

**JOINT FEDERAL TRAVEL REGULATIONS, VOL. 1 (JFTR)
CHANGE 302
1 FEBRUARY 2012**

**Ch 7: T&T Alws Under Special Circumstances & Categories Part G: Reserve Component (RC)
Member Travel**

U7160 INACTIVE DUTY TRAINING OUTSIDE NORMAL COMMUTING DISTANCE

****Effective for travel that occurs on/after 20 March 2008 or on/after the Service implementation date, whichever comes later, through and including 31 December 2012.***

A. General

1. The Secretary Concerned may authorize/approve reimbursement to an eligible member of the Selected Reserve of the Ready Reserve for travel and transportation-related expenses for travel to an inactive duty training location (assigned unit – designated post of duty) to perform inactive duty training when the member is required to commute outside the local commuting distance.
2. For par. U7160, 'outside the local commuting distance' is defined as the local travel area under par. U3500, but not less than 150 miles one-way by DTOD. An exception to this exists for non-contiguous States and U.S. Territories and Possessions requiring off-island/inter-island travel to an IDT location that is not normally served by boat/ferry and does not meet the conditions under par. U3500-B1c. Reimbursement for travel costs via air/sea is limited IAW par. U7160-C.

B. Eligible Member. A member of the Selected Reserve of the Ready Reserve (and not just any RC member) must be:

1. Qualified in a skill designated as critically short by the Secretary Concerned;
2. Assigned to a unit of the Selected Reserve with a critical staffing shortage, or in a pay grade in the member's RC with a critical staffing shortage; or
3. Assigned to a unit/position that is disestablished or relocated as a result of Defense BRAC or other force structure reallocation.

C. Reimbursement. The following travel and transportation expenses for travel to and from an inactive duty training location to perform inactive duty training may be reimbursed, ***NTE a total of \$300 for each round trip.***

1. Transportation

a. Commercial Transportation. Reimbursement is authorized for the **actual transportation cost** including transportation between home and the terminal; and between the terminal and the training location.

b. POC Transportation. Reimbursement is authorized for the actual expense incurred (e.g., **gas**; oil; highway, bridge, and tunnel tolls; parking fees; and other necessary expenses incurred incident to such travel).

c. Limitations. Payment may **not** be on a commuted basis, such as a **mileage allowance** for transportation costs.

2. Lodging and Meals

a. Meals. The **actual cost** of the member's meals (including tax and tips, but not including alcoholic beverages) may be reimbursed up to the M&IE for the per diem rate for the area concerned.

b. Lodging

(1) The **actual cost** of the member's lodging (including tax, tips, and service charges) may be reimbursed up to the per diem rate for the area concerned.

(2) The locality per diem lodging ceiling in a CONUS/non-foreign OCONUS area does not include lodging tax. Lodging tax in a CONUS/non-foreign OCONUS area is a reimbursable expense (APP G) except when 'MALT-Plus' for POC travel is paid.

(3) The locality per diem lodging ceiling in a FOREIGN AREA includes lodging tax. Lodging tax in a FOREIGN AREA is not a reimbursable expense.