



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

PDTATAC/vap

16 December 2008

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: UTD for MAP 133-08(E) -- Reimbursement for Lodging while on  
Leave & Flat Rate Per Diem

1. SYNOPSIS: Authorizes reimbursement of lodging costs for a member authorized absence while TDY in support of a contingency operation who is on the contingency operation flat rate per diem IAW JFTR, par. U4105-I.
2. These changes are scheduled to appear in JFTR change number 267, dated 1 March 2009.
3. This determination is *effective on 16 December 2008*.

*//approved//*  
S. W. WESTBROOK  
Director

Attachment:  
Rev 3

**Uniformed E-Mail Distribution:**

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

**JFTR REVISIONS:**

**U7225-C:**

C. Reimbursement. *Per diem is not authorized for a member, during an authorized absence, who is returning to the PDS/home for the weekend. Reimbursement for the lodging retained at the TDY station is reimbursable as a Miscellaneous Reimbursable Expense.*

1. 'Lodgings-Plus'

a. The member is authorized reimbursement as a miscellaneous reimbursable expense for the actual cost of lodging retained during an authorized absence NTE the lodging portion of the per diem rate for the TDY location for each day.

b. This reimbursement authority for an authorized absence during a contingency operation applies only when the computation provisions of par. U4141 covering an authorized absence period do not fully reimburse for the TDY location per diem-related lodging costs.

c. See <http://perdiem.hqda.pentagon.mil/perdiem/pdrates.html> for current per diem rates.

2. Flat Rate Per Diem Allowance. If the member is paid a contingency operation flat rate per diem allowance (e.g., 55%) IAW par. U4105-I:

a. The member is authorized reimbursement of the out-of-pocket expenses, and

b. The amount allowed for lodging costs as a miscellaneous reimbursable expense may not be more than the amount the member would have received if the authorized absence had not been taken.

c. Example

<b>Example</b>
1. The member is on a contingency TDY being paid 55% per diem IAW par. U4105-I and renting an apartment at a cost of \$1,000/month.
2. The authorized per diem rate is \$55 (i.e., 55% of the locality rate of \$100). 55% x \$34 (M&IE) = \$18.70 55% x \$66 (Lodging) = \$36.30 Total = \$55 or 55% of \$100 = \$55
3. The member is reimbursed \$36.30/day x 30 days = \$1,089 per 30-day month for lodging.
<b>Scenario 1</b>
1. The member returned to the PDS once during the first month. The member is not paid per diem for the 2 days/nights spent at the PDS.
2. The member is authorized \$1,016.40 (\$36.30/day x 28 days) for lodging for the first month.
3. Since the member is authorized \$16.40 more than actual lodging cost (\$1,016.40 vs. \$1,000), the member is not out-of-pocket for lodging costs and therefore is not authorized additional reimbursement.
<b>Scenario 2</b>
1. The member took 7 days leave during the third month. The member is not paid lodging per diem for 7 days/nights of leave.

2. The member is authorized  $\$36.30/\text{day} \times 23 \text{ days} = \$834.90$  for lodging for the third month.
3. The member is out-of-pocket \$165.10 for lodging costs (\$1,000 vs. \$834.90).
4. The member would have been reimbursed \$254.10 ( $\$36.30/\text{night} \times 7 \text{ nights}$ ) for those 7 nights had the member not been on leave.
5. The \$165.10 out-of-pocket cost is less than the amount the member would have been paid had the member not been on leave (\$254.10).
6. The member is authorized \$165.10 as a miscellaneous reimbursable expense to cover the out-of-pocket lodging costs.