

## Relocation Allowances

## § 302-3.214

mileage criteria in §302-2.6 of this chapter for short distance relocation.

### OVERSEAS ASSIGNMENT AND RETURN

#### § 302-3.207 **Am I eligible to receive relocation allowances for overseas assignment and return travel?**

You may be eligible to receive relocation allowances for overseas assignment and return travel if you are:

- (a) An employee transferring to, from, or between official stations OCONUS; or
- (b) A new appointee to a position OCONUS and at the time of your appointment your residence is in an area other than your post of duty.

#### § 302-3.208 **What relocation expenses will my agency pay for my overseas assignment and return?**

To determine what relocation expenses your agency will pay for your overseas assignment and return, see:

- (a) Section 302-3.2 if you are a new appointee; or
- (b) Section 302-3.101 if you are a transferred employee.

### OVERSEAS TOUR RENEWAL AGREEMENT

#### § 302-3.209 **What is overseas tour renewal travel?**

Overseas tour renewal travel refers to travel of you and your immediate family returning to your home in the continental U.S., Alaska, or Hawaii between overseas tours of duty. See §302-2.222 for travel to an actual place of residence in other than the United States.

#### § 302-3.210 **What is an overseas tour of duty?**

An overseas tour of duty is an assignment to a post of duty outside the continental United States, Alaska or Hawaii.

#### § 302-3.211 **What is an allowance for overseas tour renewal travel?**

An allowance for overseas tour renewal travel is a reimbursement for you and your immediate family of roundtrip travel and transportation expenses between your overseas post of duty and your actual place of residence in the U.S.

#### § 302-3.212 **How do I know if I am eligible to receive an allowance for overseas tour renewal travel?**

You are eligible to receive an allowance for overseas tour renewal travel if:

- (a) You are on an overseas assignment, and you have completed your tour of duty and satisfactorily completed your service agreement time period; and
- (b) You are on an overseas assignment and you have signed a new service agreement to remain at your overseas post or to transfer to another overseas post of duty; or
- (c) You meet the requirements and are eligible for tour renewal travel from Alaska or Hawaii under §302-3.214.

#### § 302-3.213 **What allowances will I receive for tour renewal travel?**

For tour renewal travel, you will receive payment for those authorized expenses as stated in item five of Tables A and B of §302-3.101.

#### § 302-3.214 **May I receive reimbursement for tour renewal travel when my travel is between two places within the United States?**

You may only receive reimbursement for tour renewal travel when your tours are between two places within the U.S. if you are an employee who is traveling from Alaska or Hawaii, and:

- (a) You will continue to serve consecutive tours of duty within the same state from which you're traveling, and on September 8, 1982 you were:
  - (1) Serving your tour in one of these areas and have continued to do so; or
  - (2) En route to a post of duty in Alaska or Hawaii under a written service agreement to serve a tour of duty; or
  - (3) In the process of performing a tour renewal travel and has since then entered into another tour of duty in Alaska or Hawaii;
- (b) Tour renewal agreement travel for recruiting or retention purposes is limited to two round trips beginning within 5 years after the date the employee first begins any period of consecutive tours of duty in Alaska or Hawaii. Employees shall be advised in writing of this limitation; or
- (c) You are traveling due to your agency's mission to recruit or retain

**§ 302-3.215**

you as an employee to fulfill a position that requires a special skilled employee or to fill a position in a remote area.

**§ 302-3.215 Will I be reimbursed for tour renewal travel from a post of duty in Hawaii and return to a post of duty in Alaska or for such travel from a post of duty in Alaska and return to a post of duty in Hawaii?**

No, you will not be reimbursed for tour renewal travel unless your return travel is to a post of duty in the same State that you traveled from.

**§ 302-3.216 When must I begin my first tour renewal travel from Alaska or Hawaii?**

You must begin your first tour renewal travel within 5 years of your first consecutive tours in either Alaska or Hawaii.

**§ 302-3.217 Will my family or I receive per diem for en route travel from my post of duty to my actual place of residence in the U.S.?**

No, your family will not receive per diem for en route travel from your post of duty to your actual place of residence in the U.S. and return to the same or a different post of duty.

**§ 302-3.218 Are there any special circumstances when my agency may authorize me travel and transportation expenses for my tour renewal travel in Alaska or Hawaii?**

Other than as specified in §§ 302-3.209 through 302-3.226, your agency head will only authorize travel and transportation expenses for your tour renewal travel in Alaska or Hawaii if it determines that:

(a) Agency staffing needs are required to recruit or retain employees at a post of duty in Alaska or Hawaii; or

(b) Your agency is in need to recruit employees only with special skills and knowledge and/or to fill positions in remote areas.

**§ 302-3.219 Is there a limit on how many times I may receive reimbursement for tour renewal travel?**

(a) If you are stationed in a foreign area or in an area other than Alaska or Hawaii, your agency may reimburse

**41 CFR Ch. 302 (7-1-04 Edition)**

you for one overseas tour renewal trip for each time you complete your service agreement, which is related to your post of duty.

(b) For recruiting and retention purposes of consecutive tours served within Alaska and Hawaii, your agency may reimburse you a maximum of two round trips which must begin within 5 years after the date of your first tour.

**§ 302-3.220 May my family and I travel to another U.S. location (other than from my actual place of residence) under my tour renewal agreement?**

Yes, you and your family may travel to another U.S. location (other than from your actual place of residence) under your tour renewal agreement. However, your agency will only reimburse you for the amount of authorized expenses from your post of duty to your actual place of residence and return (as appropriate) on a usually traveled route.

NOTE TO § 302-3.220: If your actual place of residence is located in the U.S., you and your family must spend a substantial amount of time in the U.S. in order to receive reimbursement.

**§ 302-3.221 If I travel to another place in the U.S. (other than my actual place of residence) am I required to spend time at my actual place of residence to receive reimbursement?**

No, you are not required to spend time at your actual place of residence to receive reimbursement if you travel to another place in the U.S. (other than your actual place of residence).

**§ 302-3.222 Will I be reimbursed if I travel to another overseas location (instead of the U.S.)?**

If you travel to another overseas location (instead of the U.S.), you will be reimbursed only if your actual residence is within that country in which you are taking your leave, and then you will only be reimbursed your authorized travel and transportation expenses. You will have to pay any expense(s) above your authorized amount.