



**PER DIEM, TRAVEL AND TRANSPORTATION ALLOWANCE COMMITTEE
A DIVISION OF THE DEFENSE TRAVEL MANAGEMENT OFFICE (DTMO)**

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PDTATAC/hm

13 January 2010

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: UTD for MAP 09-10(I) – COT Computation Examples

1. **SYNOPSIS:** Updates COT computation examples.
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 printed change number 280 of the JFTR dated 1 April 2010.
5. Revisions in this information item are *effective 13 January 2010*.

//approved//

WILLIAM B. TIRRELL, SR.

Chief, Regulations Branch

Attachment:

Rev 1

Uniformed E-Mail Distribution:

MAP Members T&T Branch PMO-DTS GSA-3FT GSA-OGP(MTT) DTMO PPC

JFTR REVISIONS

Par. U7200 revised:

A. Authorization. An eligible member, for personal travel, and on behalf of an eligible dependent, if any, is authorized the travel and transportation allowances in Ch 5, Parts B and C, respectively for COT leave travel between authorized locations. Transportation and expenses (i.e., ground transportation) between the member's PDS and the authorized air terminal may be reimbursed IAW par. U3320, and Ch 3, Part E. A member and dependent may travel together or independently. **NOTE: No cruise or tour packages.**

1. Eligible Member. An eligible member is one stationed OCONUS who is ordered to:
 - a. Consecutive tours of duty at the same (old) PDS (APP A2 IPCOT definition), or
 - b. Make a PCS between OCONUS PDSs to serve the prescribed tour at the new PDS and either:
 - (1) One tour is unaccompanied, or
 - (2) Both tours are accompanied and the total time to be served at the PDSs at least equals the sum of the unaccompanied tour lengths for the PDSs ([DoDI 1315.18](#), Procedures for Military Personnel Assignments at <http://www.dtic.mil/whs/directives/corres/pdf/131518p.pdf>).

NOTE 1: Refer to [DoDI 1315.18](#), par. E3.7.2.2 for the COT requirements for a DoD member assigned to Alaska or Hawai'i.

NOTE 2: When a member on a 12-month unaccompanied tour to a FEML area extends for a consecutive second 12-month tour, the member is only eligible for one funded leave transportation program, the COT or the FEML leave transportation program, but not both.

2. Eligible Dependent. An eligible dependent is one who:
 - a. Is a dependent as defined in APP A2 (except a child described in item 8 of the definition) on the:
 - (1) Last day of the member's first tour at the old OCONUS PDS; or
 - (2) Member's PCS authorization/order effective date to the new OCONUS PDS; and
 - b. Is command-sponsored for both tours;
 - c. Is/was (in the case of deferred leave travel and evacuated dependent) located at or in the member's old OCONUS PDS vicinity; and
 - d. Accompanies the member during both tours.

NOTE: COT leave travel and transportation allowances are authorized for a command-sponsored dependent born during a COT leave deferral period.

3. Authorized Locations. The authorized locations listed below are official travel locations, and therefore available contract city-pair airfares **are authorized**.
 - a. Travel between authorized locations is travel:
 - (1) Between the old OCONUS PDS and an authorized destination, and return, if serving consecutive tours at the old PDS;

- (2) From the old to the new OCONUS PDSs via an authorized destination; or
- (3) Between the new OCONUS PDS and an authorized destination, and return, if deferred IAW par. U7200-B3.

b. An authorized destination is the member's HOR or an alternate authorized place to which transportation is no more expensive than to the HOR. ***If transportation to the selected alternate place is more expensive than transportation to the HOR, the member is financially responsible for the additional cost unless transportation to the more expensive alternate place is authorized/approved by the Secretarial Process.*** If the member travels to a more expensive alternate place (and the Secretarial Process has not authorized/approved travel to that destination), city-pair airfares are not authorized for transportation to/from that alternate place.

Example 1	
Member's PDS is in an OCONUS location and HOR is in a CONUS Location A. There is no city-pair airfare between the OCONUS location and CONUS Location A.	
The POLICY-CONSTRUCTED AIRFARE (APP A) between the OCONUS location and CONUS Location A (incorporating some city-pair airfare connections):	\$1,200
Member desires to utilize COT travel to CONUS Location B.	
City-pair airfare to/from CONUS Location B:	\$1,400
Least expensive POLICY-CONSTRUCTED AIRFARE to/from CONUS Location B:	\$1,600
Since transportation to/from CONUS Location B, is more expensive than transportation to/from CONUS Location A, no city-pair airfares may be used to/from CONUS Location B.	
The member's financial responsibility is \$1,600 of which \$1,200 is reimbursable.	
The member is <i>not responsible</i> for the additional \$200 cost if transportation to/from CONUS Location B is authorized/approved by the Secretarial Process making the city-pair airfare to/from CONUS Location B available.	

Example 2	
Member's PDS is in OCONUS Location and the HOR is CONUS Location A.	
Round trip city-pair airfare trip cost:	\$980
Member desires to utilize COT travel to/from CONUS Location B.	
Round trip city-pair airfare to/from CONUS Location B:	\$840
Since transportation to/from CONUS Location B is less expensive than transportation to/from the HOR in CONUS Location A, the member is authorized city-pair airfare to/from CONUS Location B (\$840) NTE the \$980 cost to HOR.	

