

OFFICE OF INSPECTOR GENERAL

SPECIAL REVIEW

DHS Executive Travel Review



Homeland
Security

February 16, 2018
OIG-18-52



DHS OIG HIGHLIGHTS

DHS Executive Travel Review

February 16, 2018

Why We Did This Special Review

In light of the heightened public and congressional interest in the misuse of government-owned, government-leased, and chartered aircraft, the Department of Homeland Security (DHS) Office of Inspector General (OIG) conducted a special review of the use of government aircraft by the heads of the Department and several of DHS's operational components. DHS OIG's review also included a review of other-than-coach-class travel by this same group of senior officials.

What We Recommend

This report contains no recommendations.

For Further Information:

Contact our Office of Public Affairs at (202) 254-4100, or email us at DHS-OIG.OfficePublicAffairs@oig.dhs.gov

What We Found

We determined that each instance of the use of government aircraft by DHS's senior leaders during the time period of our review generally complied with relevant laws, rules, regulations, policies, and guidance.

With respect to DHS senior leaders' other-than-coach-class (OTCC) commercial air travel over the same time period, we determined that such travel generally qualified as allowable premium travel. We could not definitively determine, however, whether one trip taken by a former Deputy Secretary met all of the Department's criteria for allowable OTCC travel. We also identified two specific instances of non-compliance with the Department's internal request and approval processes for such travel; however, the related travel was properly justified, and the process deviations were quickly identified and corrected by the Department.



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Department of Homeland Security

Washington, DC 20528 / www.oig.dhs.gov

February 16, 2018

MEMORANDUM FOR: The Honorable Claire M. Grady
Under Secretary for Management
Department of Homeland Security

FROM: John V. Kelly 
Acting Inspector General

SUBJECT: DHS Executive Travel Review

Attached is our final special report, *DHS Executive Travel Review*. This report reflects work undertaken pursuant to our authorities and obligations under Section 2 of the *Inspector General Act of 1978*, as amended. Specifically, this work was performed for the purpose of promoting economy, efficiency, and effectiveness in the administration of, and preventing and detecting fraud and abuse in, the programs and operations of the Department of Homeland Security (DHS).

This report analyzes certain senior DHS officials' use of government aircraft and other-than-coach-class commercial air travel to assess the extent to which such travel was properly justified and authorized. The report makes no recommendations as our analysis concluded that the senior leaders' travel during the period of our review generally complied with relevant laws, rules, regulations, policies, and guidance. We did, however, identify several instances in which internal DHS processes were not followed.

Consistent with our responsibility under the *Inspector General Act of 1978*, as amended, we will provide copies of our report to congressional committees with oversight and appropriation responsibility over DHS. We will post the report on our website for public dissemination.

Please call me with any questions, or your staff may contact Drew Oosterbaan, Counsel to the Inspector General, or Diana Román Shaw, Director of the Special Reviews Group, at (202) 254-4100.

Attachment

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Background

In recent months, news reports have highlighted misuse of government-owned, government-leased, and/or chartered aircraft (collectively referred to herein as “government aircraft”) by senior government officials. In light of the heightened public and congressional interest in this issue, the Department of Homeland Security (DHS) Office of Inspector General (OIG) conducted a special review of the use of government aircraft by the heads of the Department and several of DHS’s operational components.¹ DHS OIG’s review also included a review of other-than-coach-class (OTCC) travel by this same group of senior officials.

Specifically, DHS OIG reviewed detailed travel and cost information for all flights on government aircraft and OTCC travel between January 1, 2016 and November 2, 2017 taken by individuals serving or acting in the following DHS leadership positions:

- a. DHS Secretary;
- b. DHS Deputy Secretary;
- c. ICE Director;
- d. CBP Commissioner;
- e. TSA Administrator;
- f. USSS Director;
- g. FEMA Administrator; and
- h. USCIS Director.

