



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

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PDTATAC/dlw

10 August 2009

MEMORANDUM FOR           SEE DISTRIBUTION

SUBJECT:                     UTD/CTD for MAP 63-09(E)/CAP 56-09(E) – DTS Changes

1. **SYNOPSIS:** Modifies language in JFTR, par. U1039, JTR, par. C1008, and JFTR/JTR, Appendix O, par. T4000 reflecting changes to DTS capability that enables it to process specialty travel types.
2. These changes are scheduled to appear in JFTR change number 275, and JTR change number 529, dated 1 November 2009.
3. This determination is *effective on 8 August 2009*.

*//Signed//*

**W. B. Tirrell, Sr.**

Chief, Travel and Transportation Branch

Attachment: Rev 2

**Uniformed E-Mail Distribution:**

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## JFTR REVISIONS

### U1039:

A. General. At locations at which DTS has been fielded, TDY vouchers are paid using DTS. The Services must require that the CTO/TMC arrange commercial transportation IAW law, GOV'T policies, agreements and contracted rates using U.S.-certificated carriers and coach/economy-class accommodations whenever possible along usually-travelled routes.

B. Travel Computed under DTS. DTS covers individual TDY travel for business, travel for schoolhouse training, deployment or personnel traveling together with or without no/limited reimbursement, and certain travel under special circumstances. It does not cover travel for PCS (Ch 5), or evacuation (Ch 6). It does, however, cover RC travel in locations where RC travel has been fielded by the particular Service except for:

1. Senior ROTC,
2. RC member travel for medical and dental care,
3. Retiree called to active duty,
4. A Ready RC member authorized a muster duty allowance, and
5. Active duty for training tours of 140 or more days at one location (except as noted in par. U2146) and active duty for other than training for more than 180 days at one location (except when due to unusual circumstances per diem has been authorized IAW par. U7150-A4b(3)).

*TDY performed as part of a PCS move (i.e., TDY en route) is not paid under DTS.*

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## **JTR REVISIONS**

### **C1008:**

A. General. At locations at which DTS has been fielded, TDY vouchers are paid using DTS. The Services/ Agencies must require the CTO/TMC to arrange commercial transportation IAW law, GOV'T policies, agreements and contracted rates using U.S.-certificated carriers and coach/economy-class accommodations, whenever possible along usually-travelled routes.

B. Travel Computed by DTS. DTS covers individual TDY travel for business, travel for schoolhouse training and deployment or personnel traveling together with or without no/limited reimbursement, and certain travel under special circumstances. It does not cover PCS (Ch 5), or evacuation (Ch 6).

*TDY performed as part of a PCS move (i.e., TDY en route) is not paid through DTS.*

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## **PROPOSED JFTR/JTR REVISIONS**

### **APPENDIX O**

#### **T4000:**

A. Application. Except where differences are identified, the allowances and responsibilities in this APP apply equally to a uniformed member and a DOD civilian employee and any other non-DOD GOV'T employee working for DOD and paid travel allowances funded by DOD. In this APP, "authorizing official" or "AO" means the individual who controls the mission, authorizes the trip, and controls funds for TDY travel. Definitions are in APP A.

B. Common TDY Travel Types. This APP is a summary of the travel and transportation allowances and responsibilities of a traveler who performs the most common TDY travel types as authorized by law for a uniformed member, DOD civilian employee and any non-DOD GOV'T employee working for DOD and paid travel allowances funded by DOD. This APP covers individual travel for business, travel for schoolhouse training, and deployment or personnel traveling together via no/limited reimbursement, and certain travel under special circumstances. This APP is to be used ICW the JFTR and JTR where more detailed allowances are prescribed.

C. Special Circumstances and Categories Travel. JFTR/JTR, Ch 7, not this APP, contains provisions for travel of:

1. Senior ROTC;
2. RC member travel for medical and dental care;
3. Retirees called to active duty;
4. A Ready RC member authorized muster duty allowance;
5. Active duty for training tours of 140 or more days at one location (except as noted in par. U2146) and active duty for other than training for more than 180 days at one location (except when due to unusual circumstances per diem has been authorized IAW par. U7150-A4b(3)).

***TDY performed as part of a PCS move (i.e., TDY en route) is not paid under DTS.***