



**PER DIEM, TRAVEL, AND TRANSPORTATION
ALLOWANCE COMMITTEE**
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December 17, 2024

MEMORANDUM FOR: MILITARY ADVISORY PANEL
CIVILIAN ADVISORY PANEL

SUBJECT: UTD/CTD FOR MAP/CAP 103-24(I), "Restructure Joint Travel Regulations
Chapter 3 Tables – 508 Compliant"

1. Purpose: This item restructures the Joint Travel Regulations Table 3-1 through Table 3-8 to bring them into compliance with Section 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794d).
2. This revision is forwarded for information purposes. No coordination is required.
3. Staff initiated this revision.
4. This revision is effective when published in the JTR.
5. Action Officer: Ashley Aguilar (ashley.aguilar5.civ@mail.mil)

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Christopher M. Woods
Chief, Policy Branch

Attachment:
Joint Travel Regulations Revisions

cc:
Defense Travel Management Office

Joint Travel Regulations Revisions

Table 3-1. RC Member Commutes

If...		Then...
1	both the primary residence and place of active duty are in the corporate limits of the same city or town,	travel and transportation allowances are not authorized for travel between the primary residence and the place of active duty.
2	the RC member commutes daily between the primary residence and the place of active duty, and both are not in the same corporate limits or town, regardless of the commuting area,	travel and transportation allowances are not authorized for travel between the primary residence and the place of active duty. However, the RC member is authorized the applicable TDY automobile or motorcycle mileage rate for one round trip for the duration of the duty (not daily) between the duty location and one of the following: <ol style="list-style-type: none"> a. Primary residence. b. Place of assigned unit. c. Place from which called or ordered to active duty, limited to the cost for travel between the duty location and primary residence.
3	the AO, when there is no installation or senior commander, or installation commander determines that both the primary residence and place of active duty are within reasonable commuting distance of each other in accordance with section 0206 and the duty involved permits commuting,	travel and transportation allowances are not authorized for travel between the primary residence and the place of active duty. However, the RC member is authorized the applicable TDY automobile or motorcycle mileage rate for one round trip for the duration of the duty (not daily) between the duty location and one of the following: <ol style="list-style-type: none"> a. Primary residence. b. Place of assigned unit. c. Place from which called or ordered to active duty, limited to the cost for travel between the duty location and primary residence.
4	the AO or installation commander determines that the primary residence and place of active duty are within reasonable commuting distance as established in accordance with section 0206 , the duty permits commuting, and Government quarters or a Government dining facility are unavailable during a required overnight stay (see Chapter 2 for documentation requirements),	the RC member's commanding officer may authorize reimbursement for actual expenses for all meals and lodging (see Chapter 2) other than the meal ordinarily procured when commuting.
5	the commuter travels locally at the active-duty location,	see Chapter 2 for local travel.

Table 3-2.1 5 U.S.C. § 5703 Certifying Authorities

Agency		Certifying Authority
1	OSD and Defense Agencies	Director of Administration and Management.*
2	Joint Staff	Joint Staff Director or Vice Director.*

Joint Travel Regulations Revisions

3	CCMD	Combatant Commanders (CCDR). Re-delegation may be no lower than a two-star or civilian equivalent.*
4	Military Departments	The Secretary concerned. The Secretary Concerned may delegate to a Service Chief, Vice Chief, Deputy Chief, the Administrative Assistant to the Secretary Concerned, and four-star major commanders, three-star deputy or vice commanders, or two-star General Officer, flag officer, or civilian equivalent.*
5	United States Coast Guard	The Commandant of the Coast Guard. Re-delegation may be no lower than a two-star General Officer, flag officer, or civilian equivalent.*
6	USPHS, NOAA Corps Members Only	The Secretary concerned.*
7	National Guard	The Chief of the National Guard Bureau. Re-delegation may be no lower than an Adjutant General of the National Guard of the 54 States, Territories, and the District of Columbia; or a two-star National Guard officer or their civilian equivalent assigned to the National Guard Bureau.*

*No further delegation is authorized.

Table 3-2.2 Invitational Travel under Other Authorities

	Type of Travel	JTR Reference		Type of Travel	JTR Reference
1	Attendant or escort for a sexual assault victim	par. 030704	9	Yellow Ribbon Reintegration Program event	par. 031902
2	School board member travel	par. 030802	10	Funeral honors detail	par. 032004
3	Escort for DoDEA student with a disability for diagnostic or evaluation purposes	par. 030803	11	Transfer of remains	par. 032006
4	DoDEA academic competition and co-curricular activities	par. 030804	12	Attendant or escort travel	pars. 030803 , 032003 , 033004 , 033005 , 033007 , 033101 , 033102 , 033201 , 033202 , 060203
5	Service Academy Board of Visitors travel	par. 030805	13	Participation in Health Surveillance Program	par. 033010
6	Travel incident to an incentives award program	Sec. 0309	14	Travel to obtain a Consular Report of Birth Abroad	par. 031903
7	Repatriation of a Service member held captive	par. 031401	15	Personal Services Contract Employee	par. 030503
8	Chaplain-led program functions	par. 031901			

