

Temporary Duty (TDY) Travel Allowances

§ 301-75.4

§ 301-74.22 When may an employee, attending a conference, be authorized the conference lodging allowance?

An employee, authorized to attend a conference, may be authorized the conference lodging allowance as prescribed in §§ 301-74.8 and 301-74.9.

§ 301-74.23 Is the conference lodging allowance an actual expense reimbursement?

No. The conference lodging allowance is a separate method of reimbursement for lodgings expenses.

§ 301-74.24 When should actual expense reimbursement be authorized for conference attendees?

If the conference lodging allowance still is inadequate, you may authorize actual expense reimbursement under § 301-11.300 of this chapter in lieu of the conference lodging allowance method.

PART 301-75—PRE-EMPLOYMENT INTERVIEW TRAVEL

Subpart A—General Rules

Sec.

301-75.1 What is the purpose of the allowance for pre-employment interview travel expenses?

301-75.2 May we pay pre-employment interview travel expenses?

301-75.3 What governing policies and procedures must we establish related to pre-employment interview travel?

301-75.4 What other responsibilities do we have for pre-employment interview travel?

Subpart B—Travel Expenses

301-75.100 Must we pay all of the interviewee's pre-employment interview travel expenses?

301-75.101 What pre-employment interview travel expenses may we pay?

301-75.102 What pre-employment interview travel expenses are not payable?

301-75.103 What are our responsibilities when we authorize an interviewee to use common carrier transportation to perform pre-employment interview travel?

Subpart C—Obtaining Travel Services and Claiming Reimbursement

301-75.200 How will we pay for pre-employment interviewee travel expenses?

301-75.201 May we allow the interviewee to use individual Government contractor-

issued charge cards for pre-employment interview travel?

301-75.202 What must we do if the interviewee exchanges the ticket he or she has been issued?

301-75.203 May we provide the interviewee with a travel advance?

301-75.204 May we use Government contractor-issued travelers checks to pay for the interviewee's travel expenses?

301-75.205 Is the interviewee required to submit a travel claim to us?

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Subpart A—General Rules

§ 301-75.1 What is the purpose of the allowance for pre-employment interview travel expenses?

To help you recruit highly qualified individuals.

§ 301-75.2 May we pay pre-employment interview travel expenses?

Yes, if you determine it is in the best interest of the Government to do so. However, pre-employment travel expenses may not be authorized to offset or defray other expenses not allowable under this subpart.

§ 301-75.3 What governing policies and procedures must we establish related to pre-employment interview travel?

You must establish policies and procedures governing:

(a) When you will pay pre-employment interview travel expenses, including the criteria for determining which individuals or positions qualify for payment of such expenses;

(b) Who will determine, in each individual case, that a person qualifies for pre-employment interview travel expenses; and

(c) Who will determine what expenses you will pay for each individual interviewee.

§ 301-75.4 What other responsibilities do we have for pre-employment interview travel?

You must:

(a) Provide your interviewees with a list of FEMA approved accommodations in the vicinity of the interview,