



PER DIEM, TRAVEL AND TRANSPORTATION ALLOWANCE COMMITTEE

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PDTATAC/tlw

9 January 2017

MEMORANDUM FOR

SEE DISTRIBUTION

SUBJECT:

UTD for MAP 004-17(I) -- RAT Leave

1. **SYNOPSIS:** This item moves par. 7065 (RAT Leave) to Ch 5, par. 5950, in accordance with direction from the Travel Transformation Team.
2. The attached revision is forwarded for information purposes only. No coordination or comments are required.
3. This revision was initiated by the Travel Transformation Team.
4. These changes are scheduled to appear in the JTR, dated 1 March 2017.
5. This determination is effective when printed in the JTR.
6. Action Officer: Lynn Wawrzyniak (tracie.l.wawrzyniak.civ@mail.mil).

VELDA A. POTTER

Regulations Lead, Policy & Regulations Branch

Attachment:

Rev 1

Civilian E-Mail Distribution:

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

JTR REVISIONS

Ch 5, TOC

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***CHAPTER 5: PERMANENT DUTY TRAVEL**

***PART B: EMPLOYEES ONLY**

***SECTION 17: RENEWAL AGREEMENT TRAVEL (RAT)**

***5950 RAT LEAVE (EMPLOYEES ONLY)**

A. General. An employee, and the employee's accompanying dependents, may be eligible to receive travel and transportation allowances for returning home between OCONUS tours of duty. This Part applies to an employee serving OCONUS tours of duty. *See pars. 5950-C and 5950-D for an employee serving tours of duty in AK or HI.*

NOTE: *When an employee on a 12-month tour without dependents to a FEML area extends for a consecutive second 12-month tour, the employee is only eligible for one funded leave transportation program, the RAT or the FEML leave transportation program, but not both.*

B. Eligibility Requirements for All OCONUS Areas

1. Eligibility. An employee must meet the requirements in par. 5950-B2 to be eligible for the allowances in par. 5950-A.
2. Requirements. Prior to departure from the OCONUS PDS an employee must have:
 - a. Satisfactorily completed the prescribed tour of duty (par. 5840-C and App Q3 for prescribed tours of duty), and

b. Entered into a new written service agreement for another tour of duty at an OCONUS PDS; (the new service agreement covers costs incident to travel to the employee's actual residence or alternate location IAW pars. 5950-N1, 5950-N2, and 5950-N3 and return and any additional cost paid by the Gov't as a result of the employee's transfer to another OCONUS PDS at the time of the tour RAT), and

c. (For HI or AK) Eligibility under pars. 5950-C and 5950-D.

C. Employee Stationed in AK or HI on 8 September 1982. An employee whose status on 8 September 1982 was any of the situations below, involving a PDS in AK or HI, continues to be eligible to receive RAT travel and transportation allowances provided that the employee continues to serve consecutive tours of duty within AK or HI (as appropriate within the same State). On 8 September 1982, the employee must have been:

1. Serving a tour of duty in AK or HI; or
2. En route to a PDS in AK or HI under a written service agreement to serve a tour of duty; or
3. Engaged in tour RAT and have entered into a new written service agreement to serve another tour of duty in AK or HI.

D. Employee Assigned, Appointed, or Transferred to a Post of duty in AK or HI after 8 September 1982

1. The travel and transportation allowances for RAT in this Part may not be authorized for an employee assigned, appointed, or transferred to a PDS in AK or HI after 8 September 1982, unless the DoD Component involved determines that payment of these expenses is necessary for recruiting/retaining an employee for a tour of duty in AK or HI.
2. This authority may be used only when required to fulfill DoD Component staffing needs for mission accomplishment. Use of these provisions is intended to ensure the availability of a well-qualified employee or an employee with special skills and knowledge who is not otherwise available in the local area, and to fill remote area positions.
3. DoD Component written material must prescribe criteria and guidelines to determine the need for RAT.
4. The DoD Component determination that RAT is necessary as a recruiting/retention incentive to fill a particular position in AK or HI must be reviewed and re-confirmed in writing periodically, but not less than every five years.
5. RAT travel and transportation allowances for recruiting/retention purposes is limited to two round trips beginning within 5 years after the employee first begins any period of consecutive tours of duty in either AK or HI. ***An employee must be advised in writing of this limitation.***

NOTE: The successive tours must be in the same State. A tour in HI followed by a tour in AK, or vice versa, does not qualify.

E. Allowable Travel and Transportation

1. An eligible employee and dependent(s) is authorized transportation (including transportation to and from common carrier terminals) from the OCONUS PDS to the employee's actual residence at the time of assignment to the OCONUS PDS.
2. Transportation also is authorized from the actual residence to an OCONUS PDS; except for AK and HI. When AK and HI are involved, the return must be to a PDS in the same State (AK or HI) as the PDS at which the employee served immediately prior to RAT (par. 5950-C).
3. See par. 2400 for the mandatory use of TMCs for transportation arrangements.

4. See par. 5950-L for per diem.

5. ***POC mileage is not authorized for RAT while on an OCONUS tour ([FTR, §302-4.301](#)).***

F. RAT Denial/Delay

1. RAT Denial. Except for teachers as in par. 5950-P, RAT may be denied only when the employee:

- a. Is being processed for separation, or
- b. Is going to be involved in a RIF, or
- c. Has a removal action pending, or
- d. Has been reassigned to a U.S. position, or
- e. Is to be reassigned to a CONUS position ICW rotation on a similar program that precludes a required period of service completion under a renewal agreement.

2. RAT Delay

a. General

(1) ***Delay may not be imposed on a DoDEA teacher.***

(2) RAT at Gov't expense may not be denied to an employee who has earned it except IAW par. 5950-F1.

(3) The time at which leave is granted (to perform RAT) is subject to appropriate personnel written material.

(4) RAT ordinarily is performed between OCONUS tours of duty (par. 5842-C2). Travel at a later date, within a tour of duty, may be authorized/approved by the employee's OCONUS commander ([B-332179, 6 October 1989](#)) subject to leave being granted IAW personnel written material.

b. Delay at Management's Request

(1) Management may request an employee to delay RAT by extending the initial tour (or tour then in effect) NTE 90 days if:

- (a) The employee is engaged on a project that is scheduled for completion within a reasonable time,
- (b) There is a temporary personnel shortage, or
- (c) For other good reasons.

(2) Sufficient time must remain in the employee's renewal agreement tour (after adjusting the length of the tour by subtracting the number of days that the initial tour was extended) following RAT to serve at least 12 months upon return to the OCONUS PDS.

c. Delay at the Employee's Request. An employee may request an extension of the initial tour (or tour then in effect) to permit leave scheduling to accommodate personal/job related reasons acceptable to and permitted by the OCONUS commander concerned (par. 5840-C3). In this case, the employee's tour after performing RAT and returning to the OCONUS PDS is the greater of:

(1) The renewal agreement tour for the PDS concerned, decreased by the number of days the initial tour was extended; or

(2) 12 months.

d. Limits on OCONUS Assignments. A delay in performing RAT should not be authorized if the resulting extension to the new tour, or requirement to serve 12 months following return to the OCONUS PDS, requires the employee to remain at the OCONUS PDS beyond any 5 year (or other year) limit on OCONUS assignments contained in personnel written material, unless the employee is not affected by, or has been released from, the 5 year (or other year) OCONUS service limitation (par. 5840-C5).

e. Computing the Tour of Duty when Delayed RAT Is Involved and the Employee Is Not Affected by an OCONUS Service Limitation

Example: An employee's initial 36-month tour ended 30 June 2003. The employee was eligible to perform RAT beginning 1 July 2003 after signing a 24-month renewal agreement. The employee departed the PDS on 1 July 2003, performed RAT and returned 31 July 2003. The new tour of duty begins on 1 August 2003 and ends 31 July 2005 (i.e., 24 months after return from RAT).

