



# CIVILIAN PERSONNEL FACT SHEET

## RENEWAL AGREEMENT TRAVEL (RAT)

*Current as of: 19 Mar 07*

RAT is round trip travel between overseas duty location and place of residence in US and return.  
*(Do not confuse with home leave)*

### REGULATION:

Joint Travel Regulation (JTR), Volume 2, Chapter 5, Part K:  
<http://dodtravelregs.hqda.pentagon.mil/propub>.

### CONDITIONS:

Must be employed with a Service Agreement (DD1617) to be eligible  
Must complete tour of duty and sign a renewal agreement before travel  
Initial tours are 24 or 36 months depending on location  
Renewal tours are 24 months (can be reduced up to 2 months with approved extension)  
Must have an approved extension on file with 435 MSS/DPCS before RAT can be granted  
Must have 12 months remaining to end of tour upon return from RAT

### PROCEDURE AND EMPLOYEE RESPONSIBILITIES:

Request RAT on "Request for Travel Order" at least 45 days in advance of travel  
(e-mail: [435mss/dpcroorders@ramstein.af.mil](mailto:435mss/dpcroorders@ramstein.af.mil))  
Have orders in hand prior to travel  
Advise DPCR upon RAT return of travel dates  
File travel voucher to collect funds (no advance authorized for RAT)

### ADDITIONAL INFORMATION:

*(Call 435 MSS/DPCR at DSN 480-4212 for details and restriction on these items)*  
Dependents are not required to travel with employee. ***Dependents may travel prior to sponsor but cannot return overseas until sponsor exercises RAT travel***  
Dependents may delay travel up to 6 months from the date sponsor begins RAT travel  
Replacement POV may be authorized  
Shipment of nontemporary storage of household goods may be authorized  
RAT may be authorized in conjunction with a PCS move, overseas to overseas, but not to CONUS  
Must complete before Entrance On Duty (EOD) at new duty station  
Alternate destination to other than actual residence may be authorized as long as the cost to the government is not more than to the actual residence (employee would be obligated for any difference)