



**PER DIEM, TRAVEL, AND TRANSPORTATION
ALLOWANCE COMMITTEE**
4800 MARK CENTER DRIVE, SUITE 05E22
ALEXANDRIA, VA 22350-9000

August 28, 2025

MEMORANDUM FOR: MILITARY ADVISORY PANEL
CIVILIAN ADVISORY PANEL

SUBJECT: UTD/CTD FOR MAP/CAP 58-25(I), "Escort for Child Called as a Witness"

1. Purpose: This item clarifies an escort may be authorized to accompany a witness before a military court martial when the individual is unable to travel unattended due to age or physical condition.
2. This revision is forwarded for information purposes. This revision was coordinated with DHRA Office of General Counsel.
3. Army initiated this revision.
4. This revision is effective August 28, 2025 and will be published in the JTR on September 1, 2025.
5. Action Officer: Dwayne Norman II (dwayne.a.norman2.civ@mail.mil).

WOODS.CHRISTO
PHER.M.10352280
27

Digitally signed by
WOODS.CHRISTOPHER.M.1035
228027
Date: 2025.08.28 10:23:42 -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

0305 INVITATION TO TRAVEL

An invitational travel authorization (ITA) may be used to reimburse certain travel and transportation expenses of an individual who is not a Service member or civilian employee. ITAs must be issued judiciously to ensure prudent, proper and ethical use of appropriated funds. A [sample ITA](#) is posted on the DTMO website.

030501. Invitational Travel Allowances

A.*****

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. 030702 , 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			

Joint Travel Regulations Revisions

030702. Witness Is Not Employed by the Government

A. Military Court Martial

1. A person other than a Service member or civilian employee, who is called to testify as a witness at a preliminary hearing conducted under [Article 32, Uniform Code of Military Justice](#), is issued an ITA and authorized travel and transportation allowances in [Chapter 2](#) for a civilian employee on TDY.

2. If a witness called before a court-martial or preliminary hearing under Article 32, Uniform Code of Military Justice, is unable to travel unattended due to age or requires an attendant or escort as described in 020206-K, then an attendance or escort may be authorized to accompany the witness. If the attendant or escort is a person other than a Service member or civilian employee, then he or she is issued an ITA and receives travel and transportation allowances as outlined in Chapter 2.