If the initial tour was extended to 31 August 2003, delaying RAT for 62 days, and RAT for 30 days was performed from 1 to 30 September 2003, the employee's RAT tour after returning to the OCONUS PDS would be for 22 months beginning 1 October 2003 and ending 31 July 2005. The 22 months is computed by decreasing the 24-month tour prescribed for the PDS after RAT completion by the number of days the initial tour was extended (62 days).

G. Unaccompanied Dependent Travel. An employee may travel alone or with a dependent(s). A dependent may travel unaccompanied, but cannot perform round trip travel under renewal agreement authority if the employee does not, at some point, perform authorized RAT. An unaccompanied dependent must not be allowed delayed use of renewal agreement authority (i.e., start RAT) beyond 6 months after the date the employee begins travel, except for teachers IAW par. 5950-P.

H. RAT Non-Cumulative. RAT must be used between consecutive periods of continuous OCONUS employment. RAT may be performed between the completion date of one service agreement and prior to serving another tour of duty pursuant to a written renewal agreement ([35 Comp. Gen. 101 \(1955\)](#)). ***RAT authorization is not cumulative from one period of service to another if not used.***

I. Baggage Transportation

1. General. Travelers should transport minimal baggage with them during RAT. The maximum baggage allowance that may be authorized at Gov't expense for an employee and dependents returning to the actual residence to take leave between overseas tours of duty is determined by whether the baggage is accompanied or unaccompanied.

2. Excess Baggage

a. Excess accompanied baggage weight allowance for each traveler is 100 lbs./person (gross weight).

b. The 100 lb. weight limit does not include free checkable accompanied baggage.

3. Unaccompanied Baggage (UB). UB:

a. Is authorized for up to 100 lbs./person (net weight).

b. Does not accompany the traveler, but is transported separately by air (e.g., via postal service, FEDEX, etc.).

J. UB of a DODEA Teacher Authorized an Extended Leave of Absence. A teacher performing RAT for the purpose of advanced studies at a university in the U.S. and who also is on approved extended leave with/without pay for the current school is authorized transportation of:

1. 350 lbs. of UB for each eligible adult, and
2. 175 lbs. of UB for each dependent under age 12.

The allowable weight is limited to baggage necessary to accommodate the employee's reasonable needs for additional clothing/personal effects. Up to 100 lbs. excess accompanied baggage is authorized in addition to that allowed in par. 5950-I. Transportation under par. 5950-J is in place of UB the employee may be authorized to transport under the provisions of par. 5950-I.

NOTE: See par. 5656-B for UB ICW PDT.

K. HHG SIT. See Chapter 5, Part B for up to 90 days of HHG SIT.

L. Per Diem

1. An Employee is Authorized Per Diem during the Allowable RAT Travel Periods between the OCONUS PDSs and the Authorized RAT Destination. ***No per diem is authorized for the employee's dependent incident to RAT when the employee returns to the same OCONUS PDS for duty.*** However, when the employee is to report to a different OCONUS PDS for duty, after leave, per diem is allowable for a dependent while en route, limited to the constructed time by the usual transportation mode and route ***directly*** between old and new OCONUS duty stations. See par. 5950-E for allowable travel and transportation allowances.

NOTE: AEA in Ch 4, Part C may not be authorized/approved for RAT/PCS travel.

2. Per Diem Computation Example. The following example illustrates the method for per diem computation incident to RAT:

Renewal Agreement Travel			
<u>NOTE:</u> See the <u>Standard CONUS per diem rate</u> or par. 2025 for the current Standard CONUS per diem rate.			
1. An employee and spouse performed RAT from OCONUS to CONUS, and return to the same OCONUS PDS.			
2. Itinerary	9/1	Depart OCONUS residence in Frankfurt, GE, at 0730 Arrive CONUS residence at 2230	
	9/2 – 9/30	Leave	
	10/1	Depart CONUS residence at 1400	
	10/2	Arrive OCONUS at 1015	
3. The employee is authorized per diem since actual time exceeds 12 hours. See par. 5550-B.			
4. Maximum per diem rate at time of travel \$142 (\$91/ \$51) and OCONUS PDS per diem rate is \$239 (\$131/ \$108). (The destination per diem rate applicable for RAT to CONUS is the Standard CONUS per diem rate.)			
5. Reimbursement:	9/1	75% x \$51 (M&IE) =	\$ 38.25
	9/2- 9/30	No per diem	0.00
	10/1	75% x \$108 =	\$ 81.00
	10/1 – 10/2	75% x \$108 (M&IE) =	<u>\$ 81.00</u>
Total Reimbursement			\$200.25
6. Par. 5550-B applies and the destination M&IE rate (\$51) is used for computing per diem for that day since travel from Frankfurt to Chicago began and ended on the same day.			
7. On the return trip, the M&IE rate applicable to the OCONUS PDS (destination) is used for computing per diem. See par. 5550-B2a & 5550-B3.			
8. <i>Per diem for dependents is not authorized for RAT.</i>			

M. Leave Status during Absence from Duty. The written material concerning leave of a Service or DoD Component applies regarding the employee's leave 'status'. Certain limitations may apply to teachers in the DoDEA IAW par. 5950-P.

N. Alternate Destination

1. Authorization

a. An employee/dependent is authorized to perform RAT to a destination (other than the employee's actual residence) in:

- (1) A CONUS/non-foreign OCONUS location, or
- (2) The country of the employee's actual residence.

b. Either destination listed above is an official travel destination.

c. Contract city-pair airfares may be available for use. *If the employee/dependent travels to a more expensive alternate destination, city-pair airfares are not authorized for any transportation related to the alternate destination and the employee is financially responsible for all excess cost.*

d. The policy constructed airfare (App A1) is to be used for constructed cost purposes (App P1, [FTR §301-10.112](#) and [62 Comp. Gen. 596 \(1983\)](#)).

2. Examples. The locations and transportation costs used in the following examples are for illustrative purposes only.

a. Example 1

Employee's PDS is in OCONUS Location A and the actual residence is CONUS Location B. There is no city-pair airfare between OCONUS Location A and CONUS Location B.	
The policy constructed airfare (App A1) between OCONUS Location A and CONUS Location B (incorporating some city-pair airfare connections):	\$1,200
Employee desires to utilize RAT to CONUS Location C.	
City-pair airfare to/from CONUS Location C:	\$1,400
Least expensive policy-constructed airfare to/from CONUS Location C:	\$1,600
Since transportation to/from CONUS Location C is more expensive than transportation to/from CONUS Location B, no city-pair airfare may be used to/from CONUS Location C.	
The employee's financial responsibility is \$1,600 of which \$1,200 is reimbursable.	

b. Example 2

Employee's PDS is OCONUS Location A and the actual residence is CONUS Location B.	
Round trip city-pair airfare trip cost:	\$980
Employee desires to utilize RAT to/from CONUS Location C.	
Round trip city-pair airfare to/from CONUS Location C:	\$840
Since transportation to/from CONUS Location C is less expensive than the transportation to/from the actual residence in CONUS Location B, the employee is authorized city-pair airfare to/from CONUS Location C (\$840) NTE the \$980 cost to the actual residence.	

3. Time and Location Requirement. If an employee's actual residence is in a CONUS/non-foreign OCONUS location, the employee, and the employee's dependent, must spend the majority of the RAT time in the CONUS or that non-foreign OCONUS location for RAT to be authorized.
4. Alternate Destination Not Authorized. RAT must not be authorized to an alternate destination if the traveler:
 - a. Does not meet the conditions in par. 5950-P,
 - b. Is merely routed through the country of actual residence en route to another country, or
 - c. Travels to various points for personal reasons (e.g., a "travel tour").
5. Administration. An alternate destination:
 - a. Is determined in advance of travel and stated in the order,
 - b. Omitted from the order may be later added to the order as an amendment, or
 - c. May be specifically approved on the reimbursement voucher if permitted by finance written material.
6. Reimbursement. RAT reimbursement for travel to an alternate destination is NTE the amount allowed for transportation along a usually traveled route between the PDS and the actual residence.

