

Examples of Per Diem Computations

Leave and Nonworkday Examples:

Example 1:

Employee is on extended temporary duty assignment in Washington, DC (extended TDY per diem rate for Washington, DC = \$102). Employee takes leave for 6 hours on Friday. Employee does not take leave on Monday. What is the employee paid?

Friday	\$0	Employee took leave for more than ½ of the workday, consequently, no per diem entitlement.
Saturday	\$102	Employee is paid for a nonworkday.
Sunday	\$102	Employee is paid for a nonworkday.
Monday	\$102	Normal workday.

Example 2:

Employee is on extended temporary duty assignment in Washington, DC (extended TDY per diem rate for Washington, DC = \$102). Employee takes leave for 6 hours at the end of the day on Friday and 6 hours at the beginning of the day on Monday. What is the employee paid?

Friday	\$0	Employee took leave for more than ½ of the workday, consequently, no per diem entitlement.
Saturday	\$0	Employee is not paid for nonworkday because the employee took leave on the day preceding the nonworkdays and the day following the nonworkdays.
Sunday	\$0	Employee is not paid for nonworkday because the employee took leave on the day preceding the nonworkdays and the day following the nonworkdays.
Monday	\$0	Employee took leave for more than ½ of the workday, consequently, no per diem entitlement.

Example 3:

Employee is on extended temporary duty assignment in Washington, DC (extended TDY per diem rate for Washington, DC = \$102). Employee takes leave for 6 hours on Friday and for 3 hours on Monday. What is the employee paid?

Friday	\$0	Employee took leave for more than ½ of the workday, consequently, no per diem entitlement.
Saturday	\$102	Employee is paid for a nonworkday.
Sunday	\$102	Employee is paid for a nonworkday.
Monday	\$102	Employee took leave for less than ½ of the workday, so we will pay per diem.

Example 4:

Employee is on extended temporary duty assignment in Washington, DC (extended TDY per diem rate for Washington, DC = \$102). Thursday is a holiday (nonworkday) Employee takes leave on Friday. Employee takes no leave for Monday. What is the employee paid?

Thursday	\$102	Employee is paid for nonworkday.
Friday	\$0	Employee took leave for more than ½ of the workday, consequently, no per diem entitlement.
Saturday	\$0	Employee is not paid for the nonworkday since employee took leave for all the workdays since the preceding nonworkday.
Sunday	\$0	Employee is not paid for the nonworkday since employee took leave for all the workdays since the preceding nonworkday.
Monday	\$102	Normal workday.

Examples of Return Trips Home:

Example 5:

Employee is on extended temporary duty assignment in Washington, DC (regular per diem rate for Washington DC = \$115 for lodging and \$46 for M&IE and the extended TDY per diem rate for Washington, DC = \$102). The employee is authorized a trip home. The employee leaves on Friday and returns on Sunday. The employee's transportation costs are \$500 round trip. What is the employee paid?

Subsistence Expense Reimbursement

Friday	\$34.50	Employee leaves for his/her residence. We cannot pay lodging since the employee stays in his/her residence. We can pay M&IE as on the last day of travel. Consequently the employee is paid $\frac{3}{4}$ of \$46.
Saturday	\$0	Employee cannot be paid while he/she is at their residence.
Sunday	\$102	Employee is paid full per diem since it is a day which the employee returns to the temporary duty site.

Transportation Expense Reimbursement

FAA will pay the full \$500 since the employee is authorized a trip home.

Example 6:

Employee is on extended temporary duty assignment in Washington, DC (regular per diem rate for Washington DC = \$115 for lodging and \$46 for M&IE and the extended TDY per diem rate for Washington, DC = \$102). The employee voluntarily returns home. The employee leaves on Friday and returns on Sunday. The employee's transportation costs are \$500 round trip. What is the employee paid?

Subsistence Expense Reimbursement

Friday	\$34.50	Employee leaves for his/her residence. We cannot pay lodging since the employee stays in his/her residence. We can pay M&IE as on the last day of travel. Consequently the employee is paid $\frac{3}{4}$ of \$46.
Saturday	\$0	Employee cannot be paid while he/she is at their residence.
Sunday	\$102	Employee is paid full per diem since it is a day which the employee returns to the temporary duty site.

Transportation Expense Reimbursement

FAA will pay \$169.50 of the transportation costs because FAA would have paid \$306 in subsistence expenses if the employee had stayed at the temporary duty site, but only had to pay \$136.50 in subsistence expenses since the employee returned home.

