

COMPTROLLER TRAVEL POLICY MANUAL

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|  | POLICY: TRV 530-03 |
| | Section: 500 Travel |
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| | Responsible office: Comptroller |
| | Origination date: 01/01/2000 |
| Subject: Air Transportation Using Federal Funding | Effective date: 01/01/2000 |
| Source: University Policy State of Arizona Travel Policy State of Arizona Travel Policy Supplements I - V A.R.S. §38-621 through A.R.S. §38-627 | Revision date: 07/01/2014 |

PURPOSE

Provide policy on transportation expenses and reimbursements when using Federal funding.

LINKS

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| Exhibit J Form | Fly America Act |
| NAU Risk Management Services | State of Arizona Travel Policy Supplement V |

POLICY

| TRV 530-03: Airline Travel Under Federal Grants | |
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| <ol style="list-style-type: none"> 1. With few exceptions, The Fly America Act requires travelers on federal grant funding to use U.S. flag carriers regardless of the cost or convenience. Under the regulations, you must ensure that all flights, where possible, are scheduled on U.S. flag carriers or on foreign air carriers that code share with a U.S. flag carrier. However, there are some exceptions. <ol style="list-style-type: none"> a. Open Skies Agreement <ol style="list-style-type: none"> i. An important exception is the Open Skies Agreement between the United States and the European Union. This allows federal grant-funded travelers flying to a destination serviced by a European Union airline to fly on either a U.S. carrier or a European Union carrier as long as they touch down in an EU country. ii. Agreements also have been negotiated with Australia, Switzerland and Japan, travelers should check whether there is an agreement for their destination country before purchasing tickets. b. Use of U.S. carrier service would extend travel time, including delay at point of origin, by 24 hours or more. c. U.S. carriers do not offer nonstop or direct service between point of origin and destination. However, some additional complex rules apply; see the Fly America Act at the website listed above. d. When the costs of airfare are reimbursed in full by a third party, such as a foreign government or an international agency. | |