

Senior Federal Travel Annual Report

Fiscal Year 2015



Prepared by the U.S. General Services Administration
Office of Government-wide Policy

Senior Federal Travel Introduction

The use of Government aircraft (any aircraft owned, leased, chartered or rented and operated by an Executive Agency) for official business must be in accordance with the provisions of the [Office of Management and Budget's \(OMB\) Circular A-126, *Improving the Management and Use of Government Aircraft*](#), and [OMB Bulletin 93-11](#). The implementing regulations are found in the Federal Travel Regulation (FTR), [41 Code of Federal Regulations §301-10.260 – 266, *Travel on Government Aircraft*](#). Furthermore, the FTR directs all executive departments and agencies to report to the General Services Administration (GSA) all uses, including mission travel, on Government-owned, chartered or leased aircraft by Senior Federal Officials (SFO) and Non-Federal Travelers (NFT) semi-annually. Classified and military officer trips are exempt from this requirement.¹

The purpose of the Senior Federal Official Travel Report (SFTR) is to identify SFOs and NFTs use of Government-owned aircraft in support of Federal agencies' missions. The SFTR offers transparency into usage and travel justifications for Government-owned aircraft; this information is critical to further examination of government travel costs and moving towards better management, policy development and control. The total \$10.4 M spent on Senior Federal Travel equates to .07% of the total travel costs the government incurred in FY 2015. More information, including reporting requirements, may be found at www.gsa.gov/sftr.

¹ GAO-14-151 Report found agencies were not reporting some data. GSA is amending the regulations to capture the number of classified trips not reported.

Senior Federal Travel Definitions

A Senior Federal Official is defined as an individual who is paid according to the Executive Schedule established by 5 U.S.C. 53, Subchapter II, including Presidential appointees who are confirmed by the Senate; employed in the U.S. Government's Senior Executive Service or an equivalent "senior" service; a civilian employee of the Executive Office of the President; appointed by the President to a position under section 105(a)(2)(A), (B), or (C) of title 3 U.S.C. or by the Vice President to a position under section 106(a)(1)(A), (B), or (C) of title 3 U.S.C; or a contractor working under a contract with an executive agency, is paid at a rate equal to or more than the minimum rate for the Senior Executive Service, and has senior executive responsibilities. The term "Senior Federal Official," as used in the FTR does not mean an active duty military officer.

A Non-Federal Traveler is defined as an individual who travels on a Government aircraft, but is not a Federal employee. Dependents and other family members of Federal travelers who travel on Government aircraft are considered to be NFTs within the FTR. All SFO and NFT trips are reported according to trip justifications, which include cost, required use, schedule, mission required, and space available. The analysis in this report is of SFO and NFT trips combined.

The following defines each justification type. This report examines SFO and NFT use of Government aircraft in terms of total trips and total cost by justification.

- Schedule – Applied when no scheduled commercial airline service is reasonably available to fulfill the agency's travel requirement (i.e., cannot meet traveler's departure and/or arrival requirements within a 24-hour period, unless it is demonstrated that extraordinary circumstances require a shorter period).
- Mission Required - Applies to trip activities to discharge an agency's official responsibilities. These missions include, but are not limited to activities that would include: the transport of troops and/or equipment, training and evacuation (including medical evacuation, intelligence and counter-narcotics activities, search and rescue, transportation of prisoners, use of defense attaché-controlled aircraft, aeronautical research, space and science applications, and other such activities).

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- Required Use- Applies when the President, or the head of an agency, has determined that the traveler (including official, personal or political) qualifies as “required use” because of *bona fide* communications or security needs of the agency, or to meet exceptional scheduling requirements.
- Cost - Applies when the cost of the Government-owned aircraft trip is less than the cost of the city pair fare for scheduled commercial airline service or the cost of the lowest available full coach fare if a city-pair fare is not available.
- Space Available- Applies when an aircraft is already scheduled for official use and a traveler’s use of the aircraft does not require a larger aircraft or result in more than minor additional cost to the Government.

