MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: UTD/CTD for MAP/CAP 088-17(E) - Flat Rate Per Diem - Date of Arrival

1. SYNOPSIS: Starts the reduced flat rate per diem on the day of arrival at the long term TDY location. A traveler who cannot occupy long-term lodging on the day of arrival at the TDY location may be reimbursed actual lodging costs up to the locality lodging rate supported by a lodging receipt.

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

3. This determination is effective when published in the JTR.

4. Action Officer: Tim Haddix (timothy.g.haddix.civ@mail.mil).

//Approved//

VELDA A. POTTER
Regulations Lead, 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:

020311:

Flat-rate per diem applies when a traveler is assigned on a long-term TDY at one location for more than 30 days. It is a percentage of the locality per diem rate and the percentage amount depends on the length of the TDY specified in the travel authorization. The reduced flat rate applies to the day of arrival through the day prior to departure. This applies to both lodging and M&IE. However, if the traveler departs from the PDS and arrives at the TDY location on the same day the 75% will apply to the M&IE. This rate may not be further reduced. The provisions of par. 020303.G1-11 do not apply under flat-rate per diem because they are considered part of the lodging portion of the flat rate.

Table 2-21:

<table>
<thead>
<tr>
<th>The above rules apply unless…</th>
<th>Then…</th>
</tr>
</thead>
<tbody>
<tr>
<td>the traveler cannot occupy long-term lodging on the day of arrival at the TDY location,</td>
<td>the actual cost of lodging not to exceed the lodging portion of the locality per diem rate, applies on the day of arrival at the TDY location. A lodging receipt is required.</td>
</tr>
<tr>
<td>neither the traveler nor the TMC can find suitable lodging within the reduced rate,</td>
<td>the AO may authorize, in advance, the actual cost of lodging not to exceed the locality per diem rate. However, the M&amp;IE rate is still paid at the applicable flat per diem percentage rate.</td>
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The following pages are the same policy preceding this page but showing tracked changes.
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