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Premium-Class Travel Annual Report

Fiscal Year 2015



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

Executive Summary

Travel is an important and necessary component of government to accomplish agencies' mission. In today's climate of increased transparency, budget reductions, and accountability, agencies' travel expenditures are closely evaluated to ensure taxpayer dollars are spent wisely. Government travelers are required to exercise the same care in incurring expenses that a prudent person would exercise if traveling on personal business¹. Therefore, when making official travel arrangements, agencies and employees must consider the most cost-effective class of transportation that meets their needs. Government travelers are required to use coach-class for official travel. Other than coach-class airline accommodations may be used only when their agency specifically authorizes/approves such transportation. Travel in any class above coach-class is also known as premium-class travel.

To achieve the goals of greater accountability and transparency for the premium-class transportation, Chapter 300-70.100 of the Federal Travel Regulation (FTR) requires Federal agencies to annually submit premium-class travel data to the General Services Administration (GSA). Agencies are required to report their usage of other than coach-class (first and business-class) transportation accommodation acquired while on official business which has a cost to the government greater than coach-class travel. The information is submitted annually via the GSA Travel Reporting Tool, a web-based reporting tool. The annual *Premium-Class Travel Report* presents the analysis of the data as a report from these annual submissions. This report provides an objective view of the data collected by GSA's Office of Government-wide Policy (OGP) as required by the FTR².

¹ FTR; §301-2.3 What standard of care must I use in incurring travel expenses?

² FTR; §300-70.100 Subpart B Requirement to Report Use of Other Than Coach-Class Transportation Accommodations.

Agency Reporting Status

	Agency Name	PCTR Status
1	Consumer Product Safety Commission	Complete
2	Defense Nuclear Facilities Safety Board	Complete
3	Department of Agriculture	Complete
4	Department of Commerce	Complete
5	Department of Defense	Complete
6	Department of Energy	Complete
7	Department of Homeland Security	Complete
8	Department of Housing and Urban Development	Complete
9	Department of Justice	Complete
10	Department of Labor	Complete
11	Department of State	Complete
12	Department of the Interior	Complete
13	Department of the Treasury	Complete
14	Department of Veterans Affairs	Complete
15	Environmental Protection Agency	Complete
16	Executive Office of the President	Complete
17	Federal Deposit Insurance Corp.	Complete
18	Federal Energy Regulatory Commission	Complete
19	Federal Housing Finance Agency	Complete
20	Government Accountability Office	Complete
21	International Trade Commission	Complete
22	Library of Congress	Complete

23	Millennium Challenge Corporation	Complete
24	National Aeronautics and Space Administration	Complete
25	National Archives and Records Administration	Complete
26	National Credit Union Administration	Complete
27	National Endowment for the Arts	Complete
28	National Science Foundation	Complete
29	Office of Personnel Management	Complete
30	Overseas Private Investment Corporation	Complete
31	Peace Corps	Complete
32	Securities and Exchange Commission	Complete
33	Small Business Administration	Complete
34	Smithsonian Institution	Complete
35	Social Security Administration	Complete
36	U.S. African Development Foundation	Complete
37	U.S. Agency for International Development	Complete
38	U.S. Office of Special Counsel	Complete
39	U.S. Trade and Development Agency	Complete
40	United States Access Board	Complete
41	United States Nuclear Regulatory Commission	Complete
42	Armed Forces Retirement Home	Reported No Data
43	Chemical Safety & Hazard Investigation Board	Reported No Data

44	Consumer Financial Protection Bureau	Reported No Data
45	Corporation for National and Community Service	Reported No Data
46	Denali Commission	Reported No Data
47	Department of Education	Reported No Data
48	Department of Transportation	Reported No Data
49	Farm Credit Administration	Reported No Data
50	Farm Credit System Insurance Corporation	Reported No Data
51	Federal Housing Finance Agency OIG	Reported No Data
52	Federal Maritime Commission	Reported No Data
53	Federal Trade Commission	Reported No Data
54	General Services Administration	Reported No Data
55	Gulf Coast Ecosystem Restoration Council	Reported No Data
56	Inter-American Foundation	Reported No Data
57	Merit Systems Protection Board	Reported No Data
58	National Labor Relations Board	Reported No Data
59	National Transportation Safety Board	Reported No Data
60	Occupational Safety & Health Review Commission	Reported No Data
61	Pension Benefit Guaranty Corporation	Reported No Data
62	Selective Services System	Reported No Data
63	U.S. Commission on International Religious Freedom	Reported No Data

64	U.S. Railroad Retirement Board	Reported No Data
65	US Court of Appeals for Veterans Claims	Reported No Data
66	Broadcasting Boards of Governors	Did Not Report
67	Equal Employment Opportunity Commission	Did Not Report
68	Export Import Bank	Did Not Report
69	Federal Communications Commission	Did Not Report
70	Federal Labor Relations Authority	Did Not Report
71	National Mediation Board	Did Not Report
72	Tennessee Valley Authority	Did Not Report
73	U.S. Elections Assistance Commission	Did Not Report
74	U.S. Geological Survey	Did Not Report
75	U.S. Institute of Peace	Did Not Report
76	United States Postal Service	Did Not Report
77	Department of Health and Human Services	Did Not Report
78	Federal Elections Commission	Did Not Report

