

## CHAPTER 3: TDY TRAVEL

### PART C: DEPLOYMENTS, EXERCISES, MANEUVERS, WAR GAMES, AND CONTINGENCY OPERATIONS

#### 0327 ROUTINE OR ROTATIONAL DEPLOYMENTS

The Services have missions that require routine and rotational deployments. These deployments are not specifically attached to a combatant command (CCMD) or a joint task force (JTF). It is the responsibility of the Senior Commander of the deployment to ensure equity of travel and transportation allowances among deployment participants.

##### 032701. Deployment Allowances

A. Eligibility. Service members who participate in routine rotational deployments may be eligible for travel allowances.

##### B. Allowances

1. In preparation for the deployment an advance party often arrives at the planned deployment location to ensure operational readiness. Upon completion of the routine deployment, a rear party remains behind to ensure any actions necessary to vacate the location and end the event are completed.

2. Transportation modes are specified in the travel authorization and transportation allowances for the directed mode are as specified in [Chapter 2](#).

3. Advance parties and rear parties may be authorized the standard travel and transportation allowances in [Chapter 2](#).

4. A Service member on a routine rotational deployment should be in a group travel status with no per diem authorized for the trip to and from the deployment location. While at the deployment location, these participants are normally in a field duty status and receive no per diem.

5. The Secretary concerned may authorize per diem in [par. 020315](#) when lodging, meals, or incidentals are not provided.

6. The Secretary concerned may authorize a reduced per diem rate as authorized in [par. 020315-D4](#).

#### 0328 EXERCISES, MANEUVERS, AND WAR GAMES

Exercises, maneuvers, war games and similar events are all types of TDY intended to enhance military readiness. Advance parties and rear parties ([par. 032701](#)) are often used in these events. These events may involve only one Service or multiple Services, one or more Joint Commands, CCMDs, JTFs, coalition forces from other countries, and any combination of these potential participants.

### **032801. Exercises, Maneuvers, and War Games Allowances**

A. Eligibility. A Service member or a civilian employee who participates in field training exercises, practice maneuvers, simulated wartime operations, and JTF exercises (must be field duty) that enhance unit readiness and mission capability are eligible for travel allowances. The U.S. Coast Guard may be part of a JTF performing exercises, maneuvers, or war games and is eligible for travel allowances.

#### **B. Allowances**

1. Transportation modes are specified in the travel authorization and transportation allowances are as specified in [Chapter 2](#) for the mode directed.

2. Advance parties and rear parties may be authorized the standard travel and transportation allowances in [Chapter 2](#).

3. A participating Service member is normally in a field-duty status. No per diem is payable when lodging, meals, and incidentals are provided. However, per diem may be authorized as specified in [par. 020315](#) when lodging, meals, or incidentals are not provided. If a status other than field duty is designated, then Service members receive the standard travel and transportation allowances in [Chapter 2](#).

4. A civilian employee is considered in a field duty status. No per diem is payable when a Government dining facility (including meals ready to eat) and Government-provided lodging are available. "Government-provided lodging" includes non-transient barracks and tents. However, a civilian employees are authorized reimbursement for actual costs incurred for meals and lodging during the TDY. If a status other than field duty is designated, then a civilian employee receives the standard travel and transportation allowances in [Chapter 2](#).

## **0329 OPERATIONAL DEPLOYMENTS AND CONTINGENCY OPERATIONS**

The Secretary concerned may direct the use of Government contract quarters, when a Service member is assigned to a contingency operation for 181 or more days at one location. These contracted quarters may be at or near the U.S. installation and are specifically for Service members on the contingency operations. Directing the use of Government contract lodging off the U.S. installation does not permit directing the use of Government meal rate (GMR), however GMR can be directed when the location is in the AOR.

### **032901. Reimbursement Options**

A. Eligibility. A Service member or civilian employee who is temporarily assigned to a CCMD or JTF for operational deployment or contingency operations, or performing duty under similar conditions within the same area of responsibility (AOR), may be eligible for travel allowances.

B. Allowances. The CCDR or JTF Commander determines the TDY allowances, as specified in [Chapter 2](#), including designating Essential Unit Messing or field duty, and when personnel travel together with limited or no reimbursement. The CCDR or JTF Commander must attempt to ensure that travel and transportation allowances in the AOR, and the requirements to receive them, are equitable among eligible travelers within the AOR.

1. The CCDR or JTF Commander may delegate, in writing, the authority to prescribe a

different rate for lodging, meals, incidental expenses, or the entire per diem rate to a subordinate commander who directs the travel in individual travel cases.

a. Services must be notified, in writing, of delegations of authority.

b. The CCDR and JTF Commander's decision about what is payable must be stated in the travel authorization. The determination of the CCDR and JTF Commander supersedes what the AO puts in the TDY order.

2. The Secretarial Process for each Service may direct a TDY option different than the one used for a CCMD or JTF traveler who is either of the following:

a. Not located in the CCMD or JTF AOR, but operating in a support capacity.

b. Located in the CCMD or JTF AOR, but not part of the CCMD or JTF.