- c. An eligible traveler (member and/or dependent) may return to the old PDS at GOV'T expense from an authorized destination to drive a POC to a new PDS.
- d. The Secretarial Process may authorize/approve travel and transportation allowances for a member who travels via a DESIGNATED PLACE IAW par. U5120-G.
- e. See pars. U5120-B, U5120-C (member), and U5218 (dependent) when an eligible traveler (member and/or dependent) is temporarily absent from the PDS and do not return before beginning COT leave travel. ***COT leave must not be used as 'student dependent travel' (i.e., the student may not travel from the CONUS to the OCONUS PDS and return to the CONUS on COT leave allowance). Effective for any member in a deferred COT leave status on 2 December 2002 or any member who becomes authorized to a COT leave travel on or after 2 December 2002.***

B. Scheduling. COT leave travel should occur between the OCONUS tours, ICW PCS travel, if any.

1. Member's HOR in CONUS

a. PCS Travel through CONUS. A member whose HOR is in CONUS, and the member's dependent, who must travel through CONUS to get to the new PDS, may defer COT leave travel until after PCS travel is completed only if deferred COT leave travel is authorized/approved IAW Service regulations.

b. PCS Travel Not through CONUS. A member whose HOR is in CONUS, and the member's dependent, who does not travel through CONUS to get to the new PDS, may elect to defer COT leave travel until after PCS travel is completed. No Service authorization/approval is required.

2. Member's HOR OCONUS. The member may elect to defer COT leave travel.

3. Deferred Travel. Unless deferred due to duty in a contingency operation, COT leave travel must be completed prior to the new tour completion, otherwise the COT leave travel expires. ***Under DoDI 1327.06, a service member who deferred COT travel because of duty ICW a contingency operation, is not authorized to take COT ICW any other leave program or travel allowance unless authorized/approved by the PDUSD (P&R), or IAW Service regulations for the non-DoD Services.***

Exception to Time Limit for Contingency Operation: If unable to travel before completing the new tour because of duty ICW a contingency operation, the member (and eligible dependent) may defer travel until not more than one year after the contingency operation duty ends. In this case, the member is still authorized leave travel from the new PDS (i.e., the PDS after departure from the OCONUS location from which deferred travel could not be taken) to an authorized location. The cost limitation for travel from this 'new' PDS and return is the cost from the PDS from which deferred travel could not be taken to the HOR and return.

C. Reimbursement

1. Member Procured Transportation

a. An eligible member, when directed to use available GOV'T or GOV'T-procured transportation for the transoceanic portion of COT leave travel, who procures transoceanic transportation at personal expense for personal travel, must not be reimbursed for the transoceanic travel. ***NOTE: The policy in par. U3002-B allowing reimbursement up to the directed mode cost does not apply.***

*Example 1	
<i>NOTE: Costs in this example are not actual costs and are used for illustration only.</i>	
Member's PDS is in a non-foreign OCONUS location, and the HOR is in a CONUS location.	
City-pair airfare one-way transoceanic trip cost:	\$775
Member elects not to use the CTO/TMC (policy violation and par. U1055) for COT leave travel from the PDS to the HOR.	
Traveler purchased a one-way transoceanic ticket:	\$500
<i>Transoceanic airfare reimbursement (\$500) is not authorized IAW par. U5108-A.</i>	

b. Reimbursement to a member on behalf of an eligible dependent who procures common carrier transportation at personal expense cannot exceed the GOV'T or GOV'T-procured transportation cost, as appropriate, for the official distance. Par. U5105-C. ***NOTE: This should almost never occur since CTO/TMC use is mandatory for all official travel.***

Example 2	
<i>NOTE: Costs in this example are not actual costs and are used for illustration only.</i>	
Member's PDS is in a non-foreign OCONUS location and the HOR is in a CONUS location.	
GOV'T-procured transoceanic trip cost (one way):	\$1,900
An eligible dependent, told to use the CTO/TMC for airfares but elects not to use the CTO/TMC for COT leave travel from the PDS to the HOR.	
The dependent purchased a one-way transoceanic ticket:	\$2,300

The member, on the traveler's behalf, is reimbursed \$1,900, the GOV'T cost for the transoceanic trip cost plus necessary ground transportation to the HOR. *The traveler is financially responsible for the additional cost of \$400 (one way). A dependent is not required to use GOV'T air transportation IAW par. U5207-A.*

c. When the Service authorizes/approves POC use, the member is authorized 'MALT-Plus' on behalf of eligible travelers (member and/or dependent) IAW pars. U5105-B and/or U5201. If the Service does not authorize/approve POC use, reimbursement is limited to the POLICY-CONSTRUCTED AIRFARE. APP A for POLICY-CONSTRUCTED AIRFARE definition.

***Example 3**

NOTE: Costs in this example are not actual transportation costs and are used for illustration only.