Example 7:

Employee is on extended temporary duty assignment in Washington, DC (regular per diem rate for Washington DC = \$115 for lodging and \$46 for M&IE and the extended TDY per diem rate for Washington, DC = \$102). The employee voluntarily returns home. The employee leaves on Friday and returns on Sunday. The employee's transportation costs are \$100 round trip. What is the employee paid?

Subsistence Expense Reimbursement

Friday	\$34.50	Employee leaves for his/her residence. We cannot pay lodging since the employee stays in his/her residence. We can pay M&IE as on the last day of travel. Consequently the employee is paid $\frac{3}{4}$ of \$46.
Saturday	\$0	Employee cannot be paid while he/she is at their residence.
Sunday	\$102	Employee is paid full per diem since it is a day which the employee returns to the temporary duty site.

Transportation Expense Reimbursement

FAA will pay \$100 of the transportation costs because the employee's actual costs are \$100. FAA may pay the employee's actual transportation costs up to \$169.50 since FAA would have paid \$306 in subsistence expenses if the employee had stayed at the temporary duty site, but only had to pay \$136.50 in subsistence expenses since the employee returned home.

Dual Lodging Examples:

Example 8:

Employee is on extended temporary duty assignment in Washington, DC (extended TDY per diem rate for Washington, DC = \$102). The employee's actual lodging costs are \$80 per day. On Monday, the employee is sent to Las Vegas, NV (per diem rate for Las Vegas, NV = \$55 for lodging and \$38 for M&IE). The employee returns on Friday. What is the employee paid for subsistence expenses?

Sunday	\$102	Employee is paid for nonworkday.
Monday	\$173	Employee is paid actual lodging in Las Vegas, not to exceed \$55 per day, plus the full Las Vegas M&IE rate of \$38 per day (since the employee is traveling from one TDY site to another), plus the employee's actual lodging cost of \$80 for Washington. (The employee receives no M&IE for Washington)
Tuesday	\$173	Employee is paid actual lodging in Las Vegas, not to exceed \$55 per day, plus the full Las Vegas M&IE rate of \$38 per day, plus the employee's actual lodging cost of \$80 for Washington.
Wednesday	\$173	Employee is paid actual lodging in Las Vegas, not to exceed \$55 per day, plus the full Las Vegas M&IE rate of \$38 per day, plus the employee's actual lodging cost of \$80 for Washington.
Thursday	\$173	Employee is paid actual lodging in Las Vegas, not to exceed \$55 per day, plus the full Las Vegas M&IE rate of \$38 per day, plus the employee's actual lodging cost of \$80 for Washington.
Friday	\$102	Employee returns to Washington for lodging, and has no lodging costs in Las Vegas, so employee is paid using the Washington extended TDY per diem rate.
Saturday	\$102	Employee is paid per diem for nonworkday.

Example 9:

Employee is on extended temporary duty assignment in Washington, DC (extended TDY per diem rate for Washington, DC = \$102). The employee's actual lodging costs are \$120 per day. On Monday, the employee is sent to Las Vegas, NV (per diem rate for Las Vegas, NV = \$55 for lodging and \$38 for M&IE). The employee returns on Friday. What is the employee paid for subsistence expenses?

Sunday	\$102	Employee is paid for nonworkday.
Monday	\$195	Employee is paid actual lodging in Las Vegas, not to exceed \$55 per day, plus the full Las Vegas M&IE rate of \$38 per day (since the employee is traveling from one TDY site to another), plus the employee's actual lodging cost up to \$102 for Washington. (The employee receives no M&IE for Washington.)
Tuesday	\$195	Employee is paid actual lodging in Las Vegas, not to exceed \$55 per day, plus the full Las Vegas M&IE rate of \$38 per day, plus the employee's actual lodging cost up to \$102 for Washington.
Wednesday	\$195	Employee is paid actual lodging in Las Vegas, not to exceed \$55 per day, plus the full Las Vegas M&IE rate of \$38 per day, plus the employee's actual lodging cost up to \$102 for Washington.
Thursday	\$195	Employee is paid actual lodging in Las Vegas, not to exceed \$55 per day, plus the full Las Vegas M&IE rate of \$38 per day, plus the employee's actual lodging cost up to \$102 for Washington.
Friday	\$102	Employee returns to Washington for lodging, and has no lodging costs in Las Vegas, so employee is paid using the Washington extended TDY per diem rate.
Saturday	\$102	Employee is paid per diem for nonworkday.