



**PER DIEM, TRAVEL, AND TRANSPORTATION  
ALLOWANCE COMMITTEE**  
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May 22, 2024

MEMORANDUM FOR: MILITARY ADVISORY PANEL  
CIVILIAN ADVISORY PANEL

SUBJECT: UTD/CTD for MAP/CAP 18-24(E), “Zero-Emission Vehicle Rental Vehicle Charging Related Expenses”

1. Purpose: This item provides a clarification to JTR Table 2-8 to include the following:
  - A provision under rule 4 that includes when the nearest compatible charging station has no charge points open and available as a reason the rental company’s refueling charges may reimbursed.
  - A rule to clarify a parking fee is reimbursable when the parking fee is a result of entering an airport parking lot or garage that offers free ZEV charging in order to charge the rental ZEV before return.
  
2. This revision was approved at the May 21, 2024 MAP and CAP meetings.

<b>MAP</b>	<b>Vote</b>
USA	Concur
USN	Concur
USAF	Concur
USMC	Concur
USSF	Concur
USCG	Concur
USPHS	Concur
NOAA	Concur

<b>CAP</b>	<b>Vote</b>
USA	Concur
USN	Concur
USAF	Concur
USMC	Concur
OSD	Concur

3. These changes are scheduled to appear in the Joint Travel Regulations, dated June 1, 2024.
4. This revision is effective when published in the Joint Travel Regulations.
5. Action Officer: John Kenney (john.p.kenney.civ@mail.mil).

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 Date: 2024.05.22 14:29:43 -04'00'

Christopher M. Woods  
Chief, Policy Branch

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

Table 2-8. Rental Vehicle Expenses		
If...	Then...	
1	a traveler does not obtain the rental vehicle through a TMC,	reimbursement is limited to what the rental vehicle would have cost if it had been obtained through a TMC.
2	the AO did not authorize or approve the rental vehicle for en route travel to or from the TDY location,	the traveler may be reimbursed the TDY mileage rate as if traveling by POV. The TDY mileage-rate reimbursement is limited to the mode of transportation authorized.
3	multiple travelers go to one location,	only the traveler booking the rental vehicle may claim expenses associated with its use.
4	a traveler cannot refuel completely before returning the vehicle because of safety issues, <del>or</del> the location of the closest fueling station, <u>or the nearest compatible charging station has no charge points open and available,</u>	the rental vehicle company's charges to refuel the vehicle may be approved for reimbursement.
5	a daily administrative fee is charged due to the U.S. Government <a href="#">Rental Car Agreement</a> , which includes a Government administrative rate supplement (GARS),	the traveler may receive reimbursement for the daily administrative fee.
6	the mission requires an international driver's license,	the traveler may be reimbursed the cost of obtaining it, including the cost of the photos.
7	a breathalyzer is required in a foreign country and the traveler returns it unused,	the breathalyzer fee is reimbursable.
8	a breathalyzer is required in a foreign country and it is used,	the breathalyzer fee is reimbursable if a foreign authority directed the driver to use it and the device shows that the driver was not impaired.
9		the breathalyzer fee is not reimbursable if the breathalyzer was used for personal convenience or while not on official travel, or if a foreign authority directed the driver to use it and the device showed the driver was impaired.
10	non-standard equipment, such as snow tires, is necessary,	fees for the upgrade are reimbursable if the equipment is part of the rental agreement; however, equipment purchased separately from the rental vehicle agreement is not reimbursable.
11	the AO determines that use of a one-way rental is advantageous to the Government,	the drop-off charge, one-way mileage rate, or both may be reimbursed.
12	the AO determines that a rental vehicle dropped off at an alternate rental company location is advantageous to the Government,	
13	the AO determines that the delivery or collection of a rental vehicle from a traveler-designated location other than a rental company's rental location is advantageous to the Government,	the delivery fee, collection fee, or both may be reimbursed.
14	the AO authorizes or approves a global-positioning system,	the traveler may receive reimbursement.

## Joint Travel Regulations Revisions

Table 2-8. Rental Vehicle Expenses	
If...	Then...
15	<p>a traveler incurs fuel or oil expenses,</p> <p>the traveler may receive reimbursement.</p> <hr/> <p><b>Note:</b> Prepaid fueling option at a rental car company is not authorized.</p> <hr/>
16	<p>the traveler may receive reimbursement; however, an administrative fee associated with failing to pay a toll is not reimbursable. Parking fees incurred due to rental or lease of a single-family home or apartment are factored into the lodging cost as specified in <a href="#">par. 020203-G12</a>.</p>
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18	
19	<p>the traveler is between 18-20 years old, is the renter, and incurs a young driver or underage driver fee,</p> <p>the young driver or underage driver fee may be reimbursed to the traveler that rented the vehicle.</p>
20	
21	<p><a href="#">the traveler incurs a parking fee to enter an airport parking lot or garage that offers free ZEV charging and charges the rental vehicle before return.</a></p> <p><a href="#">the parking fee may be reimbursed if justified as advantageous to the Government.</a></p>