



PER DIEM, TRAVEL AND TRANSPORTATION ALLOWANCE COMMITTEE

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PDTATAC/vap

13 April 2011

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: UTD/CTD for MAP 171-10/CAP 133-10 -- Yellow Ribbon

1. **SYNOPSIS:** Authorize travel and transportation allowances for designated individuals (other than dependents) to attend a Yellow Ribbon Reintegration Event.
2. The Committee Chair has approved the attached changes to the Joint Federal Travel Regulations, Volume 1 (JFTR), and Joint Travel Regulations, Volume 2 (JTR), made in MAP 171-10/CAP 133-10.
3. This determination is an advance notice of the changes to the JFTR and JTR. You are requested to disseminate this determination to the appropriate offices within your Service.
4. These changes are scheduled to appear in JFTR change 294, and JTR change 548, dated 1 June 2011.
5. This determination is *effective on 12 April 2011*, when it was approved by the Chairman.

//approved//

DANE SWENSON

Chief, Strategic Planning and Policy Division

Attachment:

Rev 2

Uniformed E-Mail Distribution:

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

Civilian E-Mail Distribution:

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

JFTR REVISIONS:

U2300-B14:

*14. designated representatives to Yellow Ribbon, par. U5255-F.

*U5255:

**Effective for travel on or after 12 April 2011*

***U5255 TRAVEL AND TRANSPORTATION FOR DESIGNATED INDIVIDUALS ATTENDANCE AT YELLOW RIBBON**

A. General. Ordinarily, not more than two individuals designated by (par. U5255-B) a member authorized to attend a Yellow Ribbon Reintegration Program event may be provided transportation and per diem under par. U5255 as determined by appropriate authority. The Secretarial Process may authorize/approve transportation and per diem for more than two designated individuals in circumstances determined to be appropriate by the Service Concerned. See par. U1010-B1 for claims and APP E1, par. A2t for ITA authority.

B. Designated Individuals

1. A designated individual is a person designated by the member whose presence at the Yellow Ribbon event may contribute to the purpose of the event for the member. If the designated individual is a:

a. Uniformed Service Member: The member is authorized TDY travel and transportation allowances.

b. Civilian Employee: A GOV'T civilian employee is authorized the TDY travel and transportation allowances in regulation used by the travel-funding agency or department. A civilian employee traveling using DoD funds is issued a DD Form 1610 TDY travel authorization and/or paid under DTS.

c. Other Persons: A person, other than a member or civilian employee, should be issued an ITA (APP E1, par. A1). The individual is authorized the allowances in pars. U5255-C, U5255-D and U5255-E.

2. The member must designate individuals in writing and may change any or all of the designated individuals at any time. However, only two designated individuals may attend each separate trip event unless the Secretarial Process authorizes/approves more than two.

C. Transportation. One, or a combination, of the following round-trip transportation services between the designated individual's home and the Yellow Ribbon event location may be provided:

1. Transportation-in-kind;

2. Reimbursement for the cost of personally procured commercial transportation (***CTO use is still MANDATORY***) NTE the cost of GOV'T-procured round-trip air travel;

3. Automobile mileage rate (par. U2600) for the official distance traveled by POC.

GOV'T/GOV'T-procured transportation must be used to the maximum extent practicable for transoceanic travel. Reimbursement provided in par. U5255-C2 is subject to par. U5201-A1b for land travel and par. U5207 for transoceanic travel. When land travel is by mixed modes, reimbursement is for actual travel NTE the cost of personally procured transportation between origin and destination (minus the cost of any GOV'T-procured transportation used). When travel is by POC, only the POC operator is authorized the allowance prescribed in par. U5255-C3.

D. Per Diem. A per diem allowance or AEA, whichever applies, as prescribed in Ch 4, Part B or C, for the

allowable travel time, computed under par. U3005-C, is authorized for travel to, from, and while at the Yellow Ribbon event for travel under par. U5255.

E. Reimbursable Expenses. The reimbursable expenses listed in APP G incurred incident to travel under par. U5255 may be reimbursed. Receipt requirements are the same as those in par. U2510.

F. Funds Advance. An allowance under par. U5255 may be paid in advance IAW par. U2300.

JFTR/JTR REVISIONS:

APP E, Part 1, par A2q:

*q. A Service may authorize/approve per diem and one round-trip transportation between the residence to the medical facility for a limited number of designated individuals of an ill or injured member (*not of a civilian employee*) per JFTR, par. U5246.

APP E, Part 1, par A2t:

*t. a limited number of designated individuals attending a Yellow Ribbon Reintegration Program event IAW JFTR, par. U5255.