



PER DIEM, TRAVEL AND TRANSPORTATION ALLOWANCE COMMITTEE

4800 Mark Center Drive, Suite 04J2501

Alexandria, VA 22350-9000

www.defensetravel.dod.mil

PDTATAC/dlw

31 March 2016

MEMORANDUM FOR

SEE DISTRIBUTION

SUBJECT:

CTD for CAP 28-16(E) -- Change JTR to Allow Occasional Meal for Employees

1. **SYNOPSIS:** This item changes JTR, par. 4090-G authorizing civilian employees to receive occasional meals and lodging reimbursement when not available while traveling away from the PDS with a group, requiring travelers to remain together as a group due to mission requirements and the order directs limited or no reimbursement.
2. These changes are scheduled to appear in the JTR, dated 1 May 2016.
3. This determination is effective when printed in the JTR.
4. Action Officer: Debbie Wells (Debbie.l.wells.civ@mail.mil).

//Approved//

JOEL T. RIDENOUR

Acting Chief, Strategic Planning and Policy Division

Attachment:

Rev 1

Civilian E-Mail Distribution:

CAP Members P&R Branch PMO-DTS GSA-3FT GSA-OGP(MTT) DTMO CBCA Judges

JTR REVISIONS:

4090-G:

G. Personnel Traveling Together

6. If meals or lodging are not available, occasional meals and lodging are paid IAW par. 4230
7. Limited reimbursement refers to reimbursement for occasional meals and lodging.

The following pages are the same policy preceding this page but showing tracked changes.



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