O. Limitations

1. HHG. There is no authority (ICW RAT) for HHG transportation except for necessary UB IAW pars. 5950-I and 5950-J. Signing the renewal agreement ICW RAT can be the basis for reestablishing expired authority for HHG and dependent transportation to the extent of a prior order that was unused ([38 Comp. Gen. 653 \(1959\)](#)).
2. Unaccompanied Dependents. See par. 5950-G for an unaccompanied dependent's travel and transportation authority.
3. Destination Point Relocation. RAT authority does not apply if an employee's travel destination is to a place other than in the country or area in which the actual residence is located.
4. Duplicate Eligibility. *Duplicate transportation is not authorized for persons who may be separately eligible for RAT as an employee and as a dependent (i.e., a couple, each with RAT authority, can only travel once. Each may not travel again as a 'dependent' of the other).*
5. RAT ICW other Travel. An employee may not be required to combine RAT with any other funded leave transportation program or travel allowance. An employer may not require that RAT be combined with any other funded leave transportation program or travel allowance.

P. DoD Education Activity (DoDEA)Teacher

1. Completion of Period of Service RAT. Under RAT authority, a teacher who satisfactorily completes the period of service in the service agreement is authorized travel to a CONUS/non-foreign OCONUS actual residence during the summer recess. This travel is authorized whether return is to the same/a different OCONUS area.

2. Exceptions

a. General

- (1) A teacher is authorized to travel to a CONUS/non-foreign OCONUS location on the first portion of RAT authority to attend an accredited college/university.

(2) Travel to the OCONUS area may be accomplished under the return portion of RAT authority upon completion of the study period.

(3) Par. 5950-G (Unaccompanied Dependent Travel) is exclusive of any time the teacher is actively enrolled at the college/university in a CONUS/non-foreign OCONUS location.

(4) The exceptions in par. 5950-P2 may be authorized/approved during a period of continuous service IAW pars. 5950-P2b and 5950-P2c.

b. Reassignment at Management's Request

(1) Under RAT authority, after completing 1 school-year of service on a current service agreement, any teacher who is reassigned at management's request from one 2-year area to another 2-year area, may return to the CONUS/non-foreign OCONUS actual residence during the summer vacation.

(2) The normal routing between the two PDSs must be through a CONUS/non-foreign OCONUS location and the teacher must sign a new renewal agreement for the new area of assignment.

(3) Other reassignments at management's request do not qualify for RAT travel and must be limited to travel by direct routing as a PCS movement between the two PDSs.

(4) The first school-year of service at the new location completes the second consecutive school-year of required service under the initial service agreement.

c. Attendance at an Accredited College/University

(1) When the teacher desires to return to a CONUS/non-foreign OCONUS location for the summer at the end of the first school-year of service, the teacher may be authorized round trip RAT if the teacher is:

(a) Under an agreement to attend an accredited college/university,

(b) Pursuing courses for professional preparation/advancement that are related to the present/planned needs of the DoDEA, or

(c) Pursuing other specific professional preparations meeting current DoDEA requirements, or

(d) Attending courses that are required for continued certification in the teacher's home State.

(2) The renewal agreement is signed before leaving the OCONUS area.

(3) The teacher is required to present satisfactory evidence of acceptance by, or an acceptable intent to attend, an institution for an appropriate course of study of not less than 6 semester hours.

(4) The teacher becomes financially responsible for previously Gov't-paid travel costs, when travel was at Gov't expense to a CONUS/non-foreign OCONUS location to attend a course of study and there is no satisfactory proof of:

(a) Course(s) completion, or

(b) Reasons for not completing the course(s).

(5) A teacher who returns to a CONUS/non-foreign OCONUS location under the exception in par. 5950-P1 begins a new 2-school-year cycle under the renewal agreement upon return to the OCONUS area.

d. Attendance at an Accredited College/University Incident to Authorized Extended Leave of Absence. Round trip RAT may be authorized for the purpose of furthering professional growth in the case of a teacher who is authorized a leave of absence to attend an accredited college/university in a CONUS/non-foreign OCONUS location provided the teacher:

- (1) Has satisfactorily completed 2 school-years in the DoD Overseas Dependents School System and meets the eligibility conditions for RAT,
- (2) Executes a renewal agreement - prior to departure ICW the authorized leave of absence, and
- (3) Presents to the appropriate official responsible for authorizing the extended leave of absence and RAT:
 - (a) Acceptable evidence of intent to attend an accredited college/university to pursue a course of study leading to a higher degree or for graduate work in a chosen field,
 - (b) Evidence that the course of study is not feasible through other means,
 - (c) Proof/acceptance of the course of study, and
 - (d) Information regarding successful course completion.

e. Reassignment to 1-year Tour Area. A teacher who requests reassignment at the end of the first school year, and receives management approval for reassignment to a new 1-year tour area, is authorized RAT to the CONUS/non-foreign OCONUS actual residence for the summer recess. Personnel written material applies for pay/leave status. RAT also is authorized from that CONUS/non-foreign OCONUS actual residence to the new OCONUS PDS indicated in the renewal agreement.

3. HHG Storage between School Years. See par.5662-A.

a. Conditions. See par. 5662-A for HHG storage between school years.

b. In Addition to SIT. Authority for storage between school years (par. 5662-A) is in addition to authority for SIT ICW HHG shipment. Storage under these two authorities may overlap in time.

c. Substitute and Part-Time Teachers. *Substitute and part-time teachers are not eligible for storage between school years.*

d. Administrative Arrangements

(1) The industrial relations/civilian personnel officer (administrative responsibility) must furnish the TO notification about storage between school years. The notification must specify the storage period beginning and ending dates.

(2) The TO is responsible for storage arrangements.

(3) The TO must maintain a record of all storage costs or the reasonable value for storage furnished for each teacher.

e. Indebtedness Notification. Appropriate financial written material addresses indebtedness and appropriate notification so that collection action can be taken.

f. Consecutive School Terms in Different Locations

(1) If a teacher is at different locations for consecutive school terms, storage costs are paid by the

losing command/activity until the HHG are removed from storage for transportation to the new PDS.

(2) The gaining command/activity pays for any storage costs after the date the HHG arrive at the new PDS.

(3) Storage may be at either the old or new PDS whichever is most practical with the losing command paying only if storage is at the old PDS.

Q. Dependent Transportation

1. When Authorized. Dependent transportation may be authorized ICW the employee's RAT and subject to the conditions in this Part, the dependent transportation cost is NTE the Gov't's cost for transportation to the employee's authorized destination.

2. Dependent Eligibility. A dependent is authorized round trip transportation ICW the employee's renewal agreement, provided that the dependent:

- a. Traveled to the OCONUS PDS within the prescribed 1- year limit, or
- b. Became a dependent at the OCONUS area by marriage, birth, or adoption before the employee began round-trip travel under a renewal agreement.

