

**ABBREVIATIONS AND ACRONYMS**

AEA	Actual Expense Allowance
AIS	Automated Information System
AO	Authorizing Official
APC	Agency Program Coordinator
ATM	Automated Teller Machine (for use with government travel card)
CBA	Centrally Billed Accounts
CFO	Chief Financial Officer
CO	Certifying Official
Comp Gen	Comptroller General of the United States
CONUS	Continental/Contiguous United States (the 48 states plus the District of Columbia)
CPM	Component Program Manager
CRS	Commercial Reservation System
★CBCA	Civilian Board of Contract Appeals
CTD	Civilian Travel Determination
CTO	Commercial Travel Offices (under contract to the government)
CUI	Common User Interface
DADS	Defense Accounting and Disbursing Systems (generic term)
DFAS	Defense Finance and Accounting Service
DFAS-HQ/F	Directorate for Finance, Defense Finance and Accounting Service-Headquarters
DISA	Defense Information Systems Agency
DLA	Dislocation Allowance
DMDC	Defense Manpower Data Center
DO	Disbursing Office(r)
DoD	Department of Defense
DoDFMR	Department of Defense Financial Management Regulation
DOHA	Defense Office of Hearings and Appeals
DTA	Defense Travel Administration
DTOD	Defense Table of Official Distances
DTR-6	Defense Travel Region 6
DTS	Defense Travel System
DTS-L	Defense Travel System-Limited
EB/EC	Electronic Business/Electronic Commerce
EDI	Electronic Data Interchange
EEIC	Element of Expense/Investment Code
EFT	Electronic Funds Transfer
FDTA	Finance Defense Travel Administration
FICA	Federal Insurance Contribution Act
FITW	Federal Income Tax Withholding
FTR	Federal Travel Regulation
GAO	Government Accountability Office
GBL	Government Bill of Lading
GCSU	Government Card Service Unit

GSA	General Services Administration
GSBCA	General Services Administration Board of Contract Appeals
HHG	Household Goods
HMIP	Home Marketing Incentive Payment
IATS	Integrated Automated Travel System
IAW	In Accordance With
IBA	Individually Billed Account
ID	Identification (such as ID card)
IMA	Individual Mobilization Augmentee
ITA	Invitational Travel Authorization
JD	Joint Determination
JFTR	Joint Federal Travel Regulations
JTR	Joint Travel Regulations
LES	Leave and Earnings Statement
LOA	Line of Accounting
MCC	Merchant Category Codes
MEPS	Military Entrance Processing Station
M&IE	Meals and Incidental Expenses
MCO	Marine Corps Order
MTMC	Military Traffic Management Command
NAFI	Nonappropriated Fund Instrumentality
NDEA	Non-DTS Entry Agent
NGMS	Northrop Grumman Mission System
OCONUS	Outside of the Continental/Contiguous United States
OPM	Office of Personnel Management
OSD	Office of the Secretary of Defense
OUS(D(AT&L))	Office of the Under Secretary of Defense (Acquisition, Technology and Logistics)
OUS(D(C))	Office of the Under Secretary of Defense (Comptroller)
OUS(D(P&R))	Office of the Under Secretary of Defense (Personnel and Readiness)
PCS	Permanent Change of Station
PD	Per Diem Determination
PDS	Permanent Duty Station
PDT	Permanent Duty Travel
PDTATAC	Per Diem, Travel and Transportation Allowance Committee
PIN	Personal Identification Number
PKI	Public Key Infrastructure
PMO-DTS	Project Management Office-Defense Travel System
POC	Privately Owned Conveyance
POD	Port of Debarkation
POE	Port of Embarkation
POV	Privately Owned Vehicle
PSD	Personnel Support Detachment
PTDY	Permissive Temporary Duty
PUI	Payment-Upon-Issuance
PUP	Payment-Upon-Presentation

RITA	Relocation Income Tax Allowance
RO	Reviewing Official
SDCC	Surface Deployment and Distribution Command
SJA	Staff Judge Advocate
SSN	Social Security Number
TA	Travel Authorization
TAD	Temporary Additional Duty
TCPMO	Travel Card Program Management Office
TCS	Temporary Change of Station
TDY	Temporary Duty
TLA	Temporary Lodging Allowance
TLE	Temporary Lodging Expense
TO	Transportation Office(r) (also known as Travel Order or Travel Office)
TQSE	Temporary Quarters Subsistence Expenses
TQSE (AE)	Actual Expense Reimbursement for Temporary Quarters Subsistence Expenses
TQSE (F)	Fixed Amount Reimbursement for Temporary Quarters Subsistence Expenses
TR	Transportation Request (also known as government-procured transportation)
TRN	Trip Record Number
TTRA	Travel and Transportation Reform Act
UCMJ	Uniform Code of Military Justice
U. S.	United States
USA	United States Army
USAF	United States Air Force
U.S.C.	United States Code
(USD(C))	Under Secretary of Defense (Comptroller)
USCG	United States Coast Guard
USMC	United States Marine Corps
USN	United States Navy
VOCO	Verbal/Vocal Orders of the Commanding Officer
WTA	Withholding Tax Allowance