

MILPERSMAN 1050-170

LEAVE IN CONJUNCTION WITH TEMPORARY ADDITIONAL DUTY

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Governing Directive	DOD Directive 1327.5 of 24 Sept 85
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1. **Policy.** Leave shall be granted with temporary additional duty (TAD) whenever requested and operationally feasible.

a. This is a particularly useful way to increase the use of leave in mobile units.

b. The amount of leave to be granted with TAD, however, shall not exceed 30 days, unless the leave is emergency leave.

2. **Avoiding Negatives of Concurrent Leave and TAD**

a. Government agencies have been criticized in the past for permitting officer and enlisted personnel to take leave with TAD, where it could be construed that the TAD was arranged both as to time and place in order to provide transportation for leave at government expense.

b. In planning TAD, both the fact and the appearance of TAD arranged to serve the leave desires of the individual shall be scrupulously avoided.

3. **Is TAD Essential?** Great care must be taken to ensure that when leave is granted with TAD

a. it is clear the TAD is essential, and

b. no additional cost to the government is involved.

4. **Travel by Privately Owned Conveyance**. Travel by privately owned conveyance (POC) should not be authorized except "For Convenience of the Member" in TAD orders, which authorizes leave except when POC will be less costly than anticipated

- a. per diem,
 - b. taxi fares, and
 - c. gratuities.
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5. **Payment of Per Diem**

a. Payment of per diem incident to reporting for TAD earlier than the date specified in the orders is not authorized.

b. To prevent penalty to the service member it is, therefore, incumbent upon the officer authorizing the TAD and leave

(1) to ascertain the member's leave desires, and

(2) to ensure that the orders are written to suit the travel time and desired leave involved.

6. **Issuing Leave Form**. NAVCOMPT 3065, Leave Request/ Authorization, with Leave Control Number (LCN), shall be issued for personnel who are approved for leave with TAD. Approved leave period and LCN shall be annotated on the TAD orders.