3. Authorization Limitations. A dependent:

- a. At the OCONUS PDS may:
 - (1) Accompany the employee, and/or
 - (2) Travel before/after the employee ***but only after the employee has met RAT eligibility requirements and the renewal agreement is in place.***
- b. Who did not travel to an OCONUS PDS during the preceding tour (including newly acquired dependents), is authorized one-way transportation to the PDS ICW the employee's renewal agreement.
- c. Uses RAT to travel to the OCONUS PDS for the first time and may travel at different times than the employee or with the employee on return to the OCONUS PDS.
- d. Travels, performed after the employee's RAT, must be completed within 6 months of the employee's RAT start date.
- e. ***May be authorized RAT only when the employee performs RAT ([35 Comp. Gen. 101 \(1955\)](#)).***

4. New Tour at Different OCONUS PDS. If the employee's new tour is at a different OCONUS PDS, a dependent who does not accompany the employee on RAT but remains at the old OCONUS PDS, is authorized to travel from the old to the new PDS.

5. TDY at the Expiration of Leave Prior to Returning to the OCONUS PDS. The dependent may return to the OCONUS PDS after the leave, when the employee:

- a. And dependent travels to the actual residence for leave before beginning a new OCONUS tour, and
- b. Performs TDY or attends a training course after the leave but before returning to the OCONUS PDS.

R. Relocation Allowances Table. This table lists allowances ICW RAT, and provides references to regulations that prescribe the applicable allowances. FTR refers to the Federal Travel Regulation. JTR is an administrative implementation for DoD civilian employees of the FTR, which applies to all Federal Executive Branch civilian

employees. References to the FTR are included for research purposes.

RENEWAL AGREEMENT TRAVEL (RAT) RELOCATION ALLOWANCES (FTR, Part 302-3.209)	
Relocation Allowances that the DOD Component Must Pay/Reimburse	Relocation Allowances that the DOD Component Has Discretionary Authority to Pay/Reimburse
1. <u>Transportation for Employee and Immediate Family Member(s)</u> . See Ch 5, Part B and FTR, Part 302-4 . 2. <u>Per Diem for Employee Only</u> . See par. 5950-L and FTR, Part 302-4 .	1. <u>HHG Shipment to PDS</u> . See par. 5950-O. 2. <u>Dependent Transportation to PDS</u> . See par. 5950-G.

S. Travel and Transportation Funding

1. Return to the Same OCONUS PDS. When an employee completes a required service period at an OCONUS activity and executes a renewal agreement for an additional tour of duty at the same OCONUS activity, the activity to which the employee is assigned must pay all travel/transportation costs.

2. Return to a Different OCONUS PDS

a. Losing Activity Costs. Except for a DoDEA employee, when an employee completes a required service period at an OCONUS activity and executes a renewal agreement for an additional tour of duty at a different OCONUS activity, in the same or another DoD Component, the losing OCONUS activity must pay the costs en route to the actual residence (see App A) or alternate point until return travel begins.

b. Gaining Activity Costs. The gaining OCONUS activity in the same or another DoD Component must pay:

- (1) Costs en route from the actual residence/alternate point to the new OCONUS PDS.
- (2) Transportation costs of dependents, who did not accompany the employee on the RAT, and the HHG and POV, direct from the old to the new OCONUS PDS ([44 Comp. Gen. 767 \(1965\)](#)).
- (3) All PCS costs when an employee transfers between activities funded by DoDEA.

3. Obtaining a Position while on Leave in the U.S.

a. An employee:

(1) Who:

- (a) Returns to the U.S. under a renewal agreement, and
- (b) Arranges a move to a PDS in the U.S. while on leave,

(2) Is authorized reimbursement for travel and transportation expenses to the new PDS instead of to the actual residence in the OCONUS service agreement.

b. The losing OCONUS activity must pay the travel and transportation costs to the new PDS, NTE the cost to the actual residence.

c. If the Gov't incurs additional expenses because of RAT performed to the actual residence by the employee/dependent, those expenses must be recovered from the employee.

d. Additional travel and transportation costs to the new PDS *may* be paid by the gaining activity. If the gaining activity *does not authorize* a PCS move, the losing activity *must amend the order* to provide for return from the losing activity to the actual residence for separation.

e. Travel and transportation expenses for separation are funded IAW par. 5516-D.

T. RAT Eligibility Table. The following eligibility table is ICW RAT for round-trip travel between overseas tours of duty for leave purposes, when return is to the same PDS or another PDS in the same locality.

RAT Eligibility Table	
Agreement Required	Yes
Employee & Dependent Transportation	Yes (No advance)
Employee Per Diem	Yes (No Advance)
Dependent Per Diem	No
HHT Per Diem & Transportation	No
TQSE	No
MEA	No
Sell & Buy Residence Lease Termination	No
HHG SIT	No
NTS of HHG	Allowed only for DoDEA teachers between school years

Ch 7, TOC

Section A10: RESERVED

NOTE TO EDITOR: DELETE PAR. 7065 AND MOVE INFORMATION TO PAR. 5950

5590-C1e

e. A former dependent's travel is authorized when the employee:

- (1) Is assigned to a U.S. PDS;
- (2) Travels to the actual residence in the U.S. for separation; or
- (3) Travels to the U.S. pursuant to renewal agreement.

*See pars. 5590-C3 and 5950.

5600-A2

*2. A dependent's return travel at Gov't expense to the OCONUS PDS is not authorized *except* when incident to RAT. See par. 5950.

5662-B2 and B3

*2. May be authorized/approved NTE 12 months for a DoDDS employee ICW an authorized extended leave of absence in a leave status, with or without pay, under par. 5950-P2d;

*3. May be authorized/approved for an administrator, as long as the period in the current agreement is

completed rather than the 2 school years specified in par. 5950-P;

5838-C1

*1. **General.** A renewal agreement must not be negotiated under the circumstances in par. 5950-F or with locally-hired individuals in pars. 5838-C2 and 5838-C3.

5842-C2

*2. **Renewal Agreement.** The tour of duty, under a renewal agreement, begins on the date the employee reports for duty at the OCONUS PDS following completion of RAT unless that travel is delayed and authorized/approved to be performed within a tour of duty. See par. 5950-F.

App A1

RENEWAL AGREEMENT TRAVEL (RAT) (Employees Only)

1. Travel and transportation allowance for the employee/dependents to return home on leave, between overseas tours of duty.

*2. See par. 5950 for eligibility and limitations.

3. See Permanent Duty Travel.

AppP2-E3a

*a. **Employee:** RAT (see par. 5950 and App I3-E4b), FVT (par. 7070), EVT (par. 7020), FEML (par. 7000), and R&R (par. 7005). A dependent also may qualify for certain leave transportation; refer to cited JTR references for authority.

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



PER DIEM, TRAVEL AND TRANSPORTATION ALLOWANCE COMMITTEE

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PDTATAC/tlw

9 January 2017

MEMORANDUM FOR

SEE DISTRIBUTION

SUBJECT:

UTD for MAP 004-17(I) -- RAT Leave

1. **SYNOPSIS:** This item moves par. 7065 (RAT Leave) to Ch 5, par. 5950, in accordance with direction from the Travel Transformation Team.
2. The attached revision is forwarded for information purposes only. No coordination or comments are required.
3. This revision was initiated by the Travel Transformation Team.
4. These changes are scheduled to appear in the JTR, dated 1 March 2017.
5. This determination is effective when printed in the JTR.
6. Action Officer: Lynn Wawrzyniak (tracie.l.wawrzyniak.civ@mail.mil).

