on the FEA website where this resource, along with other member guidance, will be available for easy access. Please keep an eye on future newsletters for updates.

In Solidarity,
Federal Education Association

Stay connected and informed—follow FEA on social media: [Bluesky](#) | [Instagram](#) | [Facebook](#)



Instagram



Facebook