



PER DIEM, TRAVEL AND TRANSPORTATION ALLOWANCE COMMITTEE

4800 Mark Center Drive, Suite 04J2501

Alexandria, VA 22350-9000

www.defensetravel.dod.mil

PDTATAC/tlw

11 May 2015

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: UTD/CTD for MAP/CAP 56-15(I) -- Per Diem Definition
Correction

1. **SYNOPSIS:** Corrects and clarifies wording ICW tips for hotel employees.
2. The attached revision is forwarded for information purposes only. No coordination or comments are required.
3. This revision was initiated by PDTATAC Staff.
4. These changes are scheduled to appear in the JTR, dated 1 June 2015.
5. **This determination is effective when printed in the JTR.**

JOEL T. RIDENOUR
Chief, Policy and 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

App A, PER DIEM ALLOWANCE:

F. Incidental Expenses

1. Authorized. Incidental expenses include:

*a. Fees and tips to hotel employees, porters, baggage carriers, and flight attendants involving all official domestic and foreign travel. See par. 7815-F4, regarding baggage-handling costs incurred ICW a traveler's disability/special need.

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



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