VELDA A. POTTER

Regulations Lead, Policy & Regulations Branch

Attachment:

Rev 1

Civilian E-Mail Distribution:

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

JTR REVISIONS

Ch 5, TOC

Section B17: Renewal Agreement Travel (RAT) (Employees Only)

5950

RAT LEAVE

- A. General
- B. Eligibility Requirements for All OCONUS Areas
- C. Employee Stationed in AK or HI on 8 September 1982
- D. Employee Assigned, Appointed, or Transferred to a Post of duty in AK or HI after 8 Sep 1982
- E. Allowable Travel and Transportation
- F. RAT Denial/Delay
- G. Unaccompanied Dependent Travel
- H. RAT Non-Cumulative
- I. Baggage Transportation
- J. UB of a DODEA Teacher Authorized an Extended Leave of Absence
- K. HHG SIT
- L. Per Diem
- M. Leave Status during Absence from Duty
- N. Alternate Destination
- O. Limitations
- P. DoD Education Activity (DoDEA) Teacher
- Q. Dependent Transportation
- R. Relocation Allowance Table
- S. Travel and Transportation Funding
- T. RAT Eligibility Table

*CHAPTER 5: PERMANENT DUTY TRAVEL

*PART B: EMPLOYEES ONLY

*SECTION 17: RENEWAL AGREEMENT TRAVEL (RAT)

*5950 RAT LEAVE (EMPLOYEES ONLY)

A. General. An employee, and the employee's accompanying dependents, may be eligible to receive travel and transportation allowances for returning home between OCONUS tours of duty. This Part applies to an employee serving OCONUS tours of duty. See pars. 5950-C and 5950-D for an employee serving tours of duty in AK or HI.

NOTE: When an employee on a 12-month tour without dependents to a FEML area extends for a consecutive second 12-month tour, the employee is only eligible for one funded leave transportation program, the RAT or the FEML leave transportation program, but not both.

B. Eligibility Requirements for All OCONUS Areas

1. Eligibility. An employee must meet the requirements in par. 5950-B2 to be eligible for the allowances in par. 5950-A.
2. Requirements. Prior to departure from the OCONUS PDS an employee must have:
 - a. Satisfactorily completed the prescribed tour of duty (par. 5840-C and App Q3 for prescribed tours of duty), and

b. Entered into a new written service agreement for another tour of duty at an OCONUS PDS; (the new service agreement covers costs incident to travel to the employee's actual residence or alternate location IAW pars. 5950-N1, 5950-N2, and 5950-N3 and return and any additional cost paid by the Gov't as a result of the employee's transfer to another OCONUS PDS at the time of the tour RAT), and

c. (For HI or AK) Eligibility under pars. 5950-C and 5950-D.

C. Employee Stationed in AK or HI on 8 September 1982. An employee whose status on 8 September 1982 was any of the situations below, involving a PDS in AK or HI, continues to be eligible to receive RAT travel and transportation allowances provided that the employee continues to serve consecutive tours of duty within AK or HI (as appropriate within the same State). On 8 September 1982, the employee must have been:

1. Serving a tour of duty in AK or HI; or

2. En route to a PDS in AK or HI under a written service agreement to serve a tour of duty; or

3. Engaged in tour RAT and have entered into a new written service agreement to serve another tour of duty in AK or HI.

D. Employee Assigned, Appointed, or Transferred to a Post of duty in AK or HI after 8 September 1982

1. The travel and transportation allowances for RAT in this Part may not be authorized for an employee assigned, appointed, or transferred to a PDS in AK or HI after 8 September 1982, unless the DoD Component involved determines that payment of these expenses is necessary for recruiting/retaining an employee for a tour of duty in AK or HI.

2. This authority may be used only when required to fulfill DoD Component staffing needs for mission accomplishment. Use of these provisions is intended to ensure the availability of a well-qualified employee or an employee with special skills and knowledge who is not otherwise available in the local area, and to fill remote area positions.

3. DoD Component written material must prescribe criteria and guidelines to determine the need for RAT.

4. The DoD Component determination that RAT is necessary as a recruiting/retention incentive to fill a particular position in AK or HI must be reviewed and re-confirmed in writing periodically, but not less than every five years.

5. RAT travel and transportation allowances for recruiting/retention purposes is limited to two round trips beginning within 5 years after the employee first begins any period of consecutive tours of duty in either AK or HI. *An employee must be advised in writing of this limitation.*

NOTE: The successive tours must be in the same State. A tour in HI followed by a tour in AK, or vice versa, does not qualify.

E. Allowable Travel and Transportation

1. An eligible employee and dependent(s) is authorized transportation (including transportation to and from common carrier terminals) from the OCONUS PDS to the employee's actual residence at the time of assignment to the OCONUS PDS.

2. Transportation also is authorized from the actual residence to an OCONUS PDS; except for AK and HI. When AK and HI are involved, the return must be to a PDS in the same State (AK or HI) as the PDS at which the employee served immediately prior to RAT (par. 5950-C).

3. See par. 2400 for the mandatory use of TMCs for transportation arrangements.

4. See par. 5950-L for per diem.

5. POC mileage is not authorized for RAT while on an OCONUS tour (FTR, §302-4.301).

F. RAT Denial/Delay

1. RAT Denial. Except for teachers as in par. 5950-P, RAT may be denied only when the employee:

a. Is being processed for separation, or

b. Is going to be involved in a RIF, or

c. Has a removal action pending, or

d. Has been reassigned to a U.S. position, or

e. Is to be reassigned to a CONUS position ICW rotation on a similar program that precludes a required period of service completion under a renewal agreement.

2. RAT Delay

a. General

(1) Delay may not be imposed on a DoDEA teacher.

(2) RAT at Gov't expense may not be denied to an employee who has earned it except IAW par. 5950-F1.

(3) The time at which leave is granted (to perform RAT) is subject to appropriate personnel written material.

(4) RAT ordinarily is performed between OCONUS tours of duty (par. 5842-C2). Travel at a later date, within a tour of duty, may be authorized/approved by the employee's OCONUS commander (B-232179, 6 October 1989) subject to leave being granted IAW personnel written material.

b. Delay at Management's Request

(1) Management may request an employee to delay RAT by extending the initial tour (or tour then in effect) NTE 90 days if:

(a) The employee is engaged on a project that is scheduled for completion within a reasonable time,

(b) There is a temporary personnel shortage, or

(c) For other good reasons.

(2) Sufficient time must remain in the employee's renewal agreement tour (after adjusting the length of the tour by subtracting the number of days that the initial tour was extended) following RAT to serve at least 12 months upon return to the OCONUS PDS.

c. Delay at the Employee's Request. An employee may request an extension of the initial tour (or tour then in effect) to permit leave scheduling to accommodate personal/job related reasons acceptable to and permitted by the OCONUS commander concerned (par. 5840-C3). In this case, the employee's tour after performing RAT and returning to the OCONUS PDS is the greater of:

(1) The renewal agreement tour for the PDS concerned, decreased by the number of days the initial tour was extended; or

(2) 12 months.

d. Limits on OCONUS Assignments. A delay in performing RAT should not be authorized if the resulting extension to the new tour, or requirement to serve 12 months following return to the OCONUS PDS, requires the employee to remain at the OCONUS PDS beyond any 5 year (or other year) limit on OCONUS assignments contained in personnel written material, unless the employee is not affected by, or has been released from, the 5 year (or other year) OCONUS service limitation (par. 5840-C5).

e. Computing the Tour of Duty when Delayed RAT Is Involved and the Employee Is Not Affected by an OCONUS Service Limitation

Example: An employee's initial 36-month tour ended 30 June 2003. The employee was eligible to perform RAT beginning 1 July 2003 after signing a 24-month renewal agreement. The employee departed the PDS on 1 July 2003, performed RAT and returned 31 July 2003. The new tour of duty begins on 1 August 2003 and ends 31 July 2005 (i.e., 24 months after return from RAT).

If the initial tour was extended to 31 August 2003, delaying RAT for 62 days, and RAT for 30 days was performed from 1 to 30 September 2003, the employee's RAT tour after returning to the OCONUS PDS would be for 22 months beginning 1 October 2003 and ending 31 July 2005. The 22 months is computed by decreasing the 24-month tour prescribed for the PDS after RAT completion by the number of days the initial tour was extended (62 days).

