MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: UTD/CTD for MAP/CAP 006-17(E) -- Allow Receipt Waiver for Long Term TDY Actual Expenses

1. SYNOPSIS: Allows the Secretary Concerned, COCOM Commander, or Director of a DoD Agency/Component to waive the receipt requirement for travelers on long-term temporary duty authorized to receive actual expenses up to the full locality rate when requiring receipts will negatively affect mission performance or create an undue administrative burden (section 675 of FY17 NDAA).

2. These changes are scheduled to appear in the JTR, dated 1 April 2017.

3. This determination is effective on 31 January 2017.

4. Action Officer: Velda A. Potter (velda.a.potter.civ@mail.mil).

//approved//
Donna Haddix
Acting Chief, Policy & Regulations Branch

Attachment:
Rev 1

Uniformed E-Mail Distribution:
MAP Members P&R Branch PMO-DTS GSA-3FT GSA-OGP(MTT) DTMO PPC

Civilian E-Mail Distribution:
CAP Members P&R Branch PMO-DTS GSA-3FT GSA-OGP(MTT) DTMO CBCA Judges
JTR REVISIONS:

4250-B11:

*11. The Secretary Concerned, COCOM Commander or Director of a DoD Agency/Component may authorize/approve payment of actual expenses for M&IE (see App A1), up to the full locality rate when the reduced flat rate M&IE is not sufficient, based on the circumstances of the TDY. Authority may not be delegated below the three-star GO/FO (or civilian equivalent) deputy/vice commander level. Travelers requesting reimbursement in excess of the authorized flat rate M&IE must provide receipts to substantiate claims for actual expenses unless itemized charges are documented through the use of the GTCC, used IAW the Travel and Transportation Reform Act of 1998. The same authority that authorizes/approves actual expenses may waive this receipt requirement when they personally certify that requiring travelers to submit receipts negatively affects mission performance or creates an undue administrative burden. All authorizations for payment of actual costs for M&IE for TDYs over 30 days must be reported to the PDTATAC, Chief. See par. 4250-B9c for the submission process.
The following pages are the same policy preceding this page but showing tracked changes.
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