MEMORANDUM

TO: All OIG Managers

Deputy Inspector General Director, Management Services

FROM: Inspector General

SUBJECT: Redelegation of Authority for Domestic Travel

I. <u>DELEGATION</u>

Under the authority from the Chief Financial Officer vested in me by delegation EL/GEN/7, certified June 6, 2003, I hereby delegate to you and to anyone serving for you in an acting capacity, the authorities described below. These authorities must be exercised in accordance with 41 CFR Chapters 300-304, commonly known as the Federal Travel Regulation.

A. To all addressees:

The authority to certify travel authorizations and travel vouchers for temporary duty within the United States, Puerto Rico, and the Virgin Islands, including:

- 1. Authority to approve use of non-contract carriers between defined city pairs.
- 2. Authority to approve the use of public transportation between defined locations.
- 3. Authority to approve the use of privately owned conveyances by employees when advantageous to the Government.
- 4. Authority to approve rental automobile and miscellaneous travel expenses.

B. <u>Deputy Inspector General</u>

The authority to certify travel authorizations and travel vouchers for permanent changes of station within the United States.

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C. <u>To the Director, Management Services:</u>

The authority to approve, for wheelchair users and if necessary one attendant, direct flights and upgrades to business class when bulkhead seating is not available.

Unless otherwise noted in future delegations of authority, amendments to the authority cited herein are included within the scope of this delegation.

II. <u>RESERVATIONS</u>

- A. Except as described in Section I, the authority to approve international and territorial travel is reserved to the Deputy Secretary.
- B. The authority to approve first-class travel accommodations, cash travel advances, and actual subsistence expenses over the total allowable per diem rate for each trip in accordance with the Federal Travel Regulation is reserved to the Director, Financial Management Operations, Office of the Chief Financial Officer, or his or her delegatee.
- C. The authority to certify one's own travel and voucher expenses is reserved to the Inspector General.

III. <u>REDELEGATION</u>

No further redelegation is authorized.

IV. CERTIFICATION AND EFFECTIVE DATE

The delegation is effective upon certification by the Department's Principal Delegations Control Officer and supersedes delegation control EF/Blanket/137. I hereby ratify actions within the scope of this delegation taken by the addressees prior to the date of certification.

John P. Higgins, Jr.

Certified Date: 7/7/2004

Departmental Delegations Control Officer: /s/ Naty G. Beetle

Control Number: EF/Blanket/139