EADR Top Return Reason Examples

Missing Travelers signature in DD 1351-2 Block 20 – DD1351-2 must be signed and dated by the claimant.

15. ITINERARY 2022.2022 b. PLACE (Home, Office, Base, Activity, City, and State; City and Country, etc.)				c. MEANS / MODE OF TRAVEL	6 REASON FOR STOP	e. LODGIN COST	G f. POC MILES	-			DFAS from Travel Vouc	
2022-2022	DEP	Fort Bragg , NC , 28310 , USA	y and Country, etc.)			-	_				~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~	
08/27/22	ARR	Krakow , POLAND	ТР	AT	0	_				4		
08/27/22	DEP	Krakow, POLAND		AI	0		-					
08/27/22	ARR	ISB Meilec . POLAND	GA	TD	0	0						
11/02/22	DEP	ISB Mellec , POLAND	ТР	TD	0	0	-			5		
11/02/22	ARR	Fort Bragg, NC, 28310, USA		TP I	MC	0	_				4	
THORE	DEP	Fort bragg, NC, 20310, Oak			MC	0	-	-			×	
	ARR					-	_					
	DEP							-			2	
	ARR					-	_	<u> </u>				
	DEP					-		e. SUM	MARY OF PAYMENT		Received by	
	ARR							(1) Per		1	ę	
	DEP					1	1		a Expense Allowance		ď	
	ARR					-	_		(3) Mileago			
16, POC TE	RAVEL OF	onel OWNOPERATE	X PASSENGER		17, DURA	TION OF TDY TR	IAVEL		endent Travel	-		
10. REMDI	10. REIMBURSABLE EXPENSES					12 HOURS OR LESS (5)			DLA			
a. DA	TE	5. NATURE OF EXPENSE	c. AMOUNT	d. ALLOWED					nbursab l e expenses			
						MORE THAN 12 HOURS BUT 24 (7)			Total			
						HOURS OR LE	58	(8) Less	8) Less Advance			
					x	MORE THAN 2	HOURS	(9) Amo	unt Owed			
								(10) Am	ount Due			
					19. GOVE	RNMENT/DEDU	TIBLE MEALS					
					a	DATE	b. NO, OF MEA	ALS a. DATE		b,	NO. OF MEALS	
20.e. CLAP	MANT SIG	NATURE								b. DATE		
c. Reviewe	c. Reviewers Printed Name d. SIGNATURE								e. TELEPHONE NUMBER		f. DATE	
21.8. APPROVING OFFICIAL'S PRINTED NAME b. SIGNATURE									6, TELEPHONE NUMBER		d. DATE	
22, ACCOU	22, ACCOUNTING CLASSIFICATION											

- Travel outside of authorized dates
 - Travel began before issue date of order and no VOCO statement included in orders travel began on 7/21/22 which is the proceed date in the orders but orders were not issued until 12/7/22 requiring that the order contain a VOCO statement citing date traveler was verbally ordered to begin travel. An amended travel order citing the VOCO date is required to allow for reimbursement.

ARY		c. MEANS /	d. REASON	e. LODGING	f. POC MILES	
b.	PLACE (Home, Office, Base, Activity, City, and State; City and Country, etc.)	TRAVEL	PORSIDE	COST		
DEP	BAUMHOLDER, GERMANY	GB				
ARR	JASIONKA, POLAND		TD	0		
DEP						
ARR	-TDY-INPLACE-				0	
DEP						
ARR						
DEP						
	b. DEP ARR DEP ARR DEP ARR	b. PLACE (Home, Office, Base, Activity, City, and State; City and Country, etc.) DEP BAUMHOLDER, GERMANY ARR ARR TDY-INPLACE- DEP ARR	b. PLACE (Home, Office, Base, Activity, City, and State; City and Country, etc.) MODE OF TRAVEL DEP BAUMHOLDER, GERMANY GB ARR JASIONKA, POLAND DEP TOY-INPLACE- DEP ARR ADD INPLACE- DEP COUNTRY COUN	b. PLACE (Home, Office, Base, Activity, City, and State; City and Country, etc.) MODE OF TRAVEL FOR STOP TRAVEL FOR STOP TRAVEL COUNTRY TRAVEL FOR STOP TRAVEL FOR STOP	b. PLACE (Home, Office, Base, Activity, City, and State; City and Country, etc.) MODE OF TRAVEL FOR STOP COST DEP BAUMHOLDER, GERMANY GB ARR JASIONKA, POLAND TD 0 DEP TD 1 0 ARR -TDY-INPLACE- Index Index Index ARR -TDY-INPLACE- Index Index Index	b. FLACE (Home, Office, Base, Activity, City, and State; City and Country, etc.) MODE OF TRAVEL FOR STOP COST MILES DEP BAUMHOLDER, GERMANY GB Image: Cost MILES ARR ASIONKA, POLAND GB TD 0 DEP TDY-INPLACE- Image: Cost MILES DEP TDY-INPLACE- Image: Cost MILES ARR TDY-INPLACE- Image: Cost MILES ARR Image: Cost Image: Cost MILES