G. Unaccompanied Dependent Travel. An employee may travel alone or with a dependent(s). A dependent may travel unaccompanied, but cannot perform round trip travel under renewal agreement authority if the employee does not, at some point, perform authorized RAT. An unaccompanied dependent must not be allowed delayed use of renewal agreement authority (i.e., start RAT) beyond 6 months after the date the employee begins travel, except for teachers IAW par. 5950-P.

H. RAT Non-Cumulative. RAT must be used between consecutive periods of continuous OCONUS employment. RAT may be performed between the completion date of one service agreement and prior to serving another tour of duty pursuant to a written renewal agreement (35 Comp. Gen. 101 (1955)). ***RAT authorization is not cumulative from one period of service to another if not used.***

I. Baggage Transportation

1. General. Travelers should transport minimal baggage with them during RAT. The maximum baggage allowance that may be authorized at Gov't expense for an employee and dependents returning to the actual residence to take leave between overseas tours of duty is determined by whether the baggage is accompanied or unaccompanied.

2. Excess Baggage

a. Excess accompanied baggage weight allowance for each traveler is 100 lbs./person (gross weight).

b. The 100 lb. weight limit does not include free checkable accompanied baggage.

3. Unaccompanied Baggage (UB). UB:

a. Is authorized for up to 100 lbs./person (net weight).

b. Does not accompany the traveler, but is transported separately by air (e.g., via postal service, FEDEX, etc.).

J. UB of a DODEA Teacher Authorized an Extended Leave of Absence. A teacher performing RAT for the purpose of advanced studies at a university in the U.S. and who also is on approved extended leave with/without pay for the current school is authorized transportation of:

1. 350 lbs. of UB for each eligible adult, and
2. 175 lbs. of UB for each dependent under age 12.

The allowable weight is limited to baggage necessary to accommodate the employee's reasonable needs for additional clothing/personal effects. Up to 100 lbs. excess accompanied baggage is authorized in addition to that allowed in par. 5950-I. Transportation under par. 5950-J is in place of UB the employee may be authorized to transport under the provisions of par. 5950-I.

NOTE: See par. 5656-B for UB ICW PDT.

K. HHG SIT. See Chapter 5, Part B for up to 90 days of HHG SIT.

L. Per Diem

1. An Employee is Authorized Per Diem during the Allowable RAT Travel Periods between the OCONUS PDSs and the Authorized RAT Destination. **No per diem is authorized for the employee's dependent incident to RAT when the employee returns to the same OCONUS PDS for duty.** However, when the employee is to report to a different OCONUS PDS for duty, after leave, per diem is allowable for a dependent while en route, limited to the constructed time by the usual transportation mode and route **directly** between old and new OCONUS duty stations. See par. 5950-E for allowable travel and transportation allowances.

NOTE: AEA in Ch 4, Part C may not be authorized/approved for RAT/PCS travel.

2. Per Diem Computation Example. The following example illustrates the method for per diem computation incident to RAT:

<u>Renewal Agreement Travel</u>			
<u>NOTE: See the Standard CONUS per diem rate or par. 2025 for the current Standard CONUS per diem rate.</u>			
1. <u>An employee and spouse performed RAT from OCONUS to CONUS, and return to the same OCONUS PDS.</u>			
2. <u>Itinerary</u>	<u>9/1</u>	<u>Depart OCONUS residence in Frankfurt, GE, at 0730</u> <u>Arrive CONUS residence at 2230</u>	
	<u>9/2 – 9/30</u>	<u>Leave</u>	
	<u>10/1</u>	<u>Depart CONUS residence at 1400</u>	
	<u>10/2</u>	<u>Arrive OCONUS at 1015</u>	
3. <u>The employee is authorized per diem since actual time exceeds 12 hours. See par. 5550-B.</u>			
4. <u>Maximum per diem rate at time of travel \$142 (\$91/ \$51) and OCONUS PDS per diem rate is \$239 (\$131/ \$108). (The destination per diem rate applicable for RAT to CONUS is the Standard CONUS per diem rate.)</u>			
5. <u>Reimbursement:</u>	<u>9/1</u>	<u>75% x \$51 (M&IE) =</u>	<u>\$ 38.25</u>
	<u>9/2- 9/30</u>	<u>No per diem</u>	<u>0.00</u>
	<u>10/1</u>	<u>75% x \$108 =</u>	<u>\$ 81.00</u>
	<u>10/1 – 10/2</u>	<u>75% x \$108 (M&IE) =</u>	<u>\$ 81.00</u>
<u>Total Reimbursement</u>			<u>\$200.25</u>
6. <u>Par. 5550-B applies and the destination M&IE rate (\$51) is used for computing per diem for that day since travel from Frankfurt to Chicago began and ended on the same day.</u>			
7. <u>On the return trip, the M&IE rate applicable to the OCONUS PDS (destination) is used for computing per diem. See par. 5550-B2a & 5550-B3.</u>			
8. <u>Per diem for dependents is not authorized for RAT.</u>			

M. Leave Status during Absence from Duty. The written material concerning leave of a Service or DoD Component applies regarding the employee's leave 'status'. Certain limitations may apply to teachers in the DoDEA IAW par. 5950-P.

N. Alternate Destination

1. Authorization

a. An employee/dependent is authorized to perform RAT to a destination (other than the employee's actual residence) in:

- (1) A CONUS/non-foreign OCONUS location, or
- (2) The country of the employee's actual residence.

b. Either destination listed above is an official travel destination.

c. Contract city-pair fares may be available for use. *If the employee/dependent travels to a more expensive alternate destination, city-pair fares are not authorized for any transportation related to the alternate destination and the employee is financially responsible for all excess cost.*

d. The policy constructed airfare (App A1) is to be used for constructed cost purposes (App P1, FTR §301-10.112 and 62 Comp. Gen. 596 (1983)).

2. Examples. The locations and transportation costs used in the following examples are for illustrative purposes only.

a. Example 1

<u>Employee's PDS is in OCONUS Location A and the actual residence is CONUS Location B. There is no city-pair airfare between OCONUS Location A and CONUS Location B.</u>	
<u>The policy constructed airfare (App A1) between OCONUS Location A and CONUS Location B (incorporating some city-pair airfare connections):</u>	<u>\$1,200</u>
<u>Employee desires to utilize RAT to CONUS Location C.</u>	
<u>City-pair airfare to/from CONUS Location C:</u>	<u>\$1,400</u>
<u>Least expensive policy-constructed airfare to/from CONUS Location C:</u>	<u>\$1,600</u>
<u>Since transportation to/from CONUS Location C is more expensive than transportation to/from CONUS Location B, no city-pair airfare may be used to/from CONUS Location C.</u>	
<u>The employee's financial responsibility is \$1,600 of which \$1,200 is reimbursable.</u>	

b. Example 2

<u>Employee's PDS is OCONUS Location A and the actual residence is CONUS Location B.</u>	
<u>Round trip city-pair airfare trip cost:</u>	<u>\$980</u>
<u>Employee desires to utilize RAT to/from CONUS Location C.</u>	
<u>Round trip city-pair airfare to/from CONUS Location C:</u>	<u>\$840</u>
<u>Since transportation to/from CONUS Location C is less expensive than the transportation to/from the actual residence in CONUS Location B, the employee is authorized city-pair airfare to/from CONUS Location C (\$840) NTE the \$980 cost to the actual residence.</u>	

3. Time and Location Requirement. If an employee's actual residence is in a CONUS/non-foreign OCONUS location, the employee, and the employee's dependent, must spend the majority of the RAT time in the CONUS or that non-foreign OCONUS location for RAT to be authorized.

4. Alternate Destination Not Authorized. RAT must not be authorized to an alternate destination if the traveler:

a. Does not meet the conditions in par. 5950-P,

b. Is merely routed through the country of actual residence en route to another country, or

c. Travels to various points for personal reasons (e.g., a "travel tour").

