



PER DIEM, TRAVEL AND TRANSPORTATION ALLOWANCE COMMITTEE

4800 Mark Center Drive, Suite 04J2501

Alexandria, VA 22350-9000

www.defensetravel.dod.mil

PDTATAC/vap

20 November 2014

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: UTD/CTD for MAP 156-14(E)/CAP 156-14(E) -- Dual Lodging
Authorized

1. **SYNOPSIS:** Clarifies dual lodging may be authorized (in advance) when there is an economic impact based on daily/weekly/monthly room rates, availability, storage charges, etc. that is known in advance.
2. These changes are scheduled to appear in the JTR, dated 1 January 2015.
3. This determination is effective when printed in the JTR.

//approved//

TONIA BOCK

Chief, Strategic Planning and Policy Division

Attachment:

Rev 2

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:

4145-A:

A. General. Dual lodging:

1. Necessity must be verified by the AO and based on reasonable and prudent actions of the traveler;
2. Must not be authorized/approved for the traveler's convenience (e.g., traveler does not want to pack up items and store at the facility at no additional cost, or the traveler does not check to see if the Gov't Qtrs would be available upon return);
3. Covers lodging expenses due to unexpected circumstances beyond the traveler's control;
4. Must be approved after the fact (or may be authorized in advance ICW par. 4145-B3 analysis) by:
 - a. An amended order, or
 - b. The AO on the travel voucher.
5. Is limited to a maximum of 7 consecutive days.
6. Extensions (more than 7 consecutive days) must be approved (after travel) (or may be authorized in advance if par. 4145-B3 applies) by the Secretarial Process. See par. 4250 when in receipt of a flat-rate per diem for long-term TDY.

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



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