MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: UTD/CTD for MAP/CAP 018-17 (R) – SROTC Parking Expense Reimbursement

1. SYNOPSIS: Increases the recruiter related parking expense from $200 to $255, decreases the minimum from $25 to $20 and eliminates reducing reimbursement by the minimum threshold ($20). Reimbursement maybe made on a monthly, quarterly or annual basis per Service policy.

2. The Committee Chair has approved the attached changes to the Joint Travel Regulations, made in MAP/CAP 018-17(R).

3. This determination is an advance notice of the changes to the JTR. You are requested to disseminate this determination to the appropriate offices within your Service.

4. These changes are scheduled to appear in JTR, dated 1 February 2018.

5. This determination is effective on 4 October 2017, when it was approved by the Chair.

6. Action Officer: Henry Mitchell (henry.mitchell4.civ@mail.mil).

//approved//

PHILIP BENJAMIN
Deputy Director, DTMO

Attachment:
Rev 1

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

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

020606. Recruiter-Related Parking Expenses

A. Eligibility. A DoD Service member or a civilian employee who incurs monthly parking expenses of more than $20 while on official duty is eligible for reimbursement when assigned to the following types of duty:

1. Serving as a recruiter for the Armed Forces.

2. Assigned to an Armed Forces military entrance processing facility.

3. Detailed for instructional and administrative duties at any institution where a Senior Reserve Officer Training Corps unit is located.

B. Allowances. The traveler is authorized reimbursement for monthly parking expenses not to exceed $255. Monthly parking expenses of $20 or less are not reimbursed.

1. The reimbursement covers all expenses for parking a POV at the PDS work site or TDY location.

2. The statutory authority for reimbursement of parking expenses does not include any parking that is contracted in advance.

3. Reimbursement may be on monthly, quarterly or annual basis per Service policy.
The following pages are the same policy preceding this page but showing tracked changes.
PDTATAC/hm

29 December 2017

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B. Allowances. The traveler is authorized reimbursement for the portion of the monthly parking expenses that exceeds $25, but not to exceed $255. This reimbursement is limited to $200 in any month. Monthly parking expenses of $20 or less are not reimbursed.

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