

Kadena Air Base

Civilian Personnel Fact Sheet

RENEWAL AGREEMENT TRAVEL (RAT)

DESCRIPTION: During your tour of duty in a foreign area, you may be eligible to use Renewal Agreement Travel (RAT) in between two overseas tours of duty. With RAT, you and your family members will be provided Government funded round trip transportation up to your place of actual residence in the United States for the purpose of taking leave in between two consecutive periods of overseas employment.

ELIGIBILITY: To be eligible for RAT you must be employed with a transportation agreement, complete the prescribed tour of duty, sign a renewed transportation agreement prior to being issued official travel orders to use RAT, have an approved extension to your tour of duty on file with DPCS, and **you must have at least 12 months remaining to the end of your tour** upon return from RAT. Here on Okinawa, the period of service under a renewal agreement is 24 months. RAT is normally taken in between two consecutive foreign tours of duty and is not cumulative.

RAT may be denied if you are being processed for separation; if you are involved in a Reduction in Force (RIF); if you are being reassigned back to the United States; or if a removal action is pending against you.

PROCEDURE: RAT is requested on PACAF Form 90 at least 30 days in advance of travel. The shipment of household goods as non-temporary storage (NTS) may be authorized. RAT may be authorized in conjunction with a permanent change of station (PCS) move from an overseas location to another overseas location, and the RAT must be completed before the entry on date (EOD) at the new overseas duty station. Using RAT to travel to an alternate destination other than the place of actual residence may be authorized as long as the cost to the Government is not more than to the place of actual residence, as the employee is obligated to pay for any additional costs.

WHO IS AUTHORIZED RAT? Authorized dependents may travel with the sponsor on RAT.

CAN DEPENDENTS TRAVEL WITHOUT THE SPONSOR? Dependents are not required to travel with the sponsor on RAT, as they may travel before the sponsor but cannot return to the overseas duty station until the sponsor has exercised RAT.

WHERE DO I SUBMIT THE PAPERWORK? You must submit the required documentation to the Civilian Personnel Office, Workforce Effectiveness Branch

REFERENCE: [JTR Chap 5, 0550](#)

For more information, please contact the Kadena Civilian Personnel Office, at 634-1726, 632-2227, or 634-2228