



PER DIEM, TRAVEL AND TRANSPORTATION ALLOWANCE COMMITTEE

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PDTATAC/tgh

31 Dec 2012

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: UTD/CTD for MAP 169-12(I)/CAP 138-12(I) -- Calendar Year
2013 GMR/PMR Examples

1. SYNOPSIS: Updates the GMR/PMR examples in U4173-D and APP R2-J as released by OSD (P&R) effective 1 January 2013.
2. The attached revision is forwarded for information purposes only. No coordination or comments are required.
3. This revision was initiated by OSD (P&R).
4. These changes are scheduled to appear in JFTR change 314, and JTR Change 568 dated 1 February 2013.
5. Revisions in this information item are *effective 1 January 2013*.

//Approved//

W. B. TIRRELL, SR.

Chief, Policy and Regulations Branch

Attachment:

Rev 1

Uniformed E-Mail Distribution:

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

Civilian E-Mail Distribution:

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

JFTR REVISIONS

U4173-D, Example 2:

2. Example 2. Per Diem Rate – Standard GMR/PMR and POC TDY Mileage Computation

<u>Example 2</u>			
Per Diem Rate – Standard GMR/PMR and POC TDY Mileage Computation			
<p>A traveler is TDY to a U.S. INSTALLATION at which GOV'T lodging (\$6/night) and dining facility/mess are available. GMR is directed in the order. The AO approves the PMR on the 17th because breakfast was not available.</p> <p>POC use between the residence and TDY station is to the GOV'T's advantage and is authorized on the order (par. U4915).</p> <p>The maximum per diem rate is \$131 (\$85/ \$46). Standard GMR (par. U4149-B) is \$11.70 and the PMR (par. U4149-C) is \$27 plus the CONUS \$5 IE rate applies in this example.</p> <p><i>NOTE: GOV'T dining facility/mess deductions are never made for arrival and departure days (par. U4147, item I). The GMR and PMR rates used in this example are for illustrative purposes only –APP A for the current GMR.</i></p>			
ITINERARY			
Date	Depart	Arrive	POC Distance
10 March	Residence	TDY Station	325 miles
16-18 March		At TDY Station	
19 March	TDY Station	Residence	325 miles
REIMBURSEMENT			
15 March	$\$6 + (\$46 \times 75\%) = \$6 + \$34.50 =$		\$ 40.50
16 March	$\$6 + \$11.70 \text{ (GMR)} + \$5 \text{ (IE)} =$		\$ 22.70
17 March	$\$6 + \$27 \text{ (PMR)} + \$5 \text{ (IE)} =$		\$ 38.00
18 March	$\$6 + \$11.70 \text{ (GMR)} + \$5 \text{ (IE)} =$		\$ 22.70
19 March	$\$46 \times 75\% =$		\$ 34.50
1 round trip of 650 miles (official distance) x \$.565/mile =			<u>\$ 367.25</u>
Total Reimbursement			\$525.65

JFTR/JTR REVISIONS

APP R2-J:

J. PMR Computation Examples. The following example shows how to compute the PMR and a PMR voucher. PMR is an amount based on the locality meal rate and the GMR. Please check JFTR or JTR, [APP A](#), for the current GMR.

*1. The PMR example uses the Standard CONUS M&IE rate of \$46 and the Standard GMR of \$11.70 to compute the PMR amount. The \$46 consists of \$41 for meals and \$5 for incidental expenses. ***Disclaimer: The numbers in this example are for illustrative purposes only.***

Example computation rules: the PMR is an average of two rates – (1) the locality meal rate and the GMR which are added, (2) averaged and rounded up to the nearest dollar. To compute the Proportional M&IE rate, (3) add the appropriate incidental expense rate, and (4) the total becomes the proportional M&IE amount.

NOTE: The meal rate ONLY, and not the entire M&IE rate, is used to compute the PMR. The appropriate incidental expenses rate is added to the PMR to create the proportional M&IE rate.

Step 1	*Add the locality <u>meal rate</u> and <u>GMR</u>	*\$41 + \$11.70 = \$52.70
Step 2	Divide Step 1 total in half (rounded to the next highest dollar)	*\$52.70 ÷ 2 = \$26.35 *(Rounded to \$27)
Step 3	Add Step 2 total to the CONUS incidental expense rate	*\$27 + \$5 = \$32
Step 4	Proportional Meal and Incidental Expense Rate	*\$32

2. PMR Voucher Computation Example: A traveler is TDY for 3 days to a conference at a CONUS location (Standard CONUS per diem rate applies). Lodging is \$55/night and GMR is \$11.70. GOV'T furnished meals are not available for the first and last day; however, two GOV'T meals are available for the second day. The AO authorizes a PMR of \$27 for the second day. ***NOTE: GOV'T dining facility/ mess deductions are not taken for the arrival and departure travel days (JFTR, par. U4147/JTR, par. C4553-C2).***

ITINERARY:		
Day 1	Depart Residence/Arrive TDY	
Day 2	TDY	
Day 3	Depart TDY/Arrive Residence	
REIMBURSEMENT:		
<u>Day</u>	<u>Computation</u>	<u>Total</u>
Day 1	\$55 + [(\$46 (M&IE) x 75 %) = \$34.50] =	\$ 89.50
Day 2	*\$55 + \$27 (PMR) + \$5 IE =	*87.00
Day 3	\$46 x 75% =	34.50
TOTAL		*\$ 211.00