5. Administration. An alternate destination:

a. Is determined in advance of travel and stated in the order,

b. Omitted from the order may be later added to the order as an amendment, or

c. May be specifically approved on the reimbursement voucher if permitted by finance written material.

6. Reimbursement. RAT reimbursement for travel to an alternate destination is NTE the amount allowed for transportation along a usually traveled route between the PDS and the actual residence.

O. Limitations

1. HHG. There is no authority (ICW RAT) for HHG transportation except for necessary UB IAW pars. 5950-I and 5950-J. Signing the renewal agreement ICW RAT can be the basis for reestablishing expired authority for HHG and dependent transportation to the extent of a prior order that was unused (38 Comp. Gen. 653 (1959)).

2. Unaccompanied Dependents. See par. 5950-G for an unaccompanied dependent's travel and transportation authority.

3. Destination Point Relocation. RAT authority does not apply if an employee's travel destination is to a place other than in the country or area in which the actual residence is located.

4. Duplicate Eligibility. *Duplicate transportation is not authorized for persons who may be separately eligible for RAT as an employee and as a dependent (i.e., a couple, each with RAT authority, can only travel once. Each may not travel again as a 'dependent' of the other).*

5. RAT ICW other Travel. An employee may not be required to combine RAT with any other funded leave transportation program or travel allowance. An employer may not require that RAT be combined with any other funded leave transportation program or travel allowance.

P. DoD Education Activity (DoDEA)Teacher

1. Completion of Period of Service RAT. Under RAT authority, a teacher who satisfactorily completes the period of service in the service agreement is authorized travel to a CONUS/non-foreign OCONUS actual residence during the summer recess. This travel is authorized whether return is to the same/a different OCONUS area.

2. Exceptions

a. General

(1) A teacher is authorized to travel to a CONUS/non-foreign OCONUS location on the first portion of RAT authority to attend an accredited college/university.

(2) Travel to the OCONUS area may be accomplished under the return portion of RAT authority upon completion of the study period.

(3) Par. 5950-G (Unaccompanied Dependent Travel) is exclusive of any time the teacher is actively enrolled at the college/university in a CONUS/non-foreign OCONUS location.

(4) The exceptions in par. 5950-P2 may be authorized/approved during a period of continuous service IAW pars. 5950-P2b and 5950-P2c.

b. Reassignment at Management's Request

(1) Under RAT authority, after completing 1 school-year of service on a current service agreement, any teacher who is reassigned at management's request from one 2-year area to another 2-year area, may return to the CONUS/non-foreign OCONUS actual residence during the summer vacation.

(2) The normal routing between the two PDSs must be through a CONUS/non-foreign OCONUS location and the teacher must sign a new renewal agreement for the new area of assignment.

(3) Other reassignments at management's request do not qualify for RAT travel and must be limited to travel by direct routing as a PCS movement between the two PDSs.

(4) The first school-year of service at the new location completes the second consecutive school-year of required service under the initial service agreement.

c. Attendance at an Accredited College/University

(1) When the teacher desires to return to a CONUS/non-foreign OCONUS location for the summer at the end of the first school-year of service, the teacher may be authorized round trip RAT if the teacher is:

(a) Under an agreement to attend an accredited college/university,

(b) Pursuing courses for professional preparation/advancement that are related to the present/planned needs of the DoDEA, or

(c) Pursuing other specific professional preparations meeting current DoDEA requirements, or

(d) Attending courses that are required for continued certification in the teacher's home State.

(2) The renewal agreement is signed before leaving the OCONUS area.

(3) The teacher is required to present satisfactory evidence of acceptance by, or an acceptable intent to attend, an institution for an appropriate course of study of not less than 6 semester hours.

(4) The teacher becomes financially responsible for previously Gov't-paid travel costs, when travel was at Gov't expense to a CONUS/non-foreign OCONUS location to attend a course of study and there is no satisfactory proof of:

(a) Course(s) completion, or

(b) Reasons for not completing the course(s).

(5) A teacher who returns to a CONUS/non-foreign OCONUS location under the exception in par. 5950-P1 begins a new 2-school-year cycle under the renewal agreement upon return to the OCONUS area.

d. Attendance at an Accredited College/University Incident to Authorized Extended Leave of Absence. Round trip RAT may be authorized for the purpose of furthering professional growth in the case of a teacher who is authorized a leave of absence to attend an accredited college/university in a CONUS/non-foreign OCONUS location provided the teacher:

(1) Has satisfactorily completed 2 school-years in the DoD Overseas Dependents School System and meets the eligibility conditions for RAT.

(2) Executes a renewal agreement - prior to departure ICW the authorized leave of absence, and

(3) Presents to the appropriate official responsible for authorizing the extended leave of absence and RAT:

(a) Acceptable evidence of intent to attend an accredited college/university to pursue a course of study leading to a higher degree or for graduate work in a chosen field,

(b) Evidence that the course of study is not feasible through other means,

(c) Proof/acceptance of the course of study, and

(d) Information regarding successful course completion.

e. Reassignment to 1-year Tour Area. A teacher who requests reassignment at the end of the first school year, and receives management approval for reassignment to a new 1-year tour area, is authorized RAT to the CONUS/non-foreign OCONUS actual residence for the summer recess. Personnel written material applies for pay/leave status. RAT also is authorized from that CONUS/non-foreign OCONUS actual residence to the new OCONUS PDS indicated in the renewal agreement.

3. HHG Storage between School Years. See par.5662-A.

a. Conditions. See par. 5662-A for HHG storage between school years.

b. In Addition to SIT. Authority for storage between school years (par. 5662-A) is in addition to authority for SIT ICW HHG shipment. Storage under these two authorities may overlap in time.

c. Substitute and Part-Time Teachers. *Substitute and part-time teachers are not eligible for storage between school years.*

d. Administrative Arrangements

(1) The industrial relations/civilian personnel officer (administrative responsibility) must furnish the TO notification about storage between school years. The notification must specify the storage period beginning and ending dates.

(2) The TO is responsible for storage arrangements.

(3) The TO must maintain a record of all storage costs or the reasonable value for storage furnished for each teacher.

e. Indebtedness Notification. Appropriate financial written material addresses indebtedness and appropriate notification so that collection action can be taken.

f. Consecutive School Terms in Different Locations

(1) If a teacher is at different locations for consecutive school terms, storage costs are paid by the

losing command/activity until the HHG are removed from storage for transportation to the new PDS.

(2) The gaining command/activity pays for any storage costs after the date the HHG arrive at the new PDS.

(3) Storage may be at either the old or new PDS whichever is most practical with the losing command paying only if storage is at the old PDS.

Q. Dependent Transportation

1. When Authorized. Dependent transportation may be authorized ICW the employee's RAT and subject to the conditions in this Part, the dependent transportation cost is NTE the Gov't's cost for transportation to the employee's authorized destination.

2. Dependent Eligibility. A dependent is authorized round trip transportation ICW the employee's renewal agreement, provided that the dependent:

a. Traveled to the OCONUS PDS within the prescribed 1- year limit, or

b. Became a dependent at the OCONUS area by marriage, birth, or adoption before the employee began round-trip travel under a renewal agreement.

3. Authorization Limitations. A dependent:

a. At the OCONUS PDS may:

(1) Accompany the employee, and/or

(2) Travel before/after the employee *but only after the employee has met RAT eligibility requirements and the renewal agreement is in place.*

b. Who did not travel to an OCONUS PDS during the preceding tour (including newly acquired dependents), is authorized one-way transportation to the PDS ICW the employee's renewal agreement.

c. Uses RAT to travel to the OCONUS PDS for the first time and may travel at different times than the employee or with the employee on return to the OCONUS PDS.

d. Travels, performed after the employee's RAT, must be completed within 6 months of the employee's RAT start date.

e. *May be authorized RAT only when the employee performs RAT (35 Comp. Gen. 101 (1955)).*

4. New Tour at Different OCONUS PDS. If the employee's new tour is at a different OCONUS PDS, a dependent who does not accompany the employee on RAT but remains at the old OCONUS PDS, is authorized to travel from the old to the new PDS.

