



**PER DIEM, TRAVEL AND TRANSPORTATION ALLOWANCE COMMITTEE**

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PDTATAC/hm

8 March 2013

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: CTD for CAP 30-13(I) – SIT HHG Extension

1. **SYNOPSIS:** GSA memo of 27 February 2013 extends PDTATAC SIT HHG extension waiver authority to 31 March 2014 for eligible DoD civilian employees who meet par. C5191 requirements. Other administrative changes made are (1) inserts FTR authority, (2) hyperlink change in par. C5191-D, and (3) clarify the two separate SIT HHG storage periods that are based on CONUS (150 days) or OCONUS (180 days) PCS travel authorization. The authority does not apply to TCS (long-term TDY) travel authorization.
2. The attached revision is forwarded for information purposes only. No coordination or comments are required.
3. This revision was initiated by GSA/Staff.
4. These changes are scheduled to appear in JTR change 571 dated 1 May 2013.
5. Revisions in this information item are *effective 27 February 2013*.

*//approved//*

**W. B. TIRRELL, SR.**

Chief, Policy and Regulations Branch

Attachment:

Rev 1

**Civilian E-Mail Distribution:**

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

## JTR REVISIONS

### Par. C5191:

#### \*C5191 150/180 DAY SIT LIMIT EXTENSION ([FTR §302-7.9](#))

A. General. The maximum SIT limit of 150 days (CONUS) or 180 days (to/from OCONUS) authorized in par. C5190 is generally adequate.

B. Requirements. *Only in very limited circumstances can SIT be authorized beyond 150/180 days as applicable, (i.e., when the maximum SIT period is insufficient for an employee on a PCS that is interrupted by an en route TDY assignment to a location such as Afghanistan or Iraq ([CBCA 875-RELO, 9 January 2008](#))).* A SIT extension request must be submitted by the employee's DoD COMPONENT/command to PDTATAC for determination. Documentation required is the DoD COMPONENT's/command's requesting memo, copies of the TDY and PCS orders, and the previous second 90-day SIT authorization/approval by the Service/DoD COMPONENT designated official. The requesting memo must indicate the reason(s) for SIT beyond 150/180 days as applicable, scheduled TDY assignment duration, and the additional SIT days required by the employee.

\*C. Authority. PDTATAC may authorize/approve extensions of the 150/180-days as applicable SIT period for the TDY assignment duration, plus 90 additional days, on a case-by-case basis (***NOTE: Involving Iraq and Afghanistan***) IAW GSA Waiver Memo dated 28 June 2005 that was extended by GSA Waiver Memo of 28 February 2008. GSA Waiver Memo of 27 February 2013 extends PDTATAC authority to 31 March 2014. The total extension beyond 150/180 days, as applicable, cannot exceed 365 days.

\*D. Submission Process. Extension requests should be submitted via the Service's/DoD COMPONENT's Civilian Advisory Panel (CAP) member. Contact information for the CAP member may be found in the Feedback Reporting section of the Introduction to the JTR, or may be found on the DTMO [website](#) by clicking on the [PDTATAC Contact Information](#). The following options are available to the employee's command to request SIT beyond 150/180 days as applicable:

1. Email: From AGENCY/command through the CAP representative to [sit-extensions@dtmo.pentagon.mil](mailto:sit-extensions@dtmo.pentagon.mil).

2. Mail:

Per Diem, Travel and Transportation Allowance Committee  
ATTN: Policy & Regulations Branch  
4800 Mark Center Drive  
Suite 04J25-01  
Alexandria, VA 22350-9000, or

3. FAX: From the Service/DoD COMPONENT/command through the CAP representative to (571) 372-1301.

\*E. Restrictions. *SIT beyond 150/180 days, as applicable, is not authorized for any reason listed in par. C5190-B2 or ICW a TCS order IAW par. C5715.*