DEPARTMENT OF THE ARMY

UNITED STATES ARMY GARRISON, RHEINLAND-PFALZ UNIT 23175 APO AE 09227

ORDERS: KA-341-0002

07 December 2022

Will proceed on or about: 21 July 2022

 Travel began more than 7 days before/after proceed date authorized in orders – began travel on 3/17 orders state proceed date of 3/24. Earliest travel may begin is 3/18. Amended order required to correct the authorized proceed date unless traveler entered incorrect departure date and would therefore need to submit corrected DD 1351-2 adjusting departure date to 3/18.

a. DATE	b. PLACE (Home, Office, Base, Activity, City and State; City and Country, etc.)	MEANS/ MODE OF TRAVEL	FOR STOP	E. LODGING COST	Р MI
17MQC DEP	FONT Carson	69			
MARARR	DPTA Poland	PA	TV		
OBCIVE DEP	OTA, GERMANY	PA	10		-
OL DEC DEP	NSTA, Bulgarrow	6.0	υT		-
DEP	Fort Carson		MC		
ARR					

Number of days: Not to exceed 270 days. Will proceed on or about: 24 March 2022 Security Clearance: SECRET. NATIONAL AGCY CH

 DD 1351-2 incomplete (more than 4 blocks) – generally missing required dates or mode of travel/reason for stop codes – 1st example is missing all departure dates. 2nd example is missing all of the traveler's personal information in boxes 2-6.

15. THRE	RART		c.	d.	е.	I
a. DATE 2223		b. PLACE (Home, Office, Base, Activity, City and State; City and Country, etc.)	MEANS/ MODE OF TRAVEL	REASON FOR STOP	LODGING COST	N
318	DEP	FT CARSON	GP			
318	ARR	ALEXANDROUPOLI, GREECE		TD		
	DEP		GP			
411	ARR	TRZEBIEN, POLAND		TD		
	DEP		GB			
526	ARR	PABRADE, LITHUANIA		TD		
	DEP		GP			
811	ARR	FT CARSON		MC		
	DEP		GP			
	ARR					
	DEP					
	ARR					
	DEP	1				

2. NAME	2. NAME (Last, First, Middle Initial) (Print or type) 3. GRADE									N			F	
6. ADDRESS. a. NUMBER AND STREET b. CITY									c.ST/	ATE	d. ZIP COD	E	ŧ	
e. E-MAIL	ADDF	RESS									-		t	
7. DAYTIME TELEPHONE NUMBER & AREA CODE RY-104-1429							9. PREVIOUS GOVERNMENT PAYMENTS/ ADVANCES 0.00							
11. ORG/	ANZAI	TON AND STATION 1BEB, 14	ABCT, 1	ID			1			0			ľ	
12. DEPE	NDEN	T(S) (X and complete as ap	oplicable)						DENTS RS (Inclu		RESS ON RECE	E PT OF	T	
ACCOMPANIED X UNACCOMPANIED						1 -)		L		
a. NA	ME (L	ast, First, Middle Initial)	b. RELAT	IONSHIP	c. DATE OF OR MAR	EBIRTH RIAGE					l			
							1						L	
								one)	IOUSEH		GOODS BEEN	SHIPPED?	L	
								YES		×	NO (Explain in R	lemarks)	L	
a. DATE	RARY						MEA	NS/	d. REASC		e. LODGING	f. POC	L	
2022		b. PLACE (Home, Of City	fice, Base, A and Country	ctivity, Cit , etc.)	y and State;		MOD TRA		FOR		COST	MILES	L	
02FEB	DEP	POLAND											L	
02FEB	ARR	DOZNAN DOL											L	
28MA	DEP	POZNAN, POLA	AND				G	Р					L	
28MA	ARR	TOPEKA, KS							AT				L	
28MA	DEP	TOTERA, KS					G	В					L	
	ARR	FORT RILEY							AT				L	
	DEP	FORT KILLET					M	C					L	
	ARR												Γ	
	DEP												Γ	
	ARR												Г	

