



PERSONNEL AND
READINESS

UNDER SECRETARY OF DEFENSE
4000 DEFENSE PENTAGON
WASHINGTON, D.C. 20301-4000

MAY 24 2023

**MEMORANDUM FOR SENIOR PENTAGON LEADERSHIP
COMMANDERS OF THE COMBATANT COMMANDS
DEFENSE AGENCY AND DOD FIELD ACTIVITY DIRECTORS**

SUBJECT: Repeal of Mandatory Use of MyTravel

This memorandum repeals Under Secretary of Defense for Personnel and Readiness Memorandum, "Mandatory Use of MyTravel," October 21, 2022 (attached). DoD organizations currently using MyTravel are no longer required to use the system. Additionally, DoD organizations may suspend the planning and implementation of future financial system integrations. DoD will cease MyTravel operations on September 13, 2023.

The Defense Human Resources Activity will work with those DoD organizations currently using MyTravel to assist with the transition back to the Defense Travel System (DTS). The DTS requirement that eligible travelers review whether they can accomplish their travel by using MyTravel will be removed as of the date of this memorandum.

A handwritten signature in black ink, appearing to read "Gilbert R. Cisneros, Jr.", is positioned above the printed name.

Gilbert R. Cisneros, Jr.

Attachment:
As stated