Based on the information provided to and reviewed by DHS OIG, we determined that each instance of the use of government aircraft by DHS’s senior leaders during this period was properly justified and complied with Federal policy and Departmental guidance. Regarding OTCC travel, we identified several specific instances of non-compliance with the Department’s internal approval process for such travel. In addition, we could not definitively determine whether another instance of OTCC travel satisfied all the requirements for such travel under Department policy. The following report details our findings.

¹ DHS OIG reviewed the following DHS components: U.S. Immigration and Customs Enforcement (ICE); U.S. Customs and Border Protection (CBP); Transportation Security Administration (TSA); U.S. Secret Service (USSS); Federal Emergency Management Agency (FEMA); and U.S. Citizenship and Immigration Services (USCIS).



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I. Rules Governing Use of Government Aircraft by DHS Officials

The Federal Travel Regulations (FTR) and Office of Management and Budget (OMB) Circular A-126 establish Federal policy for the management and use of government aircraft.² The circular states that government aircraft must be used only for “official purposes,” which may include:

- (1) Travel to meet mission requirements: “Mission requirements” are defined as activities that constitute the discharge of an agency’s official responsibilities. Examples include transportation of equipment, intelligence and counter-narcotics activities, search and rescue, and other such activities. Travel to give speeches, attend conferences or meetings, or to make routine site visits do not qualify as mission requirements.
- (2) Required use travel: Use of government aircraft for non-mission travel is permitted to meet *bona fide* communication and/or security needs, or exceptional scheduling requirements.
- (3) Other travel for the conduct of agency business: Use of government aircraft may be authorized for travel that does not meet the criteria under (1) or (2) above if: (a) no commercial aircraft is reasonably available to meet the traveler’s schedule requirements; or (b) the actual cost of using government aircraft is not more than the cost of using commercial aircraft.

Even if proposed travel falls within one of the categories above, the trip still must be authorized by the sponsoring agency in accordance with its travel policies and the approval policy set forth in OMB Circular A-126.³

Regarding required use travel by agency heads, OMB Circular A-126 states that an agency head must obtain prior written approval on a trip-by-trip basis

² The FTR is found in the Code of Federal Regulations (C.F.R.), Title 41, Chapters 300-304. OMB Circular A-126, *Improving the Management and Use of Government Aircraft* (May 22, 1992), defines government aircraft as any aircraft owned, leased, chartered, or rented and operated by an Executive Agency.

³ DHS Management Directive 0020.1, *Aviation Management and Safety*, delineates Department-level policy consistent with OMB Circular A-126. On September 29, 2017, OMB Director Mick Mulvaney issued Memorandum 17-32, *Travel on Government-Owned, Rented, Leased, or Chartered Aircraft*, to all heads of executive departments and agencies. The memorandum implemented a new process requiring approval by the White House Chief of Staff for all travel on government aircraft. However, full-time required use travelers (such as the DHS Secretary and Deputy Secretary) are exempted from this requirement.



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from the agency's senior legal official unless the President has determined that all travel by that agency head qualifies as required use travel. Consistent with this provision, in 2004 the President had granted blanket authorization to the DHS Secretary (S1) to use government aircraft for both official and unofficial (*i.e.*, personal) travel under the required use justification.⁴ Several rationales supported this decision, including that S1 requires instantaneous secure communications capability with the White House, the Department, and other agencies; S1 must be able to return to Washington or proceed to other destinations on an expedited basis; and S1 has a heightened need for security because of his/her official duties and public visibility.