C. Special Rules for Deployment and Contingency Travel. If a Service member or civilian employee travels from one TDY location in an AOR to another TDY location within the same AOR, the standard per diem calculation rules in [par. 020310-D](#) do not apply. Instead, the CCDR or JTF Commander for the AOR or contingency operation establishes the per diem rate for the travel day between TDY locations within the AOR. If the availability of Government quarters and dining facilities changes between the two locations in the AOR, then the per diem is based on the new TDY location when authorized or approved by the CCDR, JTF Commander, or designee.

1. If a Service member or civilian employee travels from one location in an AOR to another location within the same AOR, the per diem does not change unless lodging meals or incidentals are not available and a statement of non-availability is provided.

2. If a Service member or civilian employee is traveling into or out of an AOR, then the rules in [Chapter 2](#) apply for the regular travel days while en route between TDY locations. See [AOR computation example](#).

3. If a Service member or civilian employee consumes meals at the CCMD or JTF temporary dining facility and is charged the discounted Government meal rate (GMR), reimbursement is for the discounted GMR plus one of the following incidental expense amounts listed in [Table 3-16](#).

Table 3-16. Incidental Expense Amounts		
	If...	Then the incidental expense amount is...
1	the traveler is sent TDY to a location in the CONUS,	\$5.00.
2	the traveler is TDY to a U.S. installation OCONUS and Government quarters are available on the installation,	\$3.50.
3	the CCDR or JTF Commander determines that \$3.50 is adequate,	\$3.50.
4	the traveler's TDY location is not a U.S. installation,	the applicable locality incidental expense rate applies unless the \$3.50 is adequate.

4. When a civilian employee is deployed to a combat zone to support ongoing contingency operations, the requirements for a TDY of 181 or more consecutive days do not apply. The authority to exceed 180 days for this type of a TDY was extended indefinitely by the Under Secretary of Defense for

Personnel and Readiness (USD(P&R)) memorandum, “Extended Periods of Temporary Duty Authorized for Department of Defense Civilian Employees Deployed to a Combat Zone,” dated August 26, 2019. Before travel begins, the travel authorization must cite the August 26, 2019, USD(P&R) memorandum, as the waiver authority, which does not require Under Secretary of Defense for Civilian Personnel Policy review. This provision also applies to a non-DoD civilian employee if the travel authorization is DoD-funded.

### **032902. Lodging Reimbursement during an Authorized Absence While TDY in Support of an Operational Deployment or Contingency Operation**

For allowances when a civilian employee in support of a contingency operation takes leave, see [par. 020312](#). For purposes of this paragraph, an “authorized absence” refers to a period when a Service member is in an authorized leave status or when the Service member’s absence is otherwise authorized under regulations prescribed by the Secretary concerned ([37 U.S.C. §474b\(d\)](#)).

A. Eligibility. A Service member deployed in support of a contingency operation who retains lodging at the TDY location during an authorized absence may be eligible for TDY lodging as a miscellaneous reimbursable expense provided all four of the following criteria are met:

1. TDY in support of a contingency operation for 31 or more days.
2. Performing duty away from home or the PDS immediately before taking the authorized absence.
3. Receiving per diem for lodging expenses.
4. Returns to the TDY location at the end of the authorized absence.

B. Allowances. For authorized absence days, the amount reimbursed for lodging retained at the TDY location depends on the type of per diem the Service member was receiving while TDY. Per diem is not payable for days at the Service member’s PDS or home. If the Service member was receiving per diem under the “lodging plus” method, then the lodging reimbursement is limited to the lodging portion of the locality per diem rate at the TDY location.

### **032903. HHG Storage for a Service Member on TDY for an Operational Deployment or Contingency Operation**

HHG storage for a Service member may be authorized as either “storage in transit” (SIT) or “special storage.” See [par. 020502](#) for allowances.

### **032904. POV Storage when a Service Member is TDY for an Operational Deployment or Contingency Operation**

A. Eligibility. A Service member may be eligible to have one POV stored at Government expense when on a contingency operation for 31 or more days. The storage facility must be a commercial storage facility and the vehicle size must conform to the Surface Deployment and Distribution Command storage contract maximum standard size. The Secretarial Process may authorize or approve the storage of an oversized POV if the Service member requires the oversized POV for medical reasons.

B. Allowances. An eligible Service member may be authorized or approved the POV storage allowances in [Chapter 5](#).

### **032905. POV Storage when a Civilian Employee is TCS for an Operational Deployment or Contingency Operation**

A. Eligibility. A civilian employee or dependent is eligible to have one POV stored at Government expense if the civilian employee is assigned a temporary change of station (TCS) in support of a contingency operation (including humanitarian operations, peacekeeping operations, and similar operations). The POV must be owned or leased for personal use by the civilian employee or dependent. The civilian employee must be eligible for TCS allowances and the head of the Agency must determine it to be to the Government's advantage to authorize POV storage.

B. Allowances. POV storage must be in a commercial storage facility and may be at a place determined to be reasonable by the Agency concerned. Allowable expenses include POV storage preparation, actual storage cost, and POV preparation for removal from storage after the TCS ends; transportation of the POV to and from the storage facility; and other necessary expenses related directly to POV storage and transportation. POV insurance costs while in storage are the civilian employee's financial responsibility.