



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

4601 North Fairfax Drive, Suite 800  
Arlington, Virginia 22203-1546  
[www.defensetravel.dod.mil](http://www.defensetravel.dod.mil)

PDTATAC/tlw

11 August 2009

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: UTD for MAP 54-09(E) -- Clarify That a Written Non-Availability Statement Is Not Required

1. SYNOPSIS: Clarifies wording based on USD memorandum dated 29 Aug 1995, and effective 1 October 1995, stating that DOD travelers are not required to obtain paper non-availability statements to justify reimbursement for commercial lodging and per diem.
2. These changes are scheduled to appear in JFTR change number 275.
3. This determination is effective when printed in the JFTR on 1 November 2009.

**DANE SWENSON**

Director, Strategic Planning and Policy Division

Attachment:  
Rev 1

**Uniformed E-Mail Distribution:**

MAP Members RIT PMO-DTS GSA-3FT GSA-OGP(MTT) DTMO PSC

**JFTR REVISION:**

**U1045-C3**

C. Travel Authorization/Order or Voucher

1. \*\*\*\*\*

2. \*\*\*\*\*

3. Paper Non-Availability Statement Not Required (Effective 1 October 1995). Per USD memorandum, dated 29 August 1995, DOD travelers are not required to obtain paper non-availability statements to justify reimbursement for commercial lodging and per diem.