In 2009, this blanket authorization was extended in part to the DHS Deputy Secretary (S2) pursuant to an FTR provision permitting the head of an agency to determine that all official travel by an individual holding a particular position qualifies as required use travel.⁵ The extension of the authorization to S2 was justified by the fact that S2's role often mirrors that of S1, requiring access to secure communications, the ability to travel on an expedited basis, and the need for heightened security. However, whereas S1 is authorized to use government aircraft for both official and unofficial travel, S2's authorization is limited to official travel. Similarly, the FEMA Administrator has been granted blanket authority under the required use justification to use government aircraft when responding to disasters.⁶

II. Use of Government Aircraft by DHS Officials During Review Period

A. S1 and S2 Travel

Between January 1, 2016 and November 2, 2017, the Department identified 106 instances in which S1 and S2 traveled using government aircraft. The cost of these trips totaled approximately \$2.9 million, split approximately evenly across the two administrations covered by the review period. The majority of the trips (69 of the 106) were made using U.S. Coast Guard (USCG) aircraft. Domestic trips ranged in cost from approximately \$330 to \$82,000. International trips ranged in cost from \$3,500 to \$133,750. A chart detailing

⁴ Presidential Memorandum for the Secretary of Homeland Security, *Use of Government Aircraft by the Secretary of Homeland Security* (March 3, 2004).

⁵ Memorandum for the DHS Secretary, *Designation of Travel by the Deputy Secretary as Required Use* (June 25, 2009), citing 41 C.F.R. § 301-10.262. After former Secretary Janet Napolitano left DHS in 2013, the DHS Office of General Counsel (OGC) adopted the practice of approving S2's travel on government aircraft on a trip-by-trip basis.

⁶ Memorandum from the DHS Secretary, *Use of Government Aircraft by the Administrator of the Federal Emergency Management Agency* (June 2, 2008).



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S1 and S2 travel on government aircraft during the relevant period can be found at Appendix A.

DHS OIG's review did not uncover any instances of misuse of government aircraft by S1 or S2. Of the 106 trips identified by the Department, 103 were taken for official purposes and, accordingly, were justified pursuant to the authorizations granted to S1 and S2 to use government aircraft for official travel.⁷ The three remaining trips — one taken in May 2016 by S1, and two taken in September and October 2017 by the Acting S1 — involved personal travel. Pursuant to the authorization granted by the President in 2004, S1 is permitted to use government aircraft for both official *and* unofficial travel.⁸ The cost for these trips totaled approximately \$80,000. S1 and the Acting S1 personally reimbursed the government the equivalent coach fare for each trip, as required under OMB Circular A-126.⁹

B. Component Head Travel

In most reported instances in which a DHS Component Head traveled on government aircraft during the relevant period, the Component Head was accompanying the President, S1, or S2. Of the six DHS components from which we requested cost data, three — ICE, USCIS, and USSS — reported that their respective Component Heads made no independent use of government aircraft (*i.e.*, use of such aircraft for travel not involving the President, S1, or S2). Three components reported independent use of government aircraft by their Component Heads — CBP, FEMA, and TSA. A chart detailing Component Head travel on government aircraft during the relevant period can be found at Appendix B.

CBP identified eleven instances in which the serving or acting Commissioner flew on government aircraft, eight of which involved independent use. According to the information provided by CBP, all but one of these independent-use trips fell into the first category of allowable travel outlined in OMB Circular A-126 — *i.e.*, travel to meet “mission requirements.” The one trip not falling within this category — the Acting Commissioner's trip to Aguadilla

⁷ Six of these trips involved use of government aircraft by S2 independent of S1. Per OGC's practice, OGC separately reviewed and approved each of these six trips on a trip-by-trip basis.

⁸ According to the FTR, required-use travel may include travel for official, personal, or political purposes. See 41 C.F.R. § 301-70.801(b). According to Department officials, past DHS Secretaries have traditionally used government aircraft for personal travel in accordance with the required use justification.

⁹ OMB Circular A-126 states that for required-use travel that is wholly personal or political, the government shall be reimbursed the full coach fare for the trip.



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and San Juan, Puerto Rico following Hurricane Maria — was properly justified as required use travel and, consistent with OMB guidance, was approved after-the-fact given the special emergency situation. The cost for this trip was approximately \$116,000.