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FY 2015 Senior Federal Travel Data Table				
Traveler Agency Name	Traveler Type	Justification	Government Cost	Trips
Department of Agriculture	Federal (Official)	Mission Required	\$446,151	9
Department of Agriculture	Non-Federal	Mission Required	\$8,000	5
Department of Agriculture	Federal (Official)	Schedule	\$4180	2
Department of Agriculture	Federal (Official)	Space Available	0	2
Department of Defense	Federal (Official)	Mission Required	\$95,509	62
Department of Defense	Non-Federal	Mission Required	\$7,617	41
Department of Defense	Federal (Official)	Required Use	\$2,400,698	254
Department of Defense	Non-Federal	Required Use	0	2
Department of Defense	Federal (Official)	Schedule	\$1,226,406	306
Department of Defense	Non-Federal	Schedule	\$8,589	11
Department of Defense	Non-Federal	Space Available	\$2,919	4
Department of Energy	Federal (Official)	Cost	\$119,198	86
Department of Energy	Non-Federal	Cost	\$79,305	88
Department of Energy	Federal (Official)	Mission Required	\$14,020	6

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Department of Energy	Non-Federal	Mission Required	\$545	34
Department of Energy	Federal (Official)	Schedule	\$4,095	1
Department of Energy	Federal (Official)	Space Available	\$0	1
Department of Homeland Security	Federal (Official)	Mission Required	\$351,622	4
Department of Homeland Security	Non-Federal	Mission Required	\$0	78
Department of Homeland Security	Federal (Official)	Required Use	\$1,888,095	39
Department of Homeland Security	Non-Federal	Schedule	\$0	1
Department of Homeland Security	Federal (Official)	Space Available	\$236,289	125
Department of Homeland Security	Non-Federal	Space Available	\$0	32
Department of Justice	Federal (Official)	Mission Required	\$98,100	26
Department of State	Federal (Official)	Mission Required	\$0	616
Department of State	Non-Federal	Mission Required	\$0	3
Department of the Interior	Federal (Official)	Cost	\$9,184	7
Department of the Interior	Non-Federal	Cost	\$2,202	5
Department of the Interior	Federal (Official)	Schedule	\$109,219	45
Department of the Interior	Non-Federal	Schedule	\$85,803	37
Department of the Treasury	Federal (Official)	Mission Required	\$117,350	41
Department of the Treasury	Federal	Space	\$11,855	8

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	(Official)	Available		
Department of the Treasury	Non-Federal	Space Available	\$6,594	2
Department of Transportation	Federal (Official)	Cost	\$81,824	105
Department of Transportation	Federal (Official)	Required Use	\$40,126	12
Department of Transportation	Federal (Official)	Schedule	\$50,657	161
Department of Transportation	Federal (Official)	Space Available	\$9,818	1
Department of Transportation	Non-Federal	Space Available	\$17,445	6
National Aeronautics and Space Administration	Federal (Official)	Cost	\$13,923	24
National Aeronautics and Space Administration	Federal (Official)	Mission Required	\$0	3
National Aeronautics and Space Administration	Federal (Official)	Space Available	\$0	13
Small Business Administration	Federal (Official)	Mission Required	\$0	1
Tennessee Valley Authority	Federal (Official)	Mission Required	\$493,094	227
Tennessee Valley Authority	Federal (Official)	Required use	\$6,375	1
Tennessee Valley Authority	Federal (Official)	Schedule	\$21,700	5
U.S. Agency for International Development	Federal (Official)	Required Use	\$2,326,922	598
Total			\$10,395,429	3,140

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Agency SFT Data Submission Status² – FY2013 thru FY 2015			
Agency	FY 13	FY 14	FY 15
Armed Forces Retirement Home	Submitted	Submitted	Submitted
Broadcasting Boards of Governors	Submitted	Submitted	Submitted
Chemical Safety & Hazard Investigation Board	Submitted	No data	No data
Consumer Financial Protection Bureau	No data	No data	No data
Consumer Product Safety Commission	Submitted	Submitted	Submitted
Corp. for National and Community Service	Did not submit	No data	No data
Defense Nuclear Facilities Safety Board	No data	No data	No data
Denali Commission	Submitted	Submitted	Submitted
Dept. of Agriculture	Submitted	Submitted	Submitted
Dept. of Commerce	No data	No data	No data
Dept. of Defense	Submitted	Submitted	Submitted
Dept. of Education	No data	No data	No data
Dept. of Energy	Submitted	Submitted	Submitted
Dept. of Health and Human Services	Submitted	No data	Submitted
Dept. of Homeland Security	Submitted	Submitted	Submitted
Dept. of Housing and Urban Development	No data	No data	Submitted
Dept. of Justice	Submitted	Submitted	Submitted

² Status indicates: *Submitted* – Agency submitted data; *Did not submit* – Agency did not submit data; *No data* – Negative report.