**Table 3-2. Witness Travel
Active-Duty Service Members**

Joint Travel Regulations Revisions

Types of Witness		Witness for the United States (other than as a defendant) in a case not involving a Service	Witness for the United States (other than as a defendant) in a case involving a Service	Witness on behalf of the U.S. for local, state, territory, or D.C. governments in a criminal or civil case in which the Service has a strong, compelling, and genuine interest and is directly related to a Service or Service member	Witness subpoenaed for a Congressional committee, a private individual, or a corporation
1	Allowance	Only those prescribed by the U.S. Attorney General.	Travel and transportation allowances in Chapter 2 .	Travel and transportation allowances in Chapter 2 .	No allowance.
2	Payment contact	Department of Justice (DoJ).	AO.	AO.	Individual or agency requesting testimony.

Civilian Employee

Types of Witness		Witness for the United States in a case involving his or her employing activity	Witness in a case not involving his or her employing activity	Witness in an official capacity for a non-Government entity
3	Allowance	Travel and transportation allowances in Chapter 2 .	Travel and transportation allowances in Chapter 2 .	Travel and transportation allowances in Chapter 2 .
4	Payment contact	AO. (The employing Agency pays for travel.)	Contact the Agency paying for travel. The responsible Agency pays travel expenses.	AO. The employing Agency pays for travel.

Table 3-3. Attendant or Escort Allowances for a Sexual Assault Victim

If the attendant or escort is...		Then the allowances are...
1	a Service member or a civilian employee,	the travel and transportation allowances in Chapter 2 .
2	a non-DoD Government civilian employee when the Agency funding the travel is not a DoD Agency,	the TDY travel and transportation allowances in accordance with the regulations issued by the Agency funding the travel.
3	a non-DoD Government civilian employee when the Agency funding the travel is a DoD Agency,	the same travel and transportation allowances in Chapter 2 as a civilian employee on a TDY.
4	a non-Government civilian traveling on an ITA,	the same travel and transportation allowances in Chapter 2 as a civilian employee on a TDY.

Table 3-4. Unique Travel for Crash Firefighter or Operations and Maintenance Technician

Joint Travel Regulations Revisions

1	Conditions	<ul style="list-style-type: none">a. Travel by aircraft for any distance when required as part of the assignment conditions.b. Be aboard an aircraft to make repairs or observe aircraft performance.c. Use air travel for expeditious duty performance in different geographical locations.d. Be aboard any type of Government aircraft on a scheduled or unscheduled flight.
2	Mission-Driven Transportation	<ul style="list-style-type: none">a. Travel by aircraft for any distance is required with or without the civilian employee's consent when necessary for mission accomplishment or air is the only transportation mode available.b. A civilian employee may be required to travel on scheduled commercial aircraft or on transport-type.c. Government aircraft operated on scheduled or semi-scheduled flights.d. A civilian employee's acceptance of a travel authorization that authorizes air travel constitutes an agreement to the provisions of the particular TDY order.

Joint Travel Regulations Revisions

Table 3-5. Allowances for a Service Member Attending Courses of Instruction

	If...	Then...	Allowances while at the training location	Allowances when departing the training location
1	the Service member is traveling to the course under a TDY order,	the Service member receives the standard travel and transportation allowances in Chapter 2 while traveling to the course location.	Standard travel and transportation allowances in Chapter 2 .	Standard travel and transportation allowances in Chapter 2 .
2	the Service member is traveling to the course location in a PCS with TDY En Route status,	the Service member receives the PCS allowances in Chapter 5 while traveling to the course location.	Standard travel and transportation allowances in Chapter 2 .	PCS allowances in Chapter 5 .
3	the Service member is traveling to the course location on a PCS order that names the course location as the new PDS upon arrival,	the Service member receives the PCS allowances in Chapter 5 while traveling to the location.	No per diem while at the course location.	Not applicable.
4	the Service member is traveling to the course on a PCS order and the new PDS is not named,	the Service member receives the PCS allowances in Chapter 5 while going to the location.	Standard travel and transportation allowances in Chapter 2 , up to the point that the new PDS is named.	Not applicable.
5	the Service member is traveling to the course on a PCS order for a period of not more than 1 year and return travel to the prior duty station where the Service member maintains primary residence and the dependents of the Service member reside,	the Service member receives the PCS allowances in Chapter 5 while traveling to the course location.	Per diem paid equal to the amount of the basic allowance for housing without-dependent rate applicable to the Service member's pay grade and PDS.	PCS allowances in Chapter 5 .

Table 3-6. Training Travel When an RC Member Commutes

	If...	Then...
1	both the primary residence and place of active duty are in the corporate limits of the same city or town,	travel and transportation allowances are not authorized for travel between the primary residence and the place of active duty.

