

<p align="center">SUMMARY OF MAJOR CHANGES TO DOD 7000.14-R, VOLUME 9 TRAVEL POLICY AND PROCEDURES</p> <p align="center">New and revised instructions are indicated by a ★ placed immediately before the new or revised section, paragraph, subparagraph, etc.</p>			
Page	Paragraph	Explanation of Change/Revision	Purpose
1-2	0105	Adds “Responsibilities” paragraph.	Amendment
1-3	0107	Establishes requirements for reporting employee travel expenses.	Amendment
<u>Chapter 2</u>	All	Introduces Temporary Duty Travel (TDY) policies to be used in conjunction with the Defense Travel System (DTS).	Amendment
2-1	0201	Establishes policies for use with the Defense Travel System (DTS) and Defense Travel System-Limited (DTS-L).	Amendment
2-2	020401	Establishes responsibilities of Accountable Officials.	Amendment
2-4	020402	Establishes responsibilities of the traveler under the DTS system.	Amendment
2-5	0205	Establishes procedures for travel authorization under the DTS system.	Amendment
2-6	0206	Establishes fiscal year end travel and accounting policy under the DTS system.	Amendment
2-6	0207	Defines policy and procedures governing use of the DTS-L system.	Amendment
<u>Chapter 3</u>	All	Chapter was revised May 2000 to implement the Travel and Transportation Reform Act of 1998. Additional changes effective in this revision are shown below.	Amendment
3-5	030302.A.2.j	The definition of “frequent traveler” is redefined. A frequent traveler is now a person who travels “two or less times per year.”	Amendment
3-7	030501.A	Reworded to avoid use of a contractor proprietary term.	Amendment
4-1	0402	Establishes requirement to use the Commercial Travel Office (CTO) for all commercial travel.	Amendment
4-3	040703	Establishes policy for leisure use with official use of a rental vehicle.	Amendment

Chapter 5	All	Establishes TDY travel policies and procedures to be used where DTS is not used.	Amendment
5-1	0501	Establishes separate policies for travelers who do not utilize the Defense Travel System.	Amendment
5-1	0502	Adds definitions of the responsibilities of the: Accountable Official, Government Travel Card Agency Program Coordinator (APC), Approving Officials, Authorizing Officials, Resource Managers/Fund Holders, Supervisory Review, Travel Computation Offices, Automated Information System (AIS) Administrators, Certifying Officials, Travelers, and Reviewing Officials.	Amendment
5-5	0503	Establishes policies concerning temporary duty travel orders	Amendment
5-7	0504	Establishes policies concerning travel advances.	Amendment
5-9	0505	Establishes guidance limiting the use of travel advances.	Amendment
5-16	050701	References to JFTR and JTR updated.	Update
5-17	050702	Refines definition for meals furnished at conferences. New definition does not include continental breakfast or evening receptions.	Update
5-18	050903	Adds JFTR and JTR references concerning payment for meals.	Update
5-19	0510	Add illustration of per diem computation for consecutive TDY.	Amendment
5-20	051202	Updates JFTR and JTR references concerning voluntary return from TDY to Permanent Duty Station (PDS) locations.	Update
6-1	0601	Adds chapter overview.	Amendment
6-1	0602	Establishes policies for travelers utilizing the DTS.	Amendment
6-3	060302.D.	Updates Marine Corps address for personally-procured monetary allowance payments.	

6-4	060303.A.	Adds JFTR and JTR references for Actual Expense Reimbursement for Personally-Procured Shipment or Storage of Household Goods (HHG).	Update
6-4	060303.B.	Updates requirements for supporting documentation required for Actual Expense Reimbursement for Personally-Procured Shipment or Storage of Household Goods HHG.	Amendment
6-5	0604	Revises guidance for the transportation and storage of privately owned vehicles (POVs).	Update
6-6	0606	Revises paragraph to cite requirements for dislocation allowance (DLA).	Update
6-7	0609	Adds JTR reference.	Amendment
6-7	061002	Establishes procedures governing Home Marketing Incentive Payment (HMIP).	Amendment
6-8	061003	Establishes procedures for payment of Home Marketing Incentive Payment (HMIP).	Amendment
6-12	061201.A.	Amends paragraph on Withholding Tax Allowance (WTA) agreement statement.	Amendment
7-1	070202	Establishes requirement for temporary duty travel orders prior to making payments.	Amendment
8-1	0801	Provides entitlements for travelers not under the DTS.	Amendment
8-1	080101	Eliminates specific random audit guidance.	Amendment
8-1	080102	Provides policy for travel payment methods to include electronic funds transfer (EFT) and split disbursement.	Update
8-2	080104	Provides current reference for repayment of over advances.	Update
8-3	0803	Provides guidance for voucher preparation.	Amendment
8-9	0805	Establishes policy governing responsibilities for processing travel claims.	Amendment
8-9	080502	Establishes policy for processing claims for local travel at the Permanent Duty Station (PDS).	Amendment
8-11	080505	Establishes policies concerning travel under classified orders.	Amendment
8-13	080507	Establishes payment procedures in connection with sea trial trips.	Amendment
8-13	080508	Establishes payment procedures for the Navy Oceanographic Office.	Amendment
8-13	080509	Establishes policy for payments involving the loss of the original travel order (Navy).	Amendment

8-14	0806	Establishes policy for collection of travel related indebtedness.	Amendment
8-16	0808	Establishes policy concerning claim for late payment fee.	Amendment
9-1	0902	Establishes policy for payment of travel advance or settlement on orders citing other than a DoD appropriation for U.S. Coast Guard members.	Amendment