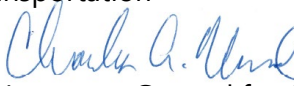




## Memorandum

Date: February 27, 2023

Subject: INFORMATION: Audit Announcement | OST's Compliance With Federal Policies and Procedures for Executive Travel on DOT Aircraft | Project No. 23A3005A000  
Department of Transportation

From: Charles A. Ward   
Principal Assistant Inspector General for Audits and Evaluations

To: Assistant Secretary for Administration

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The U.S. Department of Transportation (DOT) has a fleet of aircraft that are operated and maintained by Federal Aviation Administration (FAA) personnel. FAA uses these aircraft to perform multiple missions, including transportation for DOT and FAA senior executives. The Office of Management and Budget's (OMB) guidance<sup>1</sup> to executive department heads allows executives to travel on Government aircraft but with restrictions. The guidance states that, to minimize cost and improve the management and use of Government aviation resources, Government aircraft shall be used only for official travel or on a space available basis, subject to certain policies and authorizations. This applies to all Government-owned, leased, chartered, and rental aircraft and related services operated by executive agencies.

On December 16, 2022, citing news reports regarding the Secretary of Transportation's travel on Government aircraft, Senator Marco Rubio requested that we determine whether the Secretary's use of Government aircraft for domestic and international travel complied with all applicable Federal regulations and DOT policies and procedures. Accordingly, we will conduct an audit to determine whether the Office of the Secretary complied with Federal regulations, policies, and procedures regarding executive travel on DOT aircraft. The audit will focus on official trips taken since January 31, 2017. We plan to begin this audit shortly and will contact your audit liaison to schedule an entrance conference. We will conduct our work at DOT headquarters and other sites as needed.

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<sup>1</sup> OMB Circular No. A-126, *Improving the Management and Use of Government Aircraft*, May 22, 1992.

If you have any questions, please contact me or Nelda Z. Smith, Assistant Inspector General for Aviation Audits.

cc: The Deputy Secretary  
DOT Audit Liaison, M-1  
FAA Audit Liaison, AAE-100