

## § 302-4.403

### **§ 302-4.403 Does this exception require authorization by my approving official?**

Yes, authorization by your approving official is required for any exception to the daily minimum driving distance.

## **Subpart F—Use of More Than One POV**

### **302-4.500 If I am authorized to use more than one POV, what are the allowances?**

When you are authorized to use more than one POV, the allowances under §§ 302-4.300 and 302-4.302 apply for each POV.

### **§ 302-4.501 If I use an additional POV that was not authorized for PCS travel, will I be reimbursed for the additional POV?**

No, your agency must authorize you reimbursement of the use of more than one POV before you are entitled to reimbursement.

## **Subpart G—Advance of Funds**

### **§ 302-4.600 May I request an advance of funds for per diem and mileage allowances for PCS travel?**

You may request advance of funds for per diem and mileage allowances for PCS travel, except for overseas tour renewal agreement travel.

## **Subpart H—Agency Responsibilities**

NOTE TO SUBPART H: Use of pronouns “we”, “you”, and their variants throughout this subpart refers to the agency, unless otherwise noted.

### **§ 302-4.700 What governing policies must we establish for payment of allowances for subsistence and transportation expenses?**

For payment of allowances for subsistence and transportation expenses, you must establish policy and procedures governing:

- (a) How you will implement the regulations throughout this part;
- (b) A reasonable minimum driving distance per day that may be more than, but not less than an average of 300 miles per calendar day when use of

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a POV is used for PCS travel and when you will authorize an exception;

(c) Designation of an agency approving official who will authorize an exception to the daily minimum driving distance; and

(d) When you will authorize the use of more than one POV for PCS travel.

### **§ 302-4.701 What PCS travel expenses must we pay?**

Except as specifically provided in this chapter, PCS travel expenses you must pay are:

- (a) Per diem;
- (b) Transportation costs; and
- (c) Other travel expenses in accordance with 5 U.S.C. 5701-5709 and chapter 301 of this title.

### **§ 302-4.702 What PCS travel expenses must we pay for the employee's immediate family members?**

Except as specifically provided in this chapter, the reimbursement limits in chapter 301 of this title govern payment of travel expenses you must pay for the employee's immediate family members.

### **§ 302-4.703 How do we compute the per diem for an established minimum driving distance per day?**

Per diem for an established minimum driving distance per day is computed based on the lodgings-plus per diem system as described in §§ 301-11.100 through 301-11.103 of this title.

### **§ 302-4.704 Must we require a minimum driving distance per day?**

Yes, you must establish a minimum driving distance not less than an average of 300 miles per day. However, an exception to the daily minimum driving distance may be made when the delay is:

- (a) Beyond control of the employee, e.g., results from acts of God or restrictions by Government officials;
- (b) Due to a physical handicap; or
- (c) For other reasons acceptable to you.

### **§ 302-4.705 What are the allowances if the employee uses more POVs than authorized?**

If the employee uses more POVs than authorized, reimbursement will be