

## Use of Government Passenger Motor Vehicles

(\*\*\*These are illustrative "DO's & DON'Ts" examples - These are not exhaustive lists\*\*\*)

Key References: 31 U.S.C. 1344; 10 U.S.C. 2637; 41 CFR part 102-5; 41 CFR part 102-34, subpart D; DODD 4500.36; DOD 4500.36-R; JFTR ¶ U3200/JTR ¶ C2050; JTR ¶ C2102E; JFTR ¶ 3415G

### Key Concepts:

- Government passenger motor vehicles (GOVs) are for official use only. Whether a particular use is "official" is a matter of administrative discretion. All factors must be considered including whether the use is essential to the successful completion of a DOD function, activity, or operation, as well as consistent with the purpose for which the motor vehicle was acquired.
- When questions arise about the official use of a motor vehicle, the questions shall be resolved in favor of strict compliance with statutory and regulatory provisions.
- A guest of an employee authorized use of GOV may accompany the employee on a space-available, no-increased-cost basis. The vehicle size may be no larger than necessary.
- TDY: GOVs may be used between lodging and duty sites if public/commercial transportation is inadequate. Additionally, if public transportation is not available or impractical, GOVs may be used for subsistence, comfort, and health. This authority does not include entertainment or recreation.
- Rental vehicles are considered "special conveyances" under the JFTR. As such, the current rules allow use only for official purposes, to include those for subsistence, comfort, and health while TDY.
- Home-to-Work (HTW): Use of a GOV for HTW travel is prohibited unless specifically authorized. Within DON, SECNAV, CNO, and CMC are authorized HTW. Additionally, SECNAV<sup>1</sup> may authorize employees HTW when (1) essential due to highly unusual circumstances presenting a clear and present danger; (2) an emergency exists; (3) other compelling operational considerations make HTW essential to conduct business; (4) essential for safe/efficient performance of intelligence, protective services, or law enforcement; or (5) required to perform field work. Authorization must be in writing.
- Home-to-Airport: When in a TAD status, use of GOV from home to airport or airport to home may be authorized. The agency or installation head must make the determination, pursuant to DOD 4500.36-R, Chapters 2 and 4. Note: In the National Capital Region, authority is further restricted.
- Overseas: Outside the United States, unified combatant commanders may provide Government transportation, including HTW, for employees and their dependents when public/private transportation is unsafe or is unavailable.

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<sup>1</sup> This authority is not delegable and is limited to an initial period of 15 days, renewable for up to 90-day increments for as long as required by the circumstances.

ENCLOSURE (4)

### Permissible Uses

- Official business (e.g., making rounds of area work sites, attending a meeting, officially participating in a ceremony).
- Speaking or otherwise participating in an official capacity in an event.
- Traveling from place of duty to after-hours official functions. GOV must return to place of duty.
- Transporting the employee's guest with the employee, at no increased cost, to an official function.
- Transporting prospective recruits for interviews/processing/orientation.
- Going to the dry cleaners, barber, drugstore, or a local restaurant while TDY.
- When in doubt, consult counsel.

### Impermissible Uses

- Going to a private social function (e.g., unofficial birthday ball, hail and farewell, private dinner party).
- Attending a widely attended gathering (WAG), which one does in a personal capacity.
- Transporting employees not authorized HTW from home to an official function, or from the official function to home (impermissible even when the travel distance is less than from work to the official function).
- Doing personal errands/business (e.g., going to the bank or a drive-through).
- Going to the movies or bowling alley while on TDY