



PER DIEM, TRAVEL AND TRANSPORTATION ALLOWANCE COMMITTEE

4800 Mark Center Drive, Suite 04J2501

Alexandria, VA 22350-9000

www.defensetravel.dod.mil

PDTATAC/vap

29 December 2016

MEMORANDUM FOR

SEE DISTRIBUTION

SUBJECT:

CTD for CAP 174-16(I) -- DTOD is not Used for Short Distance Transfers

1. **SYNOPSIS:** Clarifies that the DTOD is not used to determine distance for short distance transfers.
2. The attached revision is forwarded for information purposes only. No coordination or comments are required.
3. This revision was initiated by Staff.
4. These changes are scheduled to appear in the JTR, dated 1 February 2017.
5. This determination is when published.
6. Action Officer: Velda A. Potter (velda.a.potter.civ@mail.mil).

//approved by Donna Haddix for//

JOEL T. RIDENOUR

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

2650-A:

2650 OFFICIAL DISTANCE DETERMINATION

A. POC (Except Airplane). The [Defense Table of Official Distances](#) (DTOD):

1. Is the only official source for worldwide PCS and TDY distance information.
2. Replaces all other sources used for computing distance (except for airplanes see par. 2650-B).
3. Uses zip code to zip code distance within the CONUS and non-foreign OCONUS areas and city to city distance elsewhere (e.g., within foreign locations or to and from foreign locations).
4. Provides distances which must be rounded to the nearest mile for each leg of a journey.
5. Does *not* apply to the following travel distances that are determined by odometer readings:
 - a. In and around the PDS or TDY sites,
 - b. Between home/office and transportation terminal,
 - c. For short distance moves, within the same city (**Member Only**).
 - *d. Short Distance Transfers (**Employee Only**) which are determined IAW par. 5566-C, or
 - *e. Round trip travel between home and active duty tour site for an RC member performing active duty when the member commutes under the provisions of par. 7355-B.

B. ****

C. ****

D. ****

E. ****

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



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