



DEPARTMENT OF THE NAVY  
HEADQUARTERS UNITED STATES MARINE CORPS  
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WASHINGTON, DC 20350-3000

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RFF  
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MARINE CORPS ORDER 4600.40B

From: Commandant of the Marine Corps  
To: Distribution List

Subj: GOVERNMENT TRAVEL CHARGE CARD PROGRAM (GTCCP)

Ref: (a) Public Law 105-264  
(b) SECNAV M-5210.1  
(c) DOD 7000.14-R, "DOD Financial Management Regulation",  
Volume 9, Chapter 3, August 2011  
(d) Joint Federal Travel Regulations, Volume 1  
(e) Joint Travel Regulations, Volume 2  
(f) SECNAVINST 4650.21  
(g) DOD 7000.14-R, "DOD Financial Management Regulation",  
Volume 9, Chapter 8, August 2011  
(h) DOD 5200.2-R, "DOD Personnel Security Program"  
(i) DOD 7000.14-R, "DOD Financial Management Regulation",  
Volume 5, Chapter 33, August 2010  
(j) Marine Corps Total Force Automated Pay Systems Manual  
(k) DODI 4515.16  
(l) SECNAV M-5214.1

Encl: (1) Government Travel Charge Card Program (GTCCP)  
Management Procedures

Reports Required: I. Government Travel Charge Card Program  
Review (Report Control Symbol EXEMPT),  
encl (1), chap. 1, par. 1b  
II. Government Travel Charge Card Program  
Root Cause Analysis with Performance  
Improvement Plan (Report Control Symbol  
EXEMPT), encl (1), chap. 1, par. 2

1. Situation

a. The GTCCP was mandated for use by reference (a) and was initiated to limit the amount of public funds held outside the U.S. Treasury previously used for cash advances. The GTCC provides a means of funding official travel so that travelers do not need to request travel advances or use personal funds to travel.

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