



PER DIEM, TRAVEL AND TRANSPORTATION ALLOWANCE COMMITTEE

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PDTATAC/tgh

17 June 2015

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: UTD/CTD for MAP/CAP 73-15(I) – Flat Rate Per Diem for Long Term TDY – Suitability of Lodging

1. **SYNOPSIS:** Clarifies that lodging the CTO arranges must be suitable. Determination of suitability is an inherently governmental function, based on various factors including member safety and security, and is not the responsibility of a contracted CTO.
2. The attached revision is forwarded for information purposes only. No coordination or comments are required.
3. This revision was initiated by DTMO Staff in response to AF MAP member's concern that travelers could not receive reimbursement for lodging at the locality rate when the CTO could find lodgings, but those lodging facilities were rejected by the approving official for force protection reasons..
4. These changes are scheduled to appear in the JTR, dated 1 July 2015.
5. This determination is effective on 17 June 2015.

//Approved//

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

4250 LONG TERM TDY FLAT RATE PER DIEM

A. General

1. *****

a. – b. *****

c. If a traveler is unable to arrange suitable commercial lodging on their own, the CTO should be contacted for assistance. If the CTO is unable to arrange suitable lodging at the reduced per diem rate, the AO may authorize actual lodging, not to exceed the locality per diem rate, in accordance with par. 4130 and 4155, but the M&IE is paid at the 75% or 55% rate.

2. *****