

DEFENSE LOGISTICS AGENCY  
DEFENSE LOGISTICS SUPPORT COMMAND  
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IN REPLY DLSC-LDT  
REFER TO

Mar 04 1999

MEMORANDUM FOR EXECUTIVE TEAM  
COMMANDER, DEFENSE CONTRACT MANAGEMENT  
COMMAND  
DEFENSE DISTRIBUTION CENTER  
DEFENSE SUPPLY CENTERS  
DEFENSE REUTILIZATION AND MARKETING SERVICE  
DEFENSE ENERGY SUPPORT CENTER  
DLA EUROPE/PACIFIC  
DEFENSE LOGISTICS INFORMATION SERVICE  
ADMINISTRATOR, DEFENSE AUTOMATED PRINTING AND  
SUPPORT CENTER  
DEFENSE NATIONAL STOCKPILE CENTER

SUBJECT: Joint Travel Regulation (JTR) Regarding Meetings and Conferences and  
Federal Travel Regulation (FTR) Regarding Per Diem Rates

The change (enclosure 1) to the JTR, Vol 2, are made in CAP Item 22-98, and are scheduled to appear in JTR change number 403, dated 1 May 1999. This determination will be effective when printed in the JTR. The change prescribes guidance concerning travel to conferences and conference planning.

The revisions to the FTR are found in the Federal Register, Vol. 64, No. 27, of Wednesday, February 10, 1999, pages 6549 and 6550 (enclosure 2), which reflects changes to the per diem rates in Great Neck, NY and Ft. Worth, TX. It also corrects entries listed in the prescribed General and Temporary Duty (TDY) Travel Allowances (Maximum Per Diem Rates) in the FTR.

The JTR changes are accessible on the travel webpage  
[www.supply.dla.mil/travelpage](http://www.supply.dla.mil/travelpage).

Please ensure that all personnel receive the change as soon as possible. If further information is required, my point of contact is Mrs. Deborah L. Beckner at (703) 767-3622 or DSN 427-3622.



attachments

BENNIE E. WILLIAMS  
Colonel, USA  
Chief, Transportation (Policy)