GSA

GSA Office of Congressional and Intergovernmental Affairs

March 14, 2016

The Honorable Darrell Issa
House of Representatives
Washington, DC 20515

The Honorable Eric Swalwell
House of Representatives
Washington, DC 20515

Dear Representatives Issa and Swalwell:

Thank you for your letter dated February 10, 2016, requesting that U.S. General Services Administration (GSA) issue guidance on Federal employees using transportation network companies (TNCs) such as Uber and Lyft.

GSA's Office of Government-wide Policy is responsible for issuing travel and relocation policy through the Federal Travel Regulation (FTR), as specified in 41 Code of Federal Regulations, Chapters 300-304. Federal agencies may authorize "any other special conveyances when determined to be advantageous to the Government" (Part 301-10, Subpart E – Special Conveyances). This regulation allows agencies to authorize the use of TNCs while Federal travelers are on official travel away from their duty station, and reimburse the travelers following the agencies' internal policies.

GSA periodically issues FTR Bulletins to clarify travel regulations for Federal agencies. As agencies frequently have questions about the use of TNCs, GSA will issue an FTR Bulletin noting the regulatory language that applies in this case.

While the use of TNCs is allowable under the FTR, each agency determines and manages the final authorization and approval of travel expenses based on its mission and its internal policies and controls.

GSA will continue to monitor trends in the travel industry, including the use of TNCs. These trends can lead to opportunities for the Government to take advantage of new technology and innovation that will increase efficiency and avoid costs.

If you have any questions or concerns, please do not hesitate to contact me at (202) 501-0563.

Sincerely,

Lisa A. Austin

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Associate Administrator

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