

## INTRA-THEATER TRANSFER/CONSECUTIVE OVERSEAS TOUR (ITT/COT)

1. References.
  - a. Joint Federal Travel Regulations, paragraph U5222F.
  - b. Department of Defense Instruction 1315.18
  - c. AR 600-8-10, Paragraph 4-17, Leaves and Passes
  - d. Chapter 4, AR 614-30, Overseas Service
  - e. USAREUR Regulation 614-2, Officer Use and Management
2. An intra-theater transfer/consecutive overseas tour ITT/COT involves a permanent change of station (PCS) within the theater, wherein the officer incurs an obligation to serve a consecutive overseas tour at the new duty station.
3. In accordance with Chapter 4, AR 614-30, an officer requesting an ITT/COT may request curtailment of some portion of the current tour and/or the consecutive tour. The combined tour lengths must equal at least the length of two unaccompanied (“all others”) tours for the area concerned (i.e., 48 months for USAREUR). Table B-1, reference d, specifies overseas tour lengths. An officer must serve at least 12 months at each duty station before PCS. As an example, if an officer requests an ITT/COT with a waiver of two years off the first tour, the officer would have to serve three years on the second tour to have a total of 48 months (four years). Conversely, if an officer serves a full three year tour and requests an ITT/COT to a new duty station (to obtain a KD job for example), the officer could have two years waived off the second tour and only serve one year at the new duty station. Waivers must be in the best interests of the Army as determined by USAREUR OPMD in coordination with the HRC assignment manager.
4. USAREUR OPMD has the authority to approve and disapprove ITT/COTs without waivers. Approvals must comply with the constraints outlined in Reference d and must be completed no later than six months before the officer’s date eligible to return from overseas (DEROS). Additionally, the officer must not be in receipt of assignment instructions at the time of approval. Full ITT/COT requests not meeting these approval criteria, which merit further consideration, must be forwarded to the officer’s career management branch for action. All ITT/COT requests with waivers must be approved by the Director of OPMD at HRC.
5. Officers submitting a request for ITT/COT to a different major subordinate command (MSC) must include a memorandum of acceptance issued by the G1, or equivalent officer, of the MSC to which the officer desires assignment. If a memorandum of

acceptance is not included in the request, the assignment officer will query the gaining G1 for acceptance, and may accept an e-mail as formal acceptance. If the ITT/COT would cause the theater and/or the gaining MSC to exceed the authorized strength for the officer's CS/CMOS, the ITT/COT will be disapproved, unless the over-strength condition will be of short duration (90 days or less). If the officer's DEROS is later than the end of the latest requisition cycle, there will be no impact on the theater strength, since he will not be counted as a projected loss for requisition purposes.

6. Officers who have an approved ITT/COT are eligible for government-funded travel for themselves and their command sponsored family members to the officer's home of record, or some other place of equal or less cost to the government. Officers and family members are normally required to take the government funded travel upon completion of their current tour (not prior), or it may be deferred for up to the completion of the new tour for personal reasons or military necessity. Leave taken in conjunction with this entitlement is charged to the officer's leave account. Normal travel time to and from the officer's home of record is not charged to the officer's leave account. Leave and travel time used in conjunction with this entitlement are not creditable to the overseas tour; consequently, the officer's DEROS must be adjusted to include these periods.