

Per Diem for a Civilian Employee or Dependent While at Safe Haven due to an Evacuation from a PDS not to exceed the CONUS or Non-Foreign Location OCONUS (JTR, par. 060410.B2)

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

The following apply to safe haven evacuation allowance computations:

- For the first 30 days, each dependent age 12 or older is authorized a safe haven evacuation allowance limited to the full locality per diem rate. For the first 30 days, each dependent under age 12 is authorized a safe haven evacuation allowance limited to 50 percent of the locality per diem rate.
- A lodging receipt is required for reimbursement of lodging expenses. No itemization or receipts are required for M&IE.
- Beginning on the 31st day, the safe haven evacuation allowance is up to 60 percent for a dependent age 12 or older and up to 30 percent for a dependent under age 12 of the applicable locality per diem rate, unless otherwise authorized in Chapter 6.

Scenario: A civilian employee, the employee’s spouse, one child age 12, and one child under age 12 were evacuated from a duty station in the CONUS to a safe haven in the CONUS. The daily actual lodging cost incurred at the safe haven by the civilian employee and three dependents, who shared one room, was \$95 plus \$7.60 a day for lodging tax (8 percent). The lodging tax is a miscellaneous reimbursable expense because the safe haven is in the CONUS. The maximum per diem applicable at that location was \$146 (\$85/\$61).

First 30 Days at the Safe Haven			
Step 1: Determine the maximum daily amount for the first 30 days for the Civilian employee and the three dependents.			
	Maximum Lodging	M&IE	Total
Civilian employee (100%)	\$85.00	\$61.00	\$146.00
Civilian employee's spouse (100%)	\$85.00	\$61.00	\$146.00
Child, age 12 (100%)	\$85.00	\$61.00	\$146.00
Child, under age 12 (50%)	50% of \$85.00=\$42.50	50% of \$61.00=\$30.50	\$73.00
Maximum total daily amount for 1st 30 days	\$297.50	\$213.50	\$511.00
Step 2: Determine the actual total daily amount reimbursed for the first 30 days, not to exceed the maximum amounts shown in Step 1.			
	Lesser of Actual Lodging vs. Maximum Amount	M&IE	Total
	\$95.00 vs. \$297.50 \$95.00	\$213.50	\$308.50
Total Daily Amount for the Three Dependents for the First 30 Days			\$308.50
Step 3: Add the daily lodging tax (\$7.60) as a miscellaneous reimbursable expense.			
			Total
			\$7.60+\$308.50
			\$316.10
Step 4: Multiply the daily amount by 30 days.			
			30×\$316.10
Total Amount for the First 30 days:			\$9,483.00

(continued)

Per Diem, Travel, and Transportation Allowance Committee (PDTATAC)

Second 30 Days at the Safe Haven (Days 61 through 180 Reimbursed the Same)			
Step 1: Determine the maximum daily amount starting on the 31st day to the 60th day for the civilian employee and three dependents.			
	Maximum Lodging	M&IE	Total
Civilian employee (60%)	60% of \$85.00=\$51.00	60% of \$61.00=\$36.60	\$87.60
Civilian employee's spouse (60%)	60% of \$85.00=\$51.00	60% of \$61.00=\$36.60	\$87.60
Child, age 12 or older (60%)	60% of \$85.00=\$51.00	60% of \$61.00=\$36.60	\$87.60
Child, under age 12 (30%)	30% of \$85.00=\$25.50	30% of \$61.00=\$18.30	\$43.80
Maximum total daily amount for 31st through 180th days	\$178.50	\$128.10	\$306.60
Step 2: Determine the actual total daily amount, not to exceed the maximum amounts shown in Step 1.			
	Lesser of Actual Lodging vs. Maximum Amount	M&IE	Total
	\$95.00 vs. \$178.50 \$95.00	\$128.10	\$223.10
Total Daily Amount for Days 31 through 60			\$223.10
Step 3: Add the daily lodging tax (\$7.60) as a miscellaneous reimbursable expense.			
		\$7.60+\$223.10	\$230.70
Step 4: Multiply the daily amount by 30 days.			
		30×\$230.70	\$6,921.00
Total Amount for Days 31 through 60:			\$6,921.00
TOTAL REIMBURSED (\$9,483.00+\$6,921.00)			\$16,404.00