



PER DIEM, TRAVEL AND TRANSPORTATION ALLOWANCE COMMITTEE

4800 Mark Center Drive, Suite 04J2501

Alexandria, VA 22350-9000

www.defensetravel.dod.mil

PDTATAC/tlw

16 July 2015

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: UTD/CTD for MAP/CAP 94-15(I) -- Miscellaneous JTR
Corrections

1. **SYNOPSIS:** Corrects miscellaneous errors in the JTR.
2. The attached revision is forwarded for information purposes only. No coordination or comments are required.
3. This revision was initiated by PDTATAC Staff.
4. These changes are scheduled to appear in the JTR, dated 1 September 2015.
5. **This determination is effective when printed in the JTR.**

JOEL T. RIDENOUR
Chief, Policy and Regulations Branch

Attachment:
Rev 1

Uniformed E-Mail Distribution:

MAP Members P&R Branch PMO-DTS GSA-3FT GSA-OGP(MTT) DTMO PPC

Civilian E-Mail Distribution:

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

JTR REVISIONS

4350-C

C. **Example 3:** AEA Single TDY Location. AEA authorized for lodging and M&IE. AO approves IE exceeding the locality rate (\$5.00/day CONUS) IAW par. 4340-B3.

**IAW par.4345-C, all IE must be averaged by the total number of days to determine a daily amount. \$91.13/10
= \$9.11**

D. **Example 4:** AEA Single TDY Location. AEA authorized for lodging and M&IE. AO Approves IE Limited to the locality rate (\$5.00 CONUS) IAW par. 4340-B1.

**IAW par.4345-C, all IE must be averaged by the total number of days to determine a daily amount. \$91.13/10
= \$9.11**

In this Example, the AO authorized IE not to exceed the locality rate IAW par. 4340-B1. The traveler is limited to an average of \$5.00 per day for IE.

5604-A3

*3. Except when using more than two POCs (par. 5604-B) MALT reimbursement authorized for the dependent travel is for the use of one or two POCs.

5604-B4a

*a. The applicable conditions in par. 5604-B2 should be:

5642-C2c(4)(a)

(a) Transported as an administrative expense to an OCONUS location may be returned as an administrative expense to an employee's actual residence for an employee separating from Gov't service ([FTR §§302-7.18](#) and [302-7.403](#); and par. 5686).

5698-A2

*2. It is more advantageous and cost effective to the Gov't to transport the POV(s) to the new PDS at Gov't expense and to pay for transportation of the employee and/or immediate family by commercial means than to have the employee and/or immediate family member(s) drive one or two POCs if applicable to the new PDS. Costs to be considered are:

a. Cost of POC travel, transporting the POV(s), travel if the POV(s) is/are transported; and

*b. Productivity benefit from the employee's accelerated arrival at the new PDS.

Performing the cost comparison is mandatory for each order.

5698-B1

*1. Old PDS if the employee is transferred, or

5700-B

*B. Employee Arranged POV Transportation (FTR §302-9.142§302-9.207). If POV shipment is authorized at Gov't expense and the employee personally arranges the POV transportation, reimbursement is limited to the employee's actual expenses, NTE the POV transportation cost from the authorized origin point to authorized destination (par. 5698).

5702-F

F. POV Shipment Requirements. The POV must be:

- 1. In operating order, and
- 2. Legally titled and tagged for driving,

*by a licensed traveler named on the relocation travel order (FTR §302-9.301).

10428-G-Note 5

5. An RC member without dependents authorized PCS allowances to an OCONUS location, but not authorized HHG transportation, and Gov't Qtrs are not available, receives BAH/OHA based on the primary residence rate, unless the Secretarial Process authorizes/approves the PDS rate, IAW par. 10428-E1e.

App E2

The sample format below may be used as a guide (for all DoD Services) to prepare an ITA. *Use of the sample format is not mandatory. Refer to par. 1225, App E1 (pars. A1 and B) for ITA eligibility determination. An exception or waiver to JTR authority is invalid IAW par. 1000-C.*

App F1-B3

3. This allowance is in addition to the 4,500 pounds weight allowance authorized in par. 5692.

App H1-8

8. Emergency Travel	Travel related to an unexpected occurrence/event or injury/illness that affects the traveler personally and/or directly that requires immediate action/attention. To return a traveler from a temporary duty assignment location at Government expense to the designated post of duty or home, or other alternate location, where the traveler would ordinarily be present to take care of the emergency situation if the Government had not directed or assigned the traveler to another location to perform official business. Examples: Traveler is incapacitated by illness or injury, death or serious illness of a family member, or catastrophic occurrence or impending disaster that directly affects the traveler's home. Emergency travel also includes travel for medical care while traveler is TDY away from the PDS, death of a traveler/immediate family member when performing TDY, medical attendant transportation, assistance travel for a traveler with special needs, as well as travel for threatened law enforcement/investigative travelers. In the case of a uniformed member, the provisions of par. 7010 or 7015 apply. For civilian employees, the provisions of par. 7020 or 7025 apply, which are far more extensive.
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App H3c-D1

1. Par. 3045-E applies if a Gov't CTO or 'in house' service is not available.

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



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