

**§ 302-3.516**

(b) After September 8, 1982 you must determine that tour renewal agreement travel expenses are necessary for the purposes of recruiting and retaining employees and you must inform employees in writing that tour renewal agreement travel for the purposes of recruiting and retention is limited to two round trips beginning within 5 years after the date the employee first begins any period of consecutive tours of duty.

**41 CFR Ch. 302 (7-1-23 Edition)**

**SES SEPARATION FOR RETIREMENT**

**§ 302-3.516 What must we do before issuing payment for SES separation-relocation travel?**

Before issuing payment for separation-relocation travel, you must establish timeframes for employees to submit request for authorization and approval of relocation expenses.

**§ 302-3.517 May we issue travel advances for separation relocation?**

No, travel advances for separation relocation may not be authorized.