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Dept. of Labor	No data	No data	No data
Dept. of State	Submitted	Submitted	Submitted
Dept. of the Interior	Submitted	Submitted	Submitted
Dept. of the Treasury	Submitted	Submitted	Submitted
Dept. of Transportation	Submitted	Submitted	Submitted
Dept. of Veteran Affairs	No data	No data	No data
Environmental Protection Agency	No data	No data	No data
Equal Employment Opportunity Commission	Submitted	Submitted	Submitted
Executive Office of the President	No data	No data	No data
Export Import Bank	Submitted	Submitted	Submitted
Farm Credit Administration	Submitted	No data	No data
Farm Credit System Insurance Corporation	Submitted	No data	No data
Federal Communications Commission	Submitted	Submitted	No data
Federal Deposit Insurance Corp.	Submitted	Submitted	Submitted
Federal Energy Regulatory Commission	No data	Submitted	Submitted
Federal Housing Finance Agency	-----	-----	No data
Federal Housing Finance Agency OIG	No data	No data	Submitted
Federal Labor Relations Authority	Did not submit	Submitted	Submitted
Federal Maritime Commission	Submitted	No data	No data
Federal Trade Commission	Submitted	No data	Submitted
General Services Administration	Submitted	No data	No data

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Agency SFT Data Submission Status – FY2013 thru FY 2015 – cont'd			
Government Accountability Office	No data	No data	No data
Gulf Coast Ecosystem Restoration Council	Did not submit	No data	No data
Inter-American Foundation	No data	No data	No data
International Trade Commission	Submitted	Submitted	Submitted
Library of Congress	Submitted	No data	Submitted
Merit Systems Protection Board	No data	No data	No data
Millennium Challenge Corporation	Submitted	Submitted	Submitted
National Aeronautics and Space Administration	Submitted	Submitted	Submitted
National Archives and Records Administration	Submitted	No data	No data
National Credit Union Administration	Submitted	No data	No data
National Labor Relations Board	No data	Submitted	Submitted
National Mediation Board	-----	-----	Submitted
National Science Foundation	Submitted	Submitted	Submitted
National Transportation Safety Board	Submitted	Submitted	Submitted
Occupational Safety & Health Review Commission	No data	No data	No data
Office of Personnel Management	No data	No data	No data
Overseas Private Investment Corporation	Submitted	No data	Submitted
Peace Corps	Submitted	Submitted	Submitted
Pension Benefit Guaranty Corporation	Submitted	No data	No data
Securities and Exchange Commission	Submitted	No data	No data

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Selective Services System	Did not submit	Submitted	No data
Small Business Administration	Submitted	Submitted	No data
Smithsonian Institution	No data	No data	No data
Social Security Administration	Submitted	Submitted	No data
Tennessee Valley Authority	Submitted	Submitted	Submitted
U.S. African Development Foundation	Submitted	No data	No data
U.S. Agency for International Development	Submitted	Submitted	Submitted
U.S. Commission on International Religious Freedom	Submitted	Submitted	Submitted
U.S. Elections Assistance Commission	No data	No data	Submitted
U.S. Geological Survey	Submitted	Submitted	Submitted
U.S. Institute of Peace	Submitted	Submitted	Submitted
U.S. Office of Special Counsel	No data	No data	No data
U.S. Railroad Retirement Board	No data	No data	No data
U.S. Trade and Development Agency	Submitted	No data	No data
U.S. Access Board	Submitted	Submitted	No data
U.S. Nuclear Regulatory Commission	No data	No data	No data
U.S. Postal Service	Submitted	Submitted	Submitted
U.S. Court of Appeals for Veterans Claims	Submitted	Submitted	Submitted