

**JOINT TRAVEL REGULATIONS**  
 Computation Example (CE-NWD-03)  
 JTR, par. 033301

**Computing Per Diem with Leave and Non-Workdays  
 Non-Workday When a Civilian Employee Takes Leave for a Whole  
 Workday before and a Whole Workday Following a Non-Workday**

**Note:** Rates used in these examples may not be current and are for illustrative purposes only.

**Scenario:** A civilian employee departs a PDS on Wednesday, September 7, to travel to a TDY location in the CONUS, arriving on the same day. The locality per diem rate for the TDY location is \$135 (\$88/47). He or she works on Thursday, September 8 and takes annual leave on Friday, September 9, and Monday, September 12. Both weekend days, September 10-11, are non-workdays. The civilian employee performs duty at the TDY location for 3 full days, September 13-15. He or she departs the TDY location and returns to the PDS on September 16. Per diem is not authorized under any of the following circumstances:

- When a civilian employee returns to a PDS or place of abode on a non-workday.
- For more than 2 non-workdays if leave is taken for all workdays between the non-workdays.
- For a non-workday when leave is taken for the whole workday before and the whole workday following the non-workday.

Itinerary Location (Per Diem Rate)	Date	Daily Lodging Cost	Lodging Calculation	Lodging Allowed	M&IE Calculation	M&IE Allowed	Total Per Diem
<b>Departing the PDS and Traveling to TDY Location</b>							
Depart PDS	9/7	\$88	1 Day x \$88	\$88	75% of \$47	\$35.25	\$123.25
Arrive TDY Location	9/7						
<b>At TDY Location</b>							
Full TDY Day	9/8	\$88	1 Day x \$88	\$88	\$47	\$47	\$135.00
Annual Leave	9/9	N/A	N/A	\$0	N/A	\$0	\$0.00
Non-Duty Days - Weekend	9/10-11	N/A	N/A	\$0	N/A	\$0	\$0.00
Annual Leave	9/12	N/A	N/A	\$0	N/A	\$0	\$0.00
3 Full TDY Days	9/13-15	\$88	3 Days x \$88	\$264	3 Days x \$47	\$141	\$405.00
<b>Departing TDY Location and Returning to the PDS</b>							
Depart TDY Location	9/16	N/A	N/A	\$0	75% of \$47	\$35.25	\$35.25
Arrive PDS	9/16						
<b>Total Per Diem Allowance</b>				<b>\$440</b>		<b>\$258.50</b>	<b>\$698.50</b>