FEMA identified eight instances in which its Administrator made independent use of government aircraft during the relevant period. Based on a review of the information FEMA provided for each of these trips, OIG determined that the travel was justified as required use travel per the authorization granted to the FEMA Administrator to use government aircraft when responding to disasters. The cost for these eight trips equaled approximately \$298,800.

Finally, TSA identified one instance in which its Administrator made independent use of a government aircraft during the relevant period. Based on a review of the information TSA provided for this trip, OIG determined that the travel was justified as “other travel for the conduct of agency business.” Specifically, upon arriving in San Juan, Puerto Rico in the aftermath of Hurricane Irma, the TSA Administrator, like many U.S. officials, was unable to reach certain locations affected by the hurricane via commercial aircraft. In response, FEMA coordinated the transport of government officials, including the TSA Administrator, to areas in and around Puerto Rico on U.S. Marine Corps aircraft.¹⁰

Based on its review of the information provided by the Department, DHS OIG did not identify any instances of misuse of government aircraft by a DHS Component Head.

III. Rules Governing Other-Than-Coach-Class Travel By DHS Officials

When traveling by commercial flight for official business, federal employees must exercise the care of a reasonably prudent person and consider the least expensive class of travel to meet their needs. Generally, this means flying in coach class. The FTR and Department guidance set forth the conditions under which other-than-coach-class (OTCC) — *i.e.*, first-class or business-class¹¹ — travel on commercial flights is permitted.

¹⁰ Cost data associated with the Administrator’s use of U.S. Marine Corps aircraft on this trip was not available at the time data was collected for this report.

¹¹ First class is the highest class of accommodation offered by the airline in terms of cost and amenities. Business class is a class of accommodation offered by airlines that is higher than coach and lower than first class, in both cost and amenities. 41 C.F.R. § 301-10.121(a)-(b). Collectively, first-class and business-class travel is often referred to as “premium travel.”



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Department employees traveling on official business may purchase an OTCC fare under the following limited circumstances:

- (1) No lower class accommodations are available to depart or arrive within 24 hours of the proposed departure and arrival times;
- (2) Use of OTCC travel is necessary to accommodate a disability; or
 - (a) The disability must be substantiated in writing by a competent medical authority and certified annually unless the disability is permanent.
- (3) When exceptional security circumstances require OTCC travel.¹²

Business-class travel may also be authorized under the following additional circumstances:

- (1) The highest ranking official at the component determines the use of business class is mission critical;
- (2) When coach-class accommodations on a foreign air carrier do not provide adequate sanitation or health standards;
- (3) The use results in an overall cost savings to the Government by avoiding additional per diem costs, overtime, or lost productive times; or
- (4) When the origin or destination is outside the Continental United States, the scheduled flight time is in excess of 14 hours, no rest stop is taken, and the traveler reports directly to work without the opportunity to obtain a night's rest ("14-hour rule").¹³

Both the FTR and Department policy require prior authorization before use of OTCC travel on commercial flights.¹⁴ Per OMB instructions issued in January 2008, all OTCC travel requests by executive branch personnel (including senior

¹² 41 C.F.R. § 301-10.123(a)-(b); *DHS Financial Management and Policy Manual*, Chapter 6 (September 30, 2014).

¹³ *Id.* While The FTR permits travel under the 14-hour rule if the traveler reports to work the following day or sooner, the Department has adopted the narrower requirement that the traveler report directly to work upon arrival.

¹⁴ 41 CFR § 301-2.5(a); *DHS Financial Management and Policy Manual*, Chapter 6 (September 30, 2014).



