



Advancement Examination Readiness Review (AERR) Travel Information for Attendees

Upon selection to attend an AERR, not earlier than 30 to 45 days prior to the conference, the NETPDC AERR Liaison will notify all attendees via email. The notification will include the steps required by the attendee to be provided with accounting data for the TAD. Please read the information listed below to have more knowledge of what you will be authorized.

For the Administration Department of the Attendees

Selectees must, without delay, provide full SSN to the NETPDC POC to receive the accounting label through DTS (Cross-Org) to fund the TAD. By utilizing the Defense Travel System (DTS), attendees will select the NETPDC accounting label and submit their orders by digitally signing the document. The AERR is not a conference and should not be accounted for as such on DTS. Attendee should select "Other" for "Purpose of TAD". Attendees' parent command will not approve the TAD orders or voucher liquidation. NETPDC AERR Liaisons will review and approve the orders.

Lodging Requirements for Attendees

All attendees will stay at the Navy Gateway Inn onboard NAS Pensacola. Attendees will receive a lodging group confirmation number in the welcome email that reflects their selection. Attendees will need to use the group confirmation number and MUST call the main line, (850) 564-7473, to receive their individual reservation number. Also, DTS must reflect the correct amount of the nightly cost of lodging.

Per Diem: Government messing and quarters are required while staying onboard NAS Pensacola.

Rental Car: Rental car funding is NOT authorized for all attendees. Rental car authorizations will be delegated by AERR Liaisons via welcome email.

For additional inquiries or questions: NETPDC_AERR_MAILBOX@us.navy.mil