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SUBJECT: LODGING SUCCESS PROGRAM (LSP)

REFERENCES:

A. MESSAGE, USACFSC//CFSC-AL//DTG232145ZFEB00.

B. JOINT FEDERAL TRAVEL REGULATIONS, VOL. 1 (JFTR), PARS. U1045, U2015, U4129, U4520 AND APPENDIX A, (GOVERNMENT QUARTERS, NO.2).

C. JOINT TRAVEL REGULATIONS, VOL 2 (JTR), PARS. C1055, C1058.

1. THIS MESSAGE IS BEING SENT BY THE PENTAGON TELECOMMUNICATIONS CENTER ON BEHALF OF CFSC. THIS MSG ANNOUNCES THE LATEST UPDATE OF THE LODGING SUCCESS PROGRAM (LSP). REQUEST WIDEST DISSEMINATION OF THIS MSG TO ALL TRAVELERS, TRAVEL ORDER AUTHORIZING OFFICIALS, TRAVEL OFFICES, AND PREPARERS OF TRAVEL ORDERS. THIS MESSAGE APPLIES ONLY TO MISSION TDY REQUIREMENTS. INSTITUTIONAL TRAINING TRAVEL GUIDELINES ARE ISSUED UNDER SEPARATE COVER BY THE ODCS, G-3/5/7.

2. LSP IS A GOVERNMENT RUN PROGRAM. LSP PROVIDES HIGH QUALITY LODGING AT RATES TYPICALLY 20% BELOW THE LODGING PORTION OF PER DIEM. IN FY05, LSP RESULTED IN SAVINGS OF \$5.2M TO GOVERNMENT TRAVEL ACCOUNTS WHEN COMPARING THE LSP RATE TO THE OFFICIAL LODGING PORTION OF PER DIEM. LSP HOTELS MEET MINIMUM MANDATORY QUALITY AND SECURITY REQUIREMENTS AND ARE CERTIFIED FEMA COMPLIANT. LSP HOTEL CAPABILITIES VARY BY LOCATION SUPPORTING SHORT TERM STAYS, EXTENDED/LONG TERM STAYS, AND MEETING/CONFERENCE REQUIREMENTS.

3. IN KEEPING WITH THE JFTR AND JTR REQUIREMENTS TO EXERCISE PRUDENCE IN GOVERNMENT TRAVEL, IT IS HIGHLY RECOMMENDED THAT OFFICIAL TRAVELERS UTILIZE LSP GOVERNMENT CONTRACT QUARTERS WHEN ON-POST IS NOT AVAILABLE AND THERE IS AN OVERALL TRAVEL COST SAVINGS. TDY ORDERS (DD 1610 BLOCK 16 REMARKS) SHOULD INCLUDE A STATEMENT REGARDING TRAVELERS UTILIZING LSP BY CALLING THE CENTRAL RESERVATION CENTER (CRC) AT 1-866-DOD-LSP1 (1-866-363-5771) OR CENTRALRESERVATIONS@CFSC.ARMY.MIL. LSP CONTRACT HOTELS ACCEPT THE GOVERNMENT-SPONSORED CHARGE CARD. MANY LSP LOCATIONS ARE TAX EXEMPT.

4. IT IS IMPERATIVE THAT LODGING ARRANGEMENTS BE MADE WITH CRC (1-866-363-5771) AS FAR IN ADVANCE AS POSSIBLE TO MAXIMIZE USE OF CONTRACTED HOTEL ROOM RATES. THE LSP IS IN THE PROCESS OF EXPANDING. AS NEW GEOGRAPHIC AREAS AND HOTELS ARE ADDED THEY WILL BE ANNOUNCED ON THE LSP WEBSITE. A LIST OF CURRENT LSP AREAS AND HOTELS IS AVAILABLE AT WWW.LODGINGSUCCESS.COM.