Distribution by Premium Travel Type

Premium Travel Type	Justifications	Premium Fare	Coach Fare	Cost of Premium Class	Trips
First-Class Air	Accommodate medical disability	\$434,896	\$130,017	\$304,879	143
	Exceptional security circumstances exist	\$83,478	\$22,987	\$60,491	28
	No coach-class available	\$228,246	\$63,727	\$164,519	57
	Required because of agency mission	\$82,814	\$32,380	\$50,434	34
First-Class Air Total		\$829,434	\$249,111	\$580,323	262
Business-Class Air	Accommodate medical disability	\$6,340,930	\$1,805,051	\$4,535,879	746
	Coach-class not scheduled regularly	\$710,021	\$263,468	\$446,553	121
	Exceptional security circumstances exist	\$4,441,030	\$2,104,325	\$2,336,705	1,467
	Inadequate sanitation/health standards	\$36,621	\$8,581	\$28,040	5
	No space available for urgent mission	\$168,389	\$86,286	\$82,103	83
	Non-Federal payment source	\$21,320	\$5,410	\$15,910	3
	OCONUS flight time exceeds 14 hours	\$18,561,845	\$7,597,910	\$10,963,935	2,497
	Required because of agency mission	\$3,811,440	\$1,630,526	\$2,180,914	931
Results in overall cost savings	\$197,908	\$92,536	\$105,372	34	
Bus.-Class Air Total		\$34,289,504	\$13,594,093	\$20,695,411	5,887
Extra Fare Train	Advantageous to the government	\$5,353	\$3,329	\$2,024	30
Extra Fare Train Total		\$5,3353	\$3,329	\$2,024	30

Premium Travel Type	Justifications	Premium Fare	Coach Fare	Cost of Premium Class	Trips
Other-Than-Coach Class Train	Accommodate medical disability	\$3,104	\$1,787	\$1,317	8
	Exceptional security circumstances exist	\$5,300	\$3,003	\$2,297	34
	Inadequate sanitation/health standards	\$1,413	\$847	\$566	5
	No coach-class available	\$6,608	\$3,928	\$2,680	30
	Required because of agency mission	\$6,653	\$4,412	\$2,241	40
Other-Than-Coach-Class Train Total		\$23,078	\$13,977	\$9,101	117
Other Than Lowest Ship	Required because of agency mission	\$924	\$505	\$419	1
Other Than Lowest Ship Total		\$924	\$505	\$419	1
Grand Total		\$35,148,293	\$13,861,015	\$21,287,278	6,297

Detail by Agency / Premium Travel

Traveler Agency Name	Cost of Premium-Class Travel	Trip Count	Average Cost per Trip
Consumer Product Safety Commission	\$39,434	5	\$7,887
Defense Nuclear Facilities Safety Board	\$7,775	9	\$864
Department of Agriculture	\$344,654	70	\$4,924
Department of Commerce	\$735,510	140	\$3,663
Department of Defense	\$1,175,882	321	\$3,663
Department of Energy	\$698,938	125	\$5,592
Department of Homeland Security	\$93,513	54	\$1,732
Department of Housing and Urban Development	\$128	1	\$128
Department of Justice ³	\$274,182	62	\$4,422-
Department of Labor	\$1,088,130	228	\$4,773
Department of State	\$8,419,110	3,811	\$2,209
Department of the Interior	\$22,586	7	\$3,227
Department of the Treasury	\$557,332	89	\$6,262
Department of Veterans Affairs	\$47,592	95	\$501
Environmental Protection Agency	\$815	1	\$815
Executive Office of the President	\$1,075,196	233	\$4,615
Federal Deposit Insurance Corp.	\$378,644	67	\$5,651
Federal Energy Regulatory Commission	\$13,072	2	\$6,536

³Due to data sensitivity, the Department of Justice total number of trips is not included in the distribution. Department of Justice data was submitted in summary to meet the requirement of the Federal Travel Regulation.

Federal Housing Finance Agency	\$510	1	\$510
International Trade Commission	\$69	2	\$35
Library of Congress	\$3,735	1	\$3,735
Millennium Challenge Corporation	\$1,222,744	278	\$4,398
National Aeronautics and Space Administration	\$623,261	133	\$4,686
National Archives and Records Administration	\$1,363	5	\$273
National Credit Union Administration	\$453	1	\$453
National Endowment for the Arts	\$750	1	\$750
National Science Foundation	\$170,446	25	\$6,818
Office of Personnel Management	\$3,986	2	\$1,993
Overseas Private Investment Corporation	\$1,954,825	287	\$6,811
Peace Corps	\$29,661	18	\$1,648
Securities and Exchange Commission	\$324,631	34	\$9,548
Small Business Administration	\$5,879	1	\$5,879
Smithsonian Institution	\$202,729	55	\$3,686
Social Security Administration	\$39,419	5	\$7,884
U.S. African Development Foundation	\$51,307	7	\$7,330
U.S. Agency for International Development	\$1,148,147	108	\$10,631
U.S. Trade and Development Agency	\$170,077	24	\$7,087
United States Access Board	\$1,782	2	\$891
United States Nuclear Regulatory Commission	\$359,011	48	\$7,479