



DEFENSE LOGISTICS AGENCY
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JAN 18 2002 .

IN REPLY
 REFER TO

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**MEMORANDUM FOR DLA DIRECTOR'S STAFF
 STAFF DIRECTORS, DLA SUPPORT SERVICES
 COMMANDERS, DLA FIELD ACTIVITIES**

SUBJECT: Frequent Traveler Benefits and Relinquishing Promotional Items

Effective immediately, the following changes are being made to the Joint Travel Regulations (Joint Federal Travel Regulation/Joint Travel Regulation). These changes implement the FY 2002 DoD Authorization Bill, Section 1116. An employee (military/ civilian) traveling on DLA's travel funds (including those traveling on invitational travel orders) may keep promotional material (including frequent traveler benefits such as points or miles, upgrades, or access to carrier clubs or facilities) for personal use. This applies to promotional items received before, on, or after December 31, 2001. Promotional items received while traveling on other than Federal travel funds may not be covered by this rule, travelers should seek guidance from those who are funding the Temporary Duty (TDY).

A traveler may keep payments from a carrier for voluntarily vacating a transportation seat. However, as a result of the traveler's delay, *no additional expenses (per diem or miscellaneous reimbursable) will be paid by DLA, any additional travel expenses are the traveler's financial responsibility*. If a traveler is involuntarily denied a seat, any monetary compensation for the denied seat belongs to the Government (59 Comptroller General 203 (1980)).

Travelers and authorizing officials should review the Joint Ethics Regulation, DoD 5500.7-R, on how to handle acceptance of official travel benefits (frequent flyer miles) or payment for official travel expenses from non-Federal sources (<http://www.defenselink.mil/dodgc/defense-ethics/ethics-regulation/index.html>).

Travelers are reminded that they must travel by coach-class accommodations (seating) and must use city-pair fares when traveling on official business. A desire to use the frequent traveler benefits to upgrade is not grounds for not using a city-pair carrier. Travelers may upgrade their transportation class of service at their own expense (may pay or use their frequent flyer miles). Travelers requesting DLA to fund any upgrade in travel services still must meet the requirements stated in the Joint Travel Regulations. If a traveler uses his/her frequent flyer miles, the Internal Revenue Service considers them personal property and may be subject to being taxable as "unearned income."

Please pass this information to all of your employees, Passenger Travel Specialist, and your Commercial Travel Offices. Additional information on travel Issues may be found at <http://www.dla.mil/dss/travel>. If further information is required please contact Mrs. Deborah Beckner, at (703) 767-3622, DSN 427-3622, e-mail deborah-beckner@hq.dla.mil.

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Director
DLA Support Services