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leadership) must be approved by an individual at least at the same level as the traveler or by an office designated to approve OTCC class travel.¹⁵ Per the implementing Department guidance, first-class travel by a DHS employee must be approved in advance and in writing by S1; business-class travel by the Component Heads must be pre-approved by the DHS Under Secretary for Management (USM).¹⁶

IV. OTCC Travel by DHS Officials During Review Period

For the relevant time period, the Department identified 17 trips involving OTCC travel taken by DHS senior leaders (*i.e.*, S1, S2, and the Component Heads subject to this review). In all but one instance, DHS OIG determined that the OTCC travel fell within one of the approved categories for premium travel. We could not definitively determine, however, whether one trip — taken by former Deputy Secretary Alejandro Mayorkas — met all the Department’s criteria for allowable OTCC travel. Additionally, we identified two instances of Component Head OTCC travel that did not comply with all aspects of the Department’s OTCC travel request and approval processes. A chart detailing OTCC travel by S1, S2, and the relevant Component Heads during the review period can be found at Appendix C.

A. S1 and S2 Travel

Based on the information provided by the Department, it appears that only one individual serving or acting in the S1 or S2 position made use of OTCC travel during the relevant time period. Specifically, Deputy Secretary Alejandro Mayorkas sought and received approval for business-class travel to and from Tel Aviv in June 2016. This trip cost approximately \$10,000.

According to records provided by the Department, this OTCC travel was justified under the 14-hour rule. While the supporting documentation for the trip establishes that each leg of the roundtrip flight exceeded 14 hours, the records do not indicate whether Mayorkas reported directly to work upon arrival at his destination. Without this information, DHS OIG cannot definitively determine whether the trip met all the requirements for OTCC travel under the FTR and DHS policy.¹⁷ Nevertheless, the DHS Office of Financial Operations (OFO-Travel) issued a memorandum on June 16, 2016

¹⁵ OMB Memorandum 08-07, *Use of Premium Class Travel*.

¹⁶ *DHS Financial Management and Policy Manual*, Chapter 6, September 30, 2014.

¹⁷ *DHS Financial Management and Policy Manual*, Chapter 6 (September 30, 2014).



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recommending that the USM approve the request, noting the requirement that the traveler report directly to work upon arrival.¹⁸ Accordingly, the Department's approval of Mayorkas's OTCC travel appears to have been properly conditioned on satisfaction of each of the 14-hour rule's criteria.

B. Component Head OTCC

The information provided by the Department to DHS OIG indicates that the FEMA Administrator, USSS Director, and USCIS Director did not travel for official business on an OTCC fare during the relevant time period. OTCC travel was identified for individuals serving or acting in the roles of TSA Administrator, CBP Commissioner, and ICE Director. While all Component Head OTCC travel appears to have been properly justified, our review identified several instances of non-compliance with the Department's request and approval processes.

i. Travel by the TSA Administrator

During the relevant period, former Administrator Peter Neffenger took four trips that included OTCC travel. The cost for these trips totaled \$41,894. Based on a review of the trip details provided by TSA, DHS OIG determined that each instance of OTCC travel fell within one of the approved categories under the FTR and Department guidance. Specifically, for three of the four trips, Neffenger properly documented a medical condition justifying business-class travel. The fourth trip involved travel from Washington, DC to Seoul, Korea via New York City. For the first leg of this trip, TSA was informed by the travel booking agency that a business-class ticket was less expensive than a coach-class ticket. The scheduled flight time for the second leg of the trip exceeded 14 hours and Neffenger was scheduled to work the day of his arrival. Accordingly, use of OTCC travel for both legs of this trip was appropriate under the FTR and Department guidance.

DHS OIG found, however, that former Administrator Neffenger failed to obtain USM pre-approval for two of the four trips referenced above, as required by OMB and Department guidance. Rather, Neffenger sought approval for the trips from the TSA Deputy Administrator and Chief Financial Officer. This error was discovered by TSA during an internal control process review and quickly

¹⁸ The memo states: "OFO-Travel recommends approval for business class travel based [on] FMPM guidelines specifying that in addition to meeting the 14 hour flight time with no rest stops, the travelers must also be reporting directly to work without the equivalent of a nights [sic] rest."



