



**PER DIEM, TRAVEL AND TRANSPORTATION ALLOWANCE
COMMITTEE**

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PDTATAC/cmw

14 March 2019

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: MAP/CAP 079-18 (R) -- Removal of the Travel Order Certification Requirement

1. **SYNOPSIS:** The 2011 Track Four Efficiencies stated, "All DoD travel requests must include justification that alternate means (SVTC, web-based communications) are not sufficiently able to accomplish travel objectives." The Per Diem, Travel and Transportation Allowance Committee has determined that this requirement is no longer necessary and it aligns with the Deputy Secretary of Defense's initiative to modernize travel.
2. The Committee Chair approved the attached changes to the Joint Travel Regulations, made in MAP/CAP 079-18 (R).
3. This determination is an advance notice of the changes to the JTR. You are requested to disseminate this determination to the appropriate offices within your Service.
4. These changes are scheduled to appear in JTR, dated 1 May 2019.
5. This determination is effective on 13 March 2019, when it was approved by the Chair.
6. Action Officer: Christopher Woods (christopher.m.woods2.civ@mail.mil)

//Approved//

Donna K. Haddix

Chief, Policy, & Regulations Branch

Attachment:

Rev 1

Uniformed E-Mail Distribution:

MAP Members P&R Branch PMO-DTS GSA-3FT GSA-OGP(MTT) PPC

Civilian E-Mail Distribution:

CAP Members P&R Branch PMO-DTS GSA-3FT GSA-OGP(MTT) CBCA Judges

JTR REVISIONS:

010104. Service or Agency Responsibilities

A. Mission Controls. Each Service or DoD Agency must authorize or approve only the travel necessary to accomplish the Government's mission effectively and economically while establishing internal controls to ensure that only such travel is authorized. An official responsible for directing travel or approving reimbursement is also responsible for ensuring that funds are used for official travel purposes and in accordance with the conditions prescribed in the JTR.

010202. Requirement to Travel

Travel is required when other means of conducting business, such as telephone calls or video teleconferencing, are unavailable or cannot meet the mission's needs. Approval of a travel order or authorization, by the AO, certifies that travel is required and that other means are not sufficient to accomplish the mission. Government-funded travel and transportation are used only when officially justified and by the means that meet mission requirements consistent with good management.

0305 Invitation to Travel

An [Invitational Travel Authorization \(ITA\)](#) should be issued judiciously to ensure prudent use of Government funds (see Appendix A).