



Department of Defense  
**DIRECTIVE**

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**B**

May 12, 1989  
NUMBER 4515.14

DA&M

SUBJECT: Washington Local Commuting Area

- References:
- (a) DoD Instruction 4515.14, subject as above, January 4, 1984 (hereby canceled)
  - (b) "Joint Travel Regulations (JTR)," Volumes 1 and 2, published by the Per Diem Travel and Transportation Committee (PDTATAC)
  - (c) Comptroller General Decision B-196049, April 21, 1980, published as "Decisions of the Comptroller General of the United States" in Volume 59, page 397

A. REISSUANCE AND PURPOSE

This Directive reissues reference (a) and, under reference (b), defines the Washington commuting area in which transportation expenses may be authorized or approved for civilian and military personnel conducting official business within the limits of the duty station (permanent or temporary) for the Washington, District of Columbia, and surrounding area.

B. APPLICABILITY

This Directive applies to the Office of the Secretary of Defense (OSD), the Joint Chiefs of Staff (JCS), the Military Departments, and the Defense Agencies (hereafter referred to collectively as "DoD Components") located in the Washington local commuting area.

C. DEFINITION

Washington Local Commuting Area. Includes the District of Columbia; Montgomery, Prince George's, Anne Arundel, Baltimore, Charles, Calvert, Howard, Harford, Frederick, St. Mary's, Carroll, and Washington Counties in Maryland; Arlington, Fairfax, Loudoun, Fauquier, Prince William, Culpeper, Madison, Orange, Greene, Albermarle, Stafford, Spotsylvania, King George, and Clarke Counties in Virginia; Adams County in Pennsylvania; the City of Baltimore in Maryland; the Cities of Alexandria, Fairfax, Falls Church, Fredericksburg, and Richmond in Virginia; and all cities now or hereafter existing in Maryland or Virginia within the geographic area bounded by the outer boundaries of the combined areas of the aforesaid counties. This local area shall not be construed to mean the same as a permanent duty station, which is defined in Volume 1, Appendix J, and in Volume 2, Appendix D of reference (b).

D. POLICY

It is DoD policy that the local Commander defines the local commuting area within which the commuting public travels during normal business hours. Travel within that defined area need not be authorized by issuance of travel orders. An arbitrary mileage radius shall not be established in defining the local commuting area under reference (c).

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E. RESPONSIBILITIES

The Heads of DoD Components shall use the JTR, Volumes 1 and 2 (reference (b)) and the definition in section C., above, to determine whether employees may be reimbursed for local travel when conducting official business from their permanent or temporary duty station.

F. EFFECTIVE DATE AND IMPLEMENTATION

This Directive is effective immediately. Forward one copy of implementing documents to the Director of Administration and Management, Office of the Secretary of Defense, within 120 days.

*Donald J. Atwood*

Donald J. Atwood  
Deputy Secretary of Defense

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