• **Traveler signed but did not date DD 1351-2 block 20-** All signatures dates must be on or after last date of accrual claimed or MC date. Claimant must sign before reviewer who must sign before AO (if AO approval is required)

a. DATE b. PLACE (Home, Office, Base, Activity, City and State; N				C. MEANS/ MODE OF TRAVEL	REASO FOR STO	2	e. LODGING COST	POC MILES							
17 Apr	DEP	FORT CARSON, CO				GP									
17 Apr	ARR	DDTA I					TD)							
9Jul	DEP	DPIA, I	DPTA, POLAND					22		1927 A.					
9Jul	ARR	FOS TP	FOS TRZEBIEN, POLAND			문화물	TD)							
23Nov	DEP	FOS IRZEBIEN, FOLAND				GP	8994	연양							
23Nov	ARR	FORT CARSON, CO					MC	2							
	DEP	FORT CARSON, CO													
	ARR				6										
	DEP														
	ARR					상태 문화									
	DEP						2.25	16			e. SUMM	ARY OF PAYMENT			
	ARR								(1) Per Diem			iem			
	DEP					1000 1000 1000 1000 1000 1000 1000 100				Expense Allowance					
	ARR										(3) Mileas	ge			
16. POC 1	TRAVE	L (X one)	OWWOPERATE	X PAS	SENGER	۲	1	7. DL	JRATION OF TRA	VEL	1.7 1	ndent Travel			
18. REIM	BURS/	BLE EXPEN	SES				12 HOURS OR LESS			(5) DLA					
a, DA1	Έ	Þ	NATURE OF EXPENSE	c. AMOU	INT	d. ALLOW	ÆD		121100100011	200	(6) Reimt				
									MORE THAN 12	HOURS	(7) Total				
									BUT 24 HOURS	OR LESS	(8) Less /	Advance			
								×	MORE THAN 24	HOURS	(9) Amou	nt Owed			
								^	MORE THOM 24	HOUKS	(10) Amou	unt Due			
L							1	9. G	OVERNMENT/DE						
								a. DATE	b. NO. O	OF MEALS a. DATE		b. NO. OF MEALS			
	\sim	SIGNATURE	1 Chel									b. DATE			
										1.0175					

Received by DFAS Rome 12/08/.

TDY Location Not Authorized- All locations claimed with a reason for stop code of TD must be • authorized in the Travel order or an amendment. Example is claiming TDY in Illesheim, Germany which is not an authorized location. Orders authorize TDY at Mihail Kogalniceanu, Romania and any locations in the countries of Estonia, Latvia, Lithuania, Poland, Slovakia, Hungary, Romania, and Bulgaria. An amendment is needed authorizing Germany as a TDY location to allow for reimbursement.

L		I			ت		_
15. ITINE	RARY		с.	d.	e.		
a. DATE		b. PLACE (Home, Office, Base, Activity, City and State;	MEANS/ MODE OF	REASON FOR	LODGING		
2022		City and Country, etc.)	TRAVEL	STOP	COST	۱.	
)8MAF	DEP	Fort Hood, Texas	GP				
)8MAF	ARR	Illesheim, Germany			TD		
09SEP	DEP	,		GP			
10SEP	ARR	Fort Hood, Texas			TD		
	DEP	,					
	ARR						
	DEP						

Assigned to: 0227 AV BN 03 HHC ASSAULT BAT (WG31T0) Purpose: Deployment will be in support of USAREUR-AF OPERATION EUROPEAN ASSURE DETER AND REINFORCE MIHAIL KOGALNICEANU, ROMANIA Number of days: Not to exceed 193 days. Will proceed on or about: 08 March 2022

i. Soldier is authorized duty in Estonia, Latvia, Lithuania, Poland, Slovakia, Hungary, Romania, Bulgaria. \rightarrow

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