5. TDY at the Expiration of Leave Prior to Returning to the OCONUS PDS. The dependent may return to the OCONUS PDS after the leave, when the employee:

a. And dependent travels to the actual residence for leave before beginning a new OCONUS tour, and

b. Performs TDY or attends a training course after the leave but before returning to the OCONUS PDS.

R. Relocation Allowances Table. This table lists allowances ICW RAT, and provides references to regulations that prescribe the applicable allowances. FTR refers to the Federal Travel Regulation. JTR is an administrative implementation for DoD civilian employees of the FTR, which applies to all Federal Executive Branch civilian

employees. References to the FTR are included for research purposes.

<u>RENEWAL AGREEMENT TRAVEL (RAT) RELOCATION ALLOWANCES</u> <u>(FTR, Part 302–3.209)</u>	
<u>Relocation Allowances that the DOD Component Must Pay/Reimburse</u>	<u>Relocation Allowances that the DOD Component Has Discretionary Authority to Pay/Reimburse</u>
<u>1. Transportation for Employee and Immediate Family Member(s). See Ch 5, Part B and FTR, Part 302–4.</u>	<u>1. HHG Shipment to PDS. See par. 5950-O.</u>
<u>2. Per Diem for Employee Only. See par. 5950-L and FTR, Part 302–4.</u>	<u>2. Dependent Transportation to PDS. See par. 5950-G.</u>

S. Travel and Transportation Funding

1. Return to the Same OCONUS PDS. When an employee completes a required service period at an OCONUS activity and executes a renewal agreement for an additional tour of duty at the same OCONUS activity, the activity to which the employee is assigned must pay all travel/transportation costs.

2. Return to a Different OCONUS PDS

a. Losing Activity Costs. Except for a DoDEA employee, when an employee completes a required service period at an OCONUS activity and executes a renewal agreement for an additional tour of duty at a different OCONUS activity, in the same or another DoD Component, the losing OCONUS activity must pay the costs en route to the actual residence (see App A) or alternate point until return travel begins.

b. Gaining Activity Costs. The gaining OCONUS activity in the same or another DoD Component must pay:

(1) Costs en route from the actual residence/alternate point to the new OCONUS PDS.

(2) Transportation costs of dependents, who did not accompany the employee on the RAT, and the HHG and POV, direct from the old to the new OCONUS PDS (44 Comp. Gen. 767 (1965)).

(3) All PCS costs when an employee transfers between activities funded by DoDEA.

3. Obtaining a Position while on Leave in the U.S.

a. An employee:

(1) Who:

(a) Returns to the U.S. under a renewal agreement, and

(b) Arranges a move to a PDS in the U.S. while on leave,

(2) Is authorized reimbursement for travel and transportation expenses to the new PDS instead of to the actual residence in the OCONUS service agreement.

b. The losing OCONUS activity must pay the travel and transportation costs to the new PDS, NTE the cost to the actual residence.

c. If the Gov't incurs additional expenses because of RAT performed to the actual residence by the employee/dependent, those expenses must be recovered from the employee.

d. Additional travel and transportation costs to the new PDS *may* be paid by the gaining activity. If the gaining activity *does not authorize* a PCS move, the losing activity *must amend the order* to provide for return from the losing activity to the actual residence for separation.

e. Travel and transportation expenses for separation are funded IAW par. 5516-D.

T. RAT Eligibility Table. The following eligibility table is ICW RAT for round-trip travel between overseas tours of duty for leave purposes, when return is to the same PDS or another PDS in the same locality.

<u>RAT Eligibility Table</u>	
<u>Agreement Required</u>	<u>Yes</u>
<u>Employee & Dependent Transportation</u>	<u>Yes (No advance)</u>
<u>Employee Per Diem</u>	<u>Yes (No Advance)</u>
<u>Dependent Per Diem</u>	<u>No</u>
<u>HHT Per Diem & Transportation</u>	<u>No</u>
<u>TQSE</u>	<u>No</u>
<u>MEA</u>	<u>No</u>
<u>Sell & Buy Residence Lease Termination</u>	<u>No</u>
<u>HHG SIT</u>	<u>No</u>
<u>NTS of HHG</u>	<u>Allowed only for DoDEA teachers between school years</u>

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Section A10: ~~RESERVED~~Renewal Agreement Travel (RAT) (Employees Only)

7065	<u>RAT LEAVE</u>
	<u>A. General</u>
	<u>B. Eligibility Requirements for All OCONUS Areas</u>
	<u>C. Employee Stationed in AK or HI on 8 September 1982</u>
	<u>D. Employee Assigned, Appointed, or Transferred to a Post of duty in AK or HI after 8 Sep 1982</u>
	<u>E. Allowable Travel and Transportation</u>
	<u>F. RAT Denial/Delay</u>
	<u>G. Travel in Family Units not Required</u>
	<u>H. RAT Non-Cumulative</u>
	<u>I. Baggage Transportation</u>
	<u>J. UB of a DoDEA Teacher Authorized an Extended Leave of Absence</u>
	<u>K. HHG SIT</u>
	<u>L. Per Diem</u>
	<u>M. Leave Status during Absence from Duty</u>
	<u>N. Alternate Destination</u>
	<u>O. Limitations</u>
	<u>P. DoD Education Activity (DoDEA) Teacher</u>
	<u>Q. Dependent Transportation</u>
	<u>R. Relocation Allowance Table</u>
	<u>S. Travel and Transportation Funding</u>
	<u>T. RAT Eligibility Table</u>

NOTE TO EDITOR: DELETE PAR. 7065 AND MOVE INFORMATION TO PAR. 5950

5590-C1e

e. A former dependent's travel is authorized when the employee:

- (1) Is assigned to a U.S. PDS;
- (2) Travels to the actual residence in the U.S. for separation; or
- (3) Travels to the U.S. pursuant to renewal agreement.

| *See pars. 5590-C3 and [59507065](#).

5600-A2

| *2. A dependent's return travel at Gov't expense to the OCONUS PDS is not authorized *except* when incident to RAT. See par. [59507065](#).

5662-B2 and B3

| *2. May be authorized/approved NTE 12 months for a DoDDS employee ICW an authorized extended leave of absence in a leave status, with or without pay, under par. [59507065](#)-P2d;

| *3. May be authorized/approved for an administrator, as long as the period in the current agreement is completed rather than the 2 school years specified in par. [59507065](#)-P;

5838-C1

| *1. General. A renewal agreement must not be negotiated under the circumstances in par. [59507065](#)-F or with locally-hired individuals in pars. 5838-C2 and 5838-C3.

5842-C2

| *2. Renewal Agreement. The tour of duty, under a renewal agreement, begins on the date the employee reports for duty at the OCONUS PDS following completion of RAT unless that travel is delayed and authorized/approved to be performed within a tour of duty. See par. [59507065](#)-F.

App A1

RENEWAL AGREEMENT TRAVEL (RAT) (Employees Only)

1. Travel and transportation allowance for the employee/dependents to return home on leave, between overseas tours of duty.

| *2. See par. [59507065](#) for eligibility and limitations.

3. See Permanent Duty Travel.

AppP2-E3a

| *a. Employee: RAT (see par. [59507065](#) and App I3-E4b), FVT (par. 7070), EVT (par. 7020), FEML (par. 7000), and R&R (par. 7005). A dependent also may qualify for certain leave transportation; refer to cited JTR references for authority.