



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

March 6, 2026

MEMORANDUM FOR: CIVILIAN ADVISORY PANEL

SUBJECT: CTD FOR CAP 13-26(I), "Update Temporary Quarters Subsistence Expense Methodology and FTR References"

1. Purpose: In accordance with the General Services Administration's rewrite of the Federal Travel Regulation (FTR), dated December 8, 2025, the Temporary Quarters Subsistence Expense (TQSE) Lump Sum was eliminated and TQSE Lodgings Plus is now the only method of reimbursement.
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. DD 1614 and Computation Examples will be corrected.
5. Action Officer: Ashley Aguilar (ashley.aguilar5.civ@mail.mil).

Christopher M. Woods  
Chief, Policy Branch

Attachment:  
Joint Travel Regulations Revisions

cc:  
Civilian Board of Contract Appeals  
Defense Travel Management Office  
General Services Administration

# Joint Travel Regulations Revisions

**0540                    HHT**

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- [054001.](#)      Eligibility and Authorization for HHT
  - [054002.](#)      Separate Trips by Civilian Employee and Spouse
  - [054003.](#)      Timing and Duration
  - [054004.](#)      Transportation for an HHT
  - [054005.](#)      Lodging and Per Diem
  - [054006.](#)      No Return to Old PDS
  - [054007.](#)      HHT Advance
  - [054008.](#)      HHT and TQSE

**0542                    TEMPORARY QUARTERS SUBSISTENCE EXPENSES (TQSE)**

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- [054201.](#)      TQSE Allowance
  - [054202.](#)      Eligibility
  - [054203.](#)      Temporary Lodging
  - [054204.](#)      Civilian Employee Returning from Foreign Area through the DoD Priority Placement Program (PPP)
  - [054205.](#)      Temporary Quarters Subsistence Allowance (TQSA)
  - [054206.](#)      TQSE (LP) Option
  - [054207.](#)      TQSE for Locations in Presidentially-Declared Disaster Areas

**053712. Time Limits for Using PCS Allowances**

**A. – F. \*\*\*\***

**053901. PCS Per Diem Allowance**

A per diem rate includes a maximum reimbursement amount for lodging expenses and a fixed amount for M&IE. Reimbursement is limited to the lesser of the actual lodging cost or the applicable maximum amount. Lodging receipts are required (see Chapter 2 for miscellaneous reimbursable expenses). The M&IE rate, or portion thereof, is payable to a civilian employee without itemization of expenses or receipts.

**Table 5-74. Per Diem Rates for PDT**

| The PDT is... |                        | And is for...  | Then the...                            |
|---------------|------------------------|--|--|
| 1             | in the CONUS,          | travel to a first duty station for a newly recruited civilian employee or appointee, | Standard CONUS per diem rate is used.  |
| 2             | in the CONUS,          | travel for a PCS,  | Standard CONUS per diem rate is used.  |
| 3             | in the CONUS,          | travel for RAT,  | Standard CONUS per diem rate is used.  |
| 4             | in the CONUS,          | separation travel,   | Standard CONUS per diem rate is used.  |
| <b>5</b>      | <b>in the CONUS,</b>   | <b>occupying temporary lodging,</b>  | <b>locality per diem rate is used.</b> |
| 6             | in the CONUS,          | HHT (Lodging Plus),  | Standard CONUS per diem rate is used.  |
| 7             | in the CONUS,          | HHT (Lump Sum),  | locality per diem rate is used.        |
| 8             | in non-foreign OCONUS, | HHT (Lodging Plus),  | locality per diem rate is used.        |

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|    | The PDT is...          | And is for...  | Then the...                     |
|----|------------------------|--|---------------------------------|
| 9  | in non-foreign OCONUS, | HHT (Lump Sum),  | locality per diem rate is used. |
| 10 | OCONUS,                | travel to a first duty station for a newly recruited civilian employee or appointee, | locality per diem rate is used. |
| 11 | OCONUS,                | travel for a PCS,  | locality per diem rate is used. |
| 12 | OCONUS,                | travel for RAT,  | locality per diem rate is used. |
| 13 | OCONUS,                | separation travel,   | locality per diem rate is used. |
| 14 | OCONUS,                | occupying temporary lodging at a location OCONUS,                                    | locality per diem rate is used. |

### 054008. HHT and TQSE

The AO must reduce the total number of days the civilian employee is authorized for TQSE Lodgings Plus (LP) when a HHT is authorized. The amount of authorized HHT days reduce the amount of authorized TQSE days from either the 31 to 60 day period or the 61 to 120 day period. For example, instead of authorizing 60 days of TQSE (LP), the AO authorizes 50 days of TQSE to account for the civilian employee's 10-day HHT. If 30 or less days of TQSE (LP) are authorized, then HHT days are not considered and do not reduce the amount of authorized TQSE days.

## 0542 TEMPORARY QUARTERS SUBSISTENCE EXPENSES (TQSE)

A. The General Services Administration (GSA) amended the Federal Travel Regulation (FTR) to establish one temporary quarters subsistence expenses (TQSE) method. See 41 CFR 302-6.8.

