



**DEPARTMENT OF THE ARMY**  
**HEADQUARTERS, UNITED STATES ARMY CADET COMMAND AND FORT KNOX**  
**1ST CAVALRY REGIMENT ROAD**  
**FORT KNOX, KENTUCKY 40121-5123**

REPLY TO  
ATTENTION OF:

ATCC-JA

SEP 21 2018

**MEMORANDUM FOR**

Commanders, Fort Knox Partners in Excellence  
Commanders, All Units Reporting Directly to This Headquarters  
Deputy Chiefs of General Staff and Chiefs of Special Staff Offices, HQ USACC

**SUBJECT: Policy Memorandum 16 – Fort Knox Local Commuting Area**

1. Reference: The Joint Travel Regulations (updated monthly).
2. Purpose. The purpose of this policy is to define the local commuting area and to clarify lodging and meal entitlements for personnel in a TDY or TCS status with duty at Fort Knox.
3. Applicability. This policy applies to all personnel assigned, attached, or with duty at Fort Knox.
4. Local Commuting Area.
  - a. As required by Joint Travel Regulations (JTR), Chapter 2, the Senior Commander must establish the local area for all DoD personnel, even if the personnel are from more than one command, unit, installation, or Agency, in a written directive. The local area is considered to encompass the separate cities, towns, or installations that are adjacent and/or close to each other, between which the commuting public travels during normal business hours on a daily basis.
  - b. Soldiers and Civilians on TCS or TDY orders whose permanent residence is within the local commuting area are not entitled to per diem. These Soldiers are entitled to full Basic Allowance for Housing (BAH) and Basic Allowance for Subsistence (BAS). Mileage reimbursement is not authorized for mileage traveled between the residence and work. Personnel should consult the JTR for policies on claiming in and around mileage to/from alternate work sites for the duration of the TDY or TCS period.
  - c. The local commuting area for Fort Knox includes:
    - (1) The following cities and all points in between, listed with estimated commute times: Radcliff, KY (5 minutes); Muldraugh, KY (10 minutes); Vine Grove, KY (13 minutes); Rineyville, KY (22 minutes); Elizabethtown, KY (23 minutes); Irvington, KY (25 minutes); Brandenburg, KY (30 minutes); Cecilia, KY (31 minutes); Shepherdsville, KY

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(42 minutes); Hodgenville, KY (43 minutes); Louisville, KY (45 minutes); and Bardstown, KY (50 minutes).

(2) The following counties in Kentucky: Meade, Breckinridge, Grayson, Hardin, Larue, Washington, Bullitt, Nelson, Spencer and Jefferson counties.

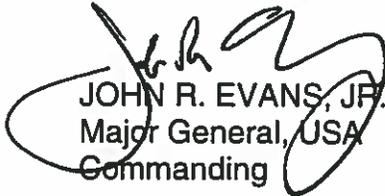


(3) The following counties in Indiana: Harrison, Floyd and Clark counties.



5. The proponent for this policy is the Installation Senior Commander, Fort Knox, KY.

6. Point of contact is the USACC and Fort Knox, Office of the Staff Judge Advocate at (502) 624-7414, or [usarmy.knox.tradoc.mbx.sja-adminlaw@mail.mil](mailto:usarmy.knox.tradoc.mbx.sja-adminlaw@mail.mil).

  
JOHN R. EVANS, JR.  
Major General, USA  
Commanding