Joint Travel Regulations Revisions

	If...	Then...
2	the RC member commutes daily between the primary residence and the place of active duty, and both are not in the same corporate limits or town, regardless of the commuting area,	travel and transportation allowances are not authorized for travel between the primary residence and the place of active duty. However, the RC member is authorized the applicable TDY automobile or motorcycle mileage rate for one round trip for the duration of the duty (not daily) between the duty location and one of the following: <ol style="list-style-type: none"> a. Primary residence. b. Place of assigned unit. c. Place from which called or ordered to active duty, limited to the cost for travel between the duty location and primary residence.
3	the AO or installation commander determines that both the primary residence and place of active duty are within reasonable commuting distance of each other in accordance with section 0206 and the duty involved permits commuting,	travel and transportation allowances are not authorized for travel between the primary residence and the place of active duty. However, the RC member is authorized the applicable TDY automobile or motorcycle mileage rate for one round trip for the duration of the duty (not daily) between the duty location and one of the following: <ol style="list-style-type: none"> a. Primary residence. b. Place of assigned unit. c. Place from which called or ordered to active duty, limited to the cost for travel between the duty location and primary residence.
4	the AO or installation commander determines that the primary residence and place of active duty are within reasonable commuting distance, the duty permits commuting, and Government quarters or a Government dining facility are unavailable during a required overnight stay (see Chapter 2 for documentation requirements),	the RC member's commanding officer may authorize reimbursement for actual expenses for all meals and lodging (see Chapter 2) other than the meal ordinarily procured when commuting.
5	the commuter travels locally at the active duty location,	see Chapter 2 for local travel.

Table 3-7. Training Travel When an RC Member Does not Commute

	If...	Then...
1	duty is 139 or fewer days (20 weeks), including courses with a scheduled duration of 139 or fewer days (20 weeks) (see par. 030301),	standard travel and transportation allowances as in Chapter 2 .
2	An RC member begins travel from a place from which entered (or called) to active duty (PLEAD) other than the primary residence,	transportation allowances are authorized from the PLEAD to the duty location, limited to the cost of transportation between the RC member's primary residence and duty location, and return to the PLEAD or primary residence.

Joint Travel Regulations Revisions

If...		Then...
3	the original TDY order is extended due to unforeseen circumstances and the number of days on the extension plus the remaining days on the original TDY order is 139 or fewer days,	per diem continues.
4	shipping household goods (HHG) is authorized,	see section 0205 .
5	ADT is 140 or more days at one location,	no per diem or an actual expense allowance (AEA) is authorized at the ADT location.
6	an extension plus the remaining days on the original TDY order total 140 or more days,	per diem stops on the day of the order that extend the travel. Government quarters or Government dining facilities availability does not change this determination.
7	the ADT period is 140 or more days at one location, including courses with a scheduled duration of 140 or more days (see par. 030302),	the PCS allowances in Chapter 5 apply.
8	an RC member is on ADT at one location for 140 or more days and is ordered on a TDY away from that ADT location,	the standard travel and transportation allowances in Chapter 2 are payable for the ordered TDY.

Table 3-8. Inactive Duty Training with or without Pay

If an RC member ...		Then...
1	in the local commuting area performs local travel in and around the training duty station, drill site, or city or town,	he or she may receive the local travel allowances in par. 020601 but outside the PDS limits.
2	travels between home and an alternate duty or work site in the local commuting area,	TDY mileage is authorized only for the distance that exceeds the distance between home and the assigned unit.
3	is directed to travel from home to a TDY location outside the local area of the assigned unit or home,	he or she is authorized the standard travel and transportation allowances in Chapter 2 . However, transportation is limited to the travel cost from the assigned unit to the TDY location.
4	is directed to travel from an alternate duty or work site to a TDY location outside the local area of the assigned unit or home,	he or she is authorized the standard travel and transportation allowances in Chapter 2 . However, transportation is limited to the travel cost from the assigned unit to the TDY location.
5	travels from a place other than home or an alternate duty or work site in the local commuting area,	he or she is authorized only TDY automobile mileage limited to the distance from the assigned unit to the alternate site, minus the distance from home to the assigned unit.
6	occupies transient Government housing while performing IDT with or without pay, and is not authorized per diem or AEA,	effective May 1, 2017, he or she may be reimbursed for lodging service charges or provided lodging in-kind. Only transient Government housing is reimbursed.
7	performs IDT at the training duty station, drill site, assigned unit city or town location, or local area of the assigned unit or home,	travel and transportation allowances are not authorized.
8	travels between home and the unit training assembly location or alternate place of duty,	travel and transportation allowances are not authorized.

Joint Travel Regulations Revisions

	If an RC member ...	Then...
9	in the Standby Reserves voluntarily performs IDT without pay,	travel and transportation allowances are not authorized.