

Travel by POV for distances 400 miles and less or more than 400 miles (JTR, par. 020206 and Table 2-10)

Background: Per the Joint Travel Regulations, the "400/800 mile rule" refers to the guideline that a privately owned vehicle (POV) is considered advantageous for the Government if the distance is 400 miles or less one-way, or 800 miles or less round trip and the traveler does not need to compare costs by completing a constructed travel worksheet (CTW).

Key points about the 400/800 mile rule:

- If the traveler is traveling a distance of 400 miles or less one-way, or 800 miles or less round trip, they can typically use their personal vehicle for official travel without needing to demonstrate that it's the most cost-effective option compared to other transportation methods like rental cars or commercial flights.
- For trips exceeding 401 miles one-way, or 801 miles round trip, the traveler must show why using a POV is the best option for the Government, considering factors like costs (e.g., taxis to the terminal and baggage fees) and mission.

Scenario 1

A traveler is on temporary duty (TDY) travel and is authorized commercial air from the permanent duty station (PDS) in MCB Quantico, VA to Camp Lejeune, NC. The distance one way is 325 miles and 650 miles roundtrip. Since the distance is less than 400 miles one way and 800 miles round trip, use of a POV is considered advantageous for the Government and the traveler is not required to submit a CTW.

Scenario 2

A traveler is TDY and is authorized commercial air from the PDS in Atlanta, GA to St. Louis, MO. The distance one way is 567 miles and 1,134 miles roundtrip. Since the distance from the PDS to the TDY location is over 400 miles one way, the traveler is required to submit a CTW to the AO to prove that driving a POV is advantageous to the Government. The Authorizing Official (AO) must review the CTW and determine if the POV mileage exceeds the Government's constructed costs. If the POV mileage is greater than the Government's constructed costs, the traveler's reimbursement is limited by the AO.

Scenario 3

A traveler is TDY and is authorized commercial air from the PDS in MCB Quantico, VA to Fort Bragg, NC then to Norfolk Naval Base, VA then to Wilmington, NC with a final return to MCB Quantico, VA. Each of the distances one way are under 400 miles, however the total "round trip" exceeds 1,100 miles. Since the overall round trip distance from the PDS to the TDY locations and return is over 800 miles, the traveler is required to submit a CTW to the AO to prove that driving a POV is advantageous to the Government. The Authorizing Official (AO) must review the CTW and determine if the POV mileage exceeds the Government's constructed costs. If the POV mileage is greater than the Government's constructed costs, the traveler's reimbursement is limited by the AO.