



PER DIEM, TRAVEL AND TRANSPORTATION ALLOWANCE COMMITTEE

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PDTATAC/vap

2 November 2016

MEMORANDUM FOR

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SUBJECT:

UTD/CTD for MAP/CAP 152-16(I) -- Add Palau to Locations Flat Rate Per Diem Does Not Apply

1. **SYNOPSIS:** List Palau (Civic Action Team) as a location that the reduced flat rate per diem does not apply effective 26 February 2016 since the per diem is already reduced for Palau
2. The attached revision is forwarded for information purposes only. No coordination or comments are required.
3. This revision was initiated by Staff.
4. These changes are scheduled to appear in the JTR, dated 1 December 2016.
5. This determination is *effective on 26 February 2016*.
6. Action Officer: Velda A. Potter (velda.a.potter.civ@mail.mil).

//approved//

JOEL T. RIDENOUR

Chief, Strategic Planning and Policy Division

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-B10 & 11:

10. The M&IE portion of flat-rate per diem does not apply to the following locations deemed so remote that the traveler has very limited access to a food source for meals, such that the cost of meals exceeds the meal portion of reduced flat rate per diem:

<u>Location</u>	<u>Effective Date</u>	<u>Biennial Recertification Date</u>
Wake Island	05-17-16	05-17-18
Johnston Island	05-17-16	05-17-18
Midway Islands	05-17-16	05-17-18
Palau (Civic Action Team)*	02-26-16	02-26-18

* M&IE rate is already reduced.

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. 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.