



DEPARTMENT OF THE NAVY
OFFICE OF THE ASSISTANT SECRETARY
(MANPOWER AND RESERVE AFFAIRS)
1000 NAVY PENTAGON
WASHINGTON, D.C. 20350-1000

July 11, 2022

MEMORANDUM FOR DEPUTY CHIEF OF NAVAL OPERATIONS (N1)
DEPUTY COMMANDANT OF THE MARINE CORPS
(MANPOWER AND RESERVE AFFAIRS)

SUBJECT: AUTHORIZED LIMITS ON ACTIVE COMPONENT LONG-TERM
TEMPORARY DUTY CONTINGENCY OPERATION ORDERS AND PER DIEM

References: (a) The Joint Travel Regulations
(b) SECNAV memo of 01 Aug 2018
(c) Title 10, United States Code

1. The below policy is effective immediately.
2. In accordance with paragraph 010206 of reference (a) and the authority stipulated in reference (b), Active Component Service members are authorized to execute Long-Term (181 or more consecutive days) Temporary Duty (LTTDY) contingency operation orders up to 365 days at one location. All additional Service guidance remains applicable.
3. A General Officer (GO), Flag Officer (FO), or Senior Executive Service (SES) official may grant an extension of LTTDY contingency operation orders beyond 365 days, not to exceed 90 additional days. All additional Service guidance remains applicable. This authority will only be used when necessary due to mission requirements and unforeseen circumstances and shall not be delegated.
4. In cases requiring LTTDY contingency operation orders beyond the lengths articulated in paragraphs 2 and 3 above, a written request and justification for the specific mission, location, and situation shall be sent to Deputy Assistant Secretary of the Navy (Military Manpower and Personnel) (DASN (MM&P)) via the appropriate Service Headquarters. Requests must address the following:
 - a. Service member's awareness of the request;
 - b. Availability of other qualified Service members;
 - c. Whether the Service member incurred involuntary separation pay, per section 1174 of reference (c); and
 - d. Whether the Service member entered sanctuary, per section 1176 of reference (c).
5. To ensure compliance with reference (a), Services are required to submit a report via the appropriate Service Headquarters within 75 days of the beginning of each fiscal year certifying that the respective Executive Agent completed an audit of all LTTDY contingency operation orders that exceeded 365 days for the previous fiscal year. The report will include:

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a. Certification that all contingency operation orders were, or were not, in compliance with reference (a) and this memorandum. Any instance of non-compliance shall describe the extenuating circumstances and the mitigations in place to avoid reoccurrence.

b. A detailed list of Service members on LTDDY contingency operation orders who exceeded 365 consecutive days at one location. Include the following information:

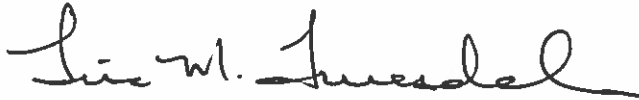
(1) Order number, Pay Grade, Designator/Rating/Military Occupational Specialty, Unclassified Location, and Total Length;

(2) Authorization level for extension beyond 365 days;

(3) Whether the Service member incurred involuntary separation pay, per section 1174 of reference (c); and

(4) Whether the Service member entered sanctuary, per section 1176 of reference (c).

c. A description of extenuating circumstances, if the extension of LTDDY contingency operation orders beyond 365 days prompted action per paragraphs 5.b.(3) through 5.b.(4) above.



Lisa M. Truesdale
Deputy Assistant Secretary of the Navy
(Military Manpower and Personnel)