



PER DIEM, TRAVEL AND TRANSPORTATION ALLOWANCE COMMITTEE

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PDTATAC/hm

27 July 2011

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: CTD for CAP 65-11(E) – SIT of HHG

1. SYNOPSIS: The maximum SIT of HHG transportation for a CONUS-CONUS PCS is reduced to 150 days while the current 180 days limit is unchanged for SIT involving an OCONUS origin or destination. Likewise, SIT extension authority delegated to PDTATAC Staff by GSA per par. C5191 is adjusted to accommodate the SIT final rule changes.
2. The JTR changes are made IAW GSA FTR Amendment 2011-11, Cases 2007-304 and 2003-309 released under Federal Register, Vol. 76, No. 63 of 1 April 2011 effective 1 August 2011.
3. These changes are scheduled to appear in JTR change 551, dated 1 September 2011.
4. This determination is *effective on 1 August 2011*.

//approved//

DANE SWENSON

Chief, Enterprise Operations Division

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. C5190

****NOTE: For a PCS move made under an order with an effective date on/after 1 August 2011, the maximum total time limit for SIT is 150 days for CONUS-CONUS shipment and 180 days for OCONUS origin and/or destination HHG shipment (FTR §302-7.9).***

*A. General (FTR §302-7.107). SIT is short-term storage that is part of HHG transportation. SIT may be at any combination of the origin, destination, and en route locations per the Agency approval. ***SIT is not authorized for local HHG moves when no PCS exists.***

B. Time Limitation

*1. General. SIT (ICW authorized HHG transportation) should not exceed 60 days (CONUS-CONUS) and 90 days (to/from OCONUS) unless the employee requests (in writing) an additional period, NTE 90 days, that is authorized/approved by a Service/Defense AGENCY designated official. Under no circumstances may a Service/Agency authorize/approve temporary storage at GOV'T expense for CONUS to CONUS shipments exceeding a total of 150 days (CONUS) or 180 days (to/from OCONUS). If no additional storage is authorized/approved, the employee is financially responsible for additional storage expense (FTR §302-7.9).

*2. Justification (FTR §302-7.10). Acceptable justification for the additional 90-day SIT period (par. C5190-B1 and ***NOTE*** after par. C5190 heading) includes:

- a. An intervening TDY or long-term training assignment,
- b. Non-availability of suitable housing,
- c. Completion of residence under construction,
- d. Serious employee illness,
- e. Dependent illness or death,
- f. Strikes,
- g. Act(s) of God, or
- h. Other circumstances beyond the employee's control.

NOTE: The cost of removing HHG from SIT for delivery to temporary lodging for the purpose of furnishing the temporary lodging is a TQSE expense (see par. C5370-B).

C. Reimbursement (FTR §302-7.107-110). SIT reimbursement cannot exceed the employee's actual storage costs. Receipts, or certified warehouse bill copies, are required for individual expenses of \$75 or more IAW par. C1310.

D. HHG Partial Lot Withdrawal and Delivery from SIT (FTR, §302-7.3)

1. HHG may be transported and stored in multiple lots.
2. The maximum HHG weight allowance is based upon shipping and storing all HHG as one lot.
3. If the employee removes items from storage, and the carrier bills the GOV'T for that removal, the employee is financially responsible for any excess cost to the GOV'T.

Par. C5191

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

*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 AGENCY/command to PDTATAC for determination. Documentation required is the AGENCY's/command's requesting memo, copies of the TDY and PCS orders, and the previous second 90-day SIT authorization/approval by the Service/Defense AGENCY 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.

*D. **Submission Process.** Three submission options are available to the employee's command to request SIT beyond 150/180 days as applicable. Extension requests should be submitted via the AGENCY'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 [Per Diem Committee website](#) by clicking on the Telephone Directory Tab.

1. Email: From the AGENCY/command via email through the CAP representative to sit-extensions@dtmo.pentagon.mil.

2. Fax: COML: (703) 696-7890, DSN: (312) 426-7890

*3. Mail: Per Diem, Travel and Transportation Allowance Committee
Attn: Policy and Regulations Branch
4601 North Fairfax Drive, Suite 800
Arlington, VA 22203-1546

*E. **Restrictions.** In no case may the maximum time limit for SIT exceed 180 days. 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.