



**PER DIEM, TRAVEL, AND TRANSPORTATION
ALLOWANCE COMMITTEE**
4800 MARK CENTER DRIVE, SUITE 04J25-01
ALEXANDRIA, VA 22350-9000

July 19, 2022

MEMORANDUM FOR: MILITARY ADVISORY PANEL
CIVILIAN ADVISORY PANEL

SUBJECT: UTD/CTD for MAP/CAP 46-22(E) “Travel Management Company (TMC) Cannot be Reached”

1. Purpose: This item edits JTR, par. 020207 addressing the authority for an Authorizing Official to certify circumstances for reimbursement when a TMC cannot be reached.
2. This revision was approved at the July 19, 2022 MAP (6-0) and July 19, 2022 CAP (5-0) meetings.

MAP	Vote
USA	Concur
USN	Concur
USAF	Concur
USMC	Concur
USSF	Absent
USCG	Concur
USPHS	Concur
NOAA	Absent

CAP	Vote
USA	Concur
USN	Concur
USAF	Concur
USMC	Concur
OSD	Concur

3. These changes are scheduled to appear in the Joint Travel Regulations, dated Aug 1, 2022.
4. This revision is effective on July 19, 2022.

X
Donna K. Haddix

Donna K. Haddix
Acting Chief, Policy and Regulations Division

Attachment:
Joint Travel Regulations Revisions

cc:
Civilian Board of Contract Appeals

Defense Travel Management Office
General Services Administration
U.S. Coast Guard Pay and Personnel Center

Joint Travel Regulations Revisions

020207. Reimbursement for Commercial Transportation

G. Reimbursement When a TMC cannot be reached. When the AO certifies that a traveler was unable to make arrangements for official travel through the TMC in a timely manner, the TMC is considered not available. The traveler may receive reimbursement for the actual authorized transportation costs, including the transaction fee. The total transportation reimbursement must not exceed the policy-constructed fare that meets mission requirements. The AO must certify on an individual basis that the authority to self-procure transportation is authorized and TMC unavailability would result in one of the following:

1. An unreasonable burden on mission accomplishment;
2. A compromise of national security interest; or
3. A matter endangering life.

The following page is the same
Policy with changes tracked

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1. An unreasonable burden on mission accomplishment;
2. A compromise of national security interest; or
- 4.3. A matter endangering life.