A member performed COT travel from the old PDS to the HOR. The member elected to travel by POC accompanied by the spouse and their 11-year old child. They departed the OCONUS residence on day 1 and arrived at the HOR on day 9. Constructed transportation and per diem are computed as follows:

1. COT/HOR travel from OCONUS PDS to the HOR.	
2. 9/1: Depart OCONUS PDS. Arrive at CONUS residence.	
3. The destination per diem rate at the time of travel was \$139 (\$100/ \$46).	
4. The member's reimbursement for 9/1 is \$34.50 (75% x \$46) =	\$ 34.50
5. Per diem payable for spouse is 75% of the \$34.50 due to the member =	\$ 25.88
6. Per diem for the accompanying child (under age 12) at 50% of the member's amount =	\$ 17.25
7. City-pair airfare cost (one way for member and 2 eligible travelers): \$599/traveler x 3 travelers =	\$ 1,797.00
8. Ground transportation from OCONUS residence to airport =	\$ 50.00
Total constructed GOV'T city-pair airfare cost =	\$ 1,924.63

Actual 'MALT-Plus' is computed as follows:

Member elects (no Service authorization) POC transportation to the HOR a distance of 3,063 miles one way.

POC MALT: 3,063 miles x \$.165/mile =	\$ 505.40
Per Diem for Actual Travel using 'MALT-Plus' Method	
Days 1-9 Per Diem for 9 travel days @ the (Standard CONUS per diem rate) 9 x \$116 =	
Member's per diem authorization = 9 days x \$116/day =	\$ 1,044.00
Per diem for the accompanying spouse at 75% of the member's amount =	\$ 783.00
Per diem for the accompanying child (under age 12) at 50% of the member's amount =	\$ 522.00
Total actual amount =	\$ 2,854.40

In this example, the city-pair airfare cost to the HOR is less expensive than POC 'MALT-Plus' travel to the HOR. The member's reimbursement is limited to the POLICY-CONSTRUCTED AIRFARE of \$599/person if the Service did not authorize/approve POC use. *The member is financially responsible for the additional cost (\$2,854.39 - \$1,924.63) of \$929.77.*

When the Service concerned authorizes/approves POC use through the Secretarial process, the member is authorized 'MALT-Plus' on behalf of eligible travelers. Par. U7200-C1c.

***Example 4**

NOTE: Costs in this example are not actual transportation costs and are used for illustration only.

A member performed COT travel from the old PDS to the HOR. The member elected to travel by POC accompanied by the spouse and their 2 children under age 12. They departed the OCONUS residence on day 1 and arrived at the HOR on day 9. Constructed transportation and per diem are computed as follows:

1. COT/HOR travel from OCONUS PDS to the HOR.		
2. 9/1: Depart OCONUS PDS. Arrive at CONUS residence.		
3. The destination per diem rate at the time of travel was \$146 (\$100/ \$46).		
4. The member's reimbursement for 9/1 is \$34.50 (75% x \$46) =		\$ 34.50
5. Per diem payable for spouse is 75% of the \$34.50 due to the member =		\$ 25.88
6. Per diem for the 2 accompanying children (under age 12) at 50% of the member's amount of \$17.25/child x 2 children =		\$ 34.50
7. City-pair airfare cost (one way for member and 3 eligible travelers: \$869/traveler x 4 travelers =		\$ 3,476.00
8. Ground transportation from OCONUS residence to airport =		\$ 50.00
Total constructed GOV'T city-pair airfare cost =		\$ 3,620.88
Actual 'MALT-Plus' is computed as follows:		
Member elects (no Service authorization) POC transportation to the HOR a distance of 3,063 miles one way.		
POC MALT: 3,063 miles x \$.165/mile =		\$505.40
Per Diem for Actual Travel using 'MALT-Plus' Method		
Days 1-9	Per Diem for 9 travel days @ the (Standard CONUS per diem rate) 9 days x \$116/day = \$1,044	
Member's per diem authorization =		\$ 1,044.00
Per diem for the accompanying spouse at 75% of the member's amount =		\$ 783.00
Per diem for the 2 accompanying children (under age 12) at 50% the member's amount of \$522/child x 2 children =		\$ 1,044.00
Total actual amount =		\$ 3,376.40
In this example, the city-pair airfare cost to the HOR is more expensive than POC 'MALT-Plus' travel to the HOR. Since the POLICY-CONSTRUCTED AIRFARE exceeds the actual POC cost, the member is reimbursed the actual amount. If the Secretarial Process authorizes/approves POC use, the member is authorized 'MALT-Plus' on behalf of eligible travelers. See par. U7200-C1c.		

2. Travel Status. A member is in a travel status (par. U2200-B) during direct travel between authorized locations. For other travel undertaken for personal convenience, a member's travel status is limited to a constructed period equal to that required for direct travel between authorized locations by available transportation.

3. No Authority. Travel and transportation is not authorized under par. U7200 if a member elects:

a. 15 days leave and transportation, addressed under par. U7305, or

b. Either of two other options available in lieu of transportation under the authorization discussed under par. U7305, (i.e., cash, or 30 days leave without funded transportation. See DoDI 1327.06 at <http://www.dtic.mil/whs/directives/corres/pdf/132706p.pdf>.