5. TRAVELERS ARE REMINDED THAT CANCELLATION OF LODGING RESERVATIONS IS THEIR PERSONAL RESPONSIBILITY. FOR CANCELLATIONS OCCURRING PRIOR TO THE SCHEDULED ARRIVAL DATE, CONTACT CRC (1-866-363-5771). FOR CANCELLATIONS ON THE SCHEDULED ARRIVAL DATE, CONTACT THE APPROPRIATE LSP HOTEL DIRECTLY. FAILURE TO CANCEL RESERVATIONS NOT UTILIZED MAY RESULT IN AUTOMATIC CHARGES TO THE CREDIT CARD FOR THE FIRST NIGHT'S STAY. THIS IS STANDARD PRACTICE IN THE HOTEL INDUSTRY. RETAIN THE CANCELLATION NUMBER AS A SOURCE OF REFERENCE.

6. TAXES ARE A SEPARATELY REIMBURSABLE MISCELLANEOUS TRAVEL EXPENSE. TAX EXEMPTION INFORMATION CAN BE FOUND AT WWW.GSA.GOV OR VIA THE WWW.LODGINGSUCCESS.COM LINK.

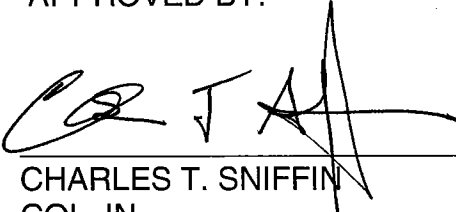
7. THE FOLLOWING ARE CURRENTLY LSP AREAS: NATIONAL CAPITAL REGION (NCR)-NORTHERN VIRGINIA; SPRINGFIELD, VA (FORT BELVOIR); CHARLOTTESVILLE, VA (OTJAGSA); NEWPORT NEWS/HAMPTON, VA (FORT EUSTIS, FORT MONROE, LANGLEY AIR FORCE BASE); PETERSBURG/COLONIAL HEIGHTS, VA (FORT LEE); ABERDEEN (APG/EDGEWOOD) AND BALTIMORE (FORT MEADE), MD; CARLISLE, PA (CARLISLE BARRACKS); EL PASO (FORT BLISS) AND SAN ANTONIO (FORT SAM HOUSTON), TX; ATLANTA, GA; HUNTSVILLE, AL (REDSTONE ARSENAL); LAWTON, OK (FORT SILL); DOTHAN, AL (FORT RUCKER); OCEANSIDE, CA (CAMP PENDLETON); MIAMI, FL. LSP HOTELS ARE SCHEDULED AT ST. ROBERT, MO (FORT LEONARD WOOD) AND SIERRA VISTA, AZ (FORT HUACHUCA) EFFECTIVE JUNE 2006.

8. THE CRC IS OPEN 24 HOURS/DAY, 7 DAYS/WEEK EXCEPT FOR FEDERAL HOLIDAYS. FOR ALL LODGING ACCOMMODATIONS, CALL TOLL FREE 1-866-363-5771 (1-866-DOD-LSP-1) OR CENTRALRESERVATIONS@CFSC.ARMY.MIL.

9. POINTS OF CONTACT: CRC (RESERVATIONS OPERATION) ANGELA MORROW, MGR, CRC, COM: (256) 313-2701, DSN: 897-2701, E-MAIL: ANGELA.MORROW@CFSC.ARMY.MIL ; PROGRAM INFORMATION: JAN MORGAN, CHIEF, CENTRAL CONTRACTS, USACFSC-BPL; COM: (703) 681-5370, DSN: 761-5370, E-MAIL: JAN.MORGAN@CFSC.ARMY.MIL; DEFENSE FINANCE AND ACCOUNTING SERVICE (DFAS-PCT/IN) FINANCE INQUIRIES CONTACT SHEILA MELTON AT DSN 699-5372, COM 317-510-5372, E-MAIL: SHEILA.MELTON@DFAS.MIL.

10. THIS MSG IS THE OFFICIAL MARCH 2006 PUBLICATION AND SUPERSEDES PREVIOUS MSGS ON SUBJ INFO. EXPIRATION DATE CANNOT BE DETERMINED.

APPROVED BY:

A handwritten signature in black ink, appearing to read 'C T S', written over a horizontal line.

CHARLES T. SNIFFIN
COL, IN
Deputy Commander/Chief of Staff