B. TQSE is a discretionary, not mandatory, allowance unless a civilian employee returns from a foreign area through the DoD Priority Placement Program (PPP). The civilian employee may be authorized TQSE for a TCS. TQSE may be authorized in addition to COLA payable under the DSSR ([5 U.S.C. §5941](#)) and any BAH, OHA, or Basic Allowance for Subsistence paid to a Uniformed Services member who is the spouse or domestic partner of a civilian employee authorized PCS expenses and allowances. TQSE may also be paid in addition to Temporary Lodging Allowance (see [DoD Financial Management Regulation, Vol. 7A](#)), or TLE (see section [0506](#)) as long as payments cover different expenses. Duplication of allowances is not authorized. TQSE is not paid when the civilian employee is receiving other subsistence expense allowances ([41 CFR §302-2.7](#)). Subsistence expenses are the expenses for lodging, food, and other necessities incurred while occupying temporary lodging for a PCS move.

### 054201. TQSE Allowance

The TQSE allowance since December 8, 2025 is Lodgings Plus (TQSE (LP)). The TQSE allowance is defined in [Table 5-82](#). If the AO determines that TQSE is necessary, then TQSE (LP) must be offered as the reimbursement method.

**Table 5-82. TQSE Allowance**

| Type of Expense | Definition |
|-----------------|------------|
|-----------------|------------|

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|   |                           |   |
|---|---------------------------|---|
| 1 | Lodgings Plus (TQSE (LP)) | Reimbursement based on actual lodging expenses up to a maximum by locality area and meals and incidental expenses (M&IE). |
|---|---------------------------|---|

## 054204. Civilian Employee Returning from Foreign Area through the DoD Priority Placement Program (PPP)

The gaining activity pays the TQSE (LP) allowance when a civilian employee returning from an assignment in a foreign area is placed through the PPP. For such moves, the TQSE is a non-discretionary allowance and the gaining activity must authorize and pay it when the civilian employee meets the eligibility requirements for a move due to a RIF or transfer of function. TQSE for PPP is authorized according to the procedures in this paragraph, subject to the following limitations in paragraph 054206-A.

## 054209. TQSE for Locations in Presidentially-Declared Disaster Areas

A. Authority. This section applies to civilian employees and dependents whose old or new PDS is located in a Presidentially-Declared Disaster area under the Stafford Act. [See 41 CFR § 302-6.10.](#)

### B. Allowances.

1. A civilian employee and dependents may be authorized to occupy temporary lodging outside the proximity requirements when relocating to a Presidentially-Declared Disaster area under the Stafford Act.

2. TQSE may be authorized at the locality per diem rate or actual expenses may be authorized on an individual basis. Per diem rates are not authorized to exceed the 300 percent ceiling. See TQSE Actual Expense Allowance computation example.

3. A blanket actual expense authorization may be issued for official relocation travel performed on or after the date of the Presidentially-Declared Disaster under the Stafford Act.

C. Scope. TQSE authorizations must apply to a specific Presidentially-Declared Disaster and must end on the expiration date of the declared disaster, or one year from the date the declaration is issued, whichever is sooner. A blanket actual expense authorization does not apply to any travel performed during TDY.

D. Time Limitation. The maximum limit of 120 consecutive days that TQSE may be authorized is statutorily based and remains in effect.

E. Payment Limitation. An authorized TQSE method cannot be changed once travel has begun.

## 054307. Storage in Transit (SIT) ([FTR §302-7](#))

B. Additional Extensions for SIT. \*\*\*

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3. Time Limitations. The PDTATAC may authorize or approve extensions of the SIT period for no more than a total of 365 days. All travel and transportation must be completed within 1 year from the civilian employee's death, transfer, or appointment effective date unless a further extension is

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authorized **under a Federal Travel Regulation waiver.**

## 0550 RAT LEAVE

### 055001. Eligibility Requirements

A. All Areas OCONUS, Except Alaska and Hawaii. A civilian employee must meet the requirements in this paragraph to be eligible for RAT. Before departure from the PDS OCONUS, a civilian employee must have satisfactorily completed the tour of duty (see [Tour Lengths and Tours of Duty](#)) and have entered into a new written service agreement for another tour of duty at a PDS OCONUS. To be eligible for renewal agreement travel, a civilian employee must have a minimum period of at least 12 months of service remaining from the date of return to the same or different PDS OCONUS (**41 CFR §302-2.3**). The new service agreement covers costs for travel to the civilian employee's actual residence or alternate location according to this Part and return, and any additional cost paid by the Government due to the civilian employee's transfer to another PDS OCONUS for the tour immediately after the RAT.

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### 054504. Allowable Reimbursable Expenses for Sale or Purchase of Residence

A. Broker's Fees or Real Estate Commission. A broker's fee or real estate commission for services in selling and purchasing the residence are reimbursable, but limited to rates generally charged for such services in the old and new PDS localities, not to exceed the statutory limit of 10% for the sale price and 5% of the purchase price (see [5 U.S.C. §5724a\(d\)\(7\)\(B\)](#)). **41 CFR § 302-11.200** authorizes reimbursement of broker fees and commissions incurred by a civilian employee in connection with the purchase of a residence at the new PDS. However, broker fees or commissions combined with any other costs authorized for reimbursement in connection with the purchase of a residence at the new PDS may not exceed the statutory limit of 5% of the purchase price (see [5 U.S.C. §5724a\(d\)\(7\)\(B\)](#)). **41 CFR § 302-11.200** retroactively applies to buyer broker fees or commissions incurred on or after August 17, 2024.

## APPENDIX A: DEFINITIONS AND ACRONYMS

|           |   |
|-----------|---|
| TQSE      | Temporary Quarters Subsistence Expenses                                 |
| TQSE (LP) | Lodgings Plus Reimbursement for Temporary Quarters Subsistence Expenses |