



PER DIEM, TRAVEL AND TRANSPORTATION ALLOWANCE COMMITTEE
HOFFMAN BUILDING 1, ROOM 836
2461 EISENHOWER AVENUE, ALEXANDRIA, VA 22331-1300

PDTATAC/vap

2 February 2009

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: CTD for CAP 15-09(I) -- TQSE Days -- Do Not Deduct HHT

1. **SYNOPSIS:** Clearly state that the number of TQSE(AE) days authorized on the orders are reduced by the number of HHT days authorized/used.
2. The attached revision is forwarded for information purposes only. No coordination or comments are required.
3. This revision was initiated by DFAS.
4. These changes are scheduled to appear in printed change number 522 of the JTR, dated 1 April 2009.
5. Revisions in this information item are *effective 2 February 2009*.

//approved//

W. B. Tirrell, Sr.

Chief, Travel and Transportation Branch

Attachment:

Rev 1

Civilian E-Mail Distribution:

CAP Members T&T Branch PMO-DTS GSA-3FT GSA-OGP(MTT) DTMO CBCA Judges

JTR REVISIONS

APP I, Part III, par. E2b(3):

(3) If applicable, authorizing TQSE for the employee and/or dependent incident to temporary quarters occupancy, TQSE type (actual expense or fixed) and the number of days authorized (subject to the maximums) ***NOTE: Order preparers must not reduce the number of TQSE(AE) days on an authorization/order to accommodate the anticipated 10-day HHT. The number of TQSE(AE) days are reduced by the number of HHT days used/authorized when the voucher is computed (e.g., if 60 days TQSE(AE) and 10 days HHT are authorized and used, 10 days of HHT but only 50 days TQSE is reimbursed);***

APP I, Part III, par. E4a(13):

(13) If applicable, authorizing TQSE for the employee and/or dependents incident to temporary quarters occupancy, TQSE type (actual expense or fixed), and number of days authorized (subject to the maximums) ***NOTE: Order preparers must not reduce the number of TQSE(AE) days on an authorization/order to accommodate the anticipated 10-day HHT. The number of TQSE(AE) days are reduced by the number of HHT days used/authorized when the voucher is computed (e.g., if 60 days TQSE(AE) and 10 days HHT are authorized and used, 10 days of HHT but only 50 days TQSE is reimbursed);***