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corrected. Specifically, TSA updated its policy on Premium Class Travel, and Neffenger sought approval from the USM for all future business-class flights.

ii. *Travel by the CBP Commissioner*

During the relevant period, former Commissioner Gil Kerlikowske took eight trips involving OTCC travel. The cost for these trips totaled \$58,346. Based on a review of the trip details provided by CBP, DHS OIG determined that each instance of OTCC travel fell within one of the approved categories under the FTR and Department guidance. Specifically, each of the eight trips was properly authorized under the certified medical exception for OTCC travel. In each instance, Commissioner Kerlikowske sought advance approval from the USM for the trip, and provided written justification in support of his request.

However, for his first two trips, the Commissioner submitted out-of-date medical documentation along with his request to the USM. CBP became aware of this oversight and quickly corrected the issue. After obtaining current documentation from a medical authority, the Commissioner submitted a new request to the USM (with his updated documentation attached) seeking blanket approval to fly business class for all future international flights longer than six hours. The USM approved the request.

iii. *Travel by the ICE Director*

ICE identified four instances of OTCC travel by individuals serving or acting in the role of Director during the relevant period. Each instance of OTCC travel, however, was at zero cost to the government — the travelers purchased coach-class tickets and used personal frequent flyer miles or airline status to obtain upgrades. The FTR permits upgrades to OTCC seats at personal expense, including through the redemption of frequent flyer benefits.¹⁹

V. Conclusion

Based on our review of the information provided by the Department, DHS OIG determined that DHS senior leaders' use of government aircraft and OTCC travel during the period of our review generally complied with relevant laws, rules, regulations, policies, and guidance. In one instance, however, we could not definitively determine whether the OTCC travel satisfied all the requirements for such travel under Department policy. We also identified several instances in which the Department's request and approval processes

¹⁹ Note to 41 C.F.R. § 301-10.123.



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for OTCC travel were deviated from; however, the related travel was proper pursuant to the FTR and Department guidance, and the process deviations were quickly identified and corrected by the components.



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Appendix A

Table of Travel on Government Aircraft by S1 and S2

<i>S1 and S2 Travel on Government Aircraft</i>			
Title	Dates	Destination	Cost ²⁰
S1	1/8/2016	San Jose, CA	\$59,234
S1	1/13/2016	Detroit, MI	\$15,232
S1	1/14/2016	Guatemala City, Guatemala	\$0
S1	1/15/2016	Boston, MA	\$16,425
S1	1/20/2016	Miami, FL	\$26,109
S1	1/25/2016-1/26/2016	Atlanta, GA & Birmingham, AL	\$21,249
S1	2/3/2016-2/4/2016	Mountain View, CA; San Diego, CA; El Paso, TX	\$65,669
S1	2/6/2016	Miami, FL	\$26,117
S1	2/20/2016	Laredo, TX	\$38,780
S2	2/23/2016-2/26/2016	Mexico City, Mexico & New Orleans, LA	\$53,126
S1	2/29/2016-3/4/2016	Turkey & Belgium	\$0
S1	3/9/2016	Louisville, KY	\$15,926
S1	3/17/2016	Baltimore, MD	\$20,216
S1	3/21/2016	Boston, MA	\$15,118
S1	3/29/2016-3/31/2016	San Diego, CA; Los Angeles & Ontario, CA; Phoenix, AZ; Tucson, AZ	\$82,071
S1	4/5/2016	Miami, FL	\$24,842
S2	4/6/2016-4/10/2016	McAllen & Dallas, TX; Los Angeles, CA	\$43,019
S1	4/21/2016	West Point, NY	\$28,244
S1	4/22/2016	El Paso, TX	\$44,231
S1	4/27/2016	Newark, NJ	\$20,811
S1	5/3/2016	Philadelphia, PA	\$0
S1	5/8/2016	Pittsburg, PA	\$10,906
S1	5/11/2016-5/12/2016	Mountain View & Ontario, CA	\$71,496
S1	5/14/2016	Nashville, TN	\$16,965
S2	5/15/2016-5/17/2016	Havana, Cuba	\$65,437
S1	5/18/2016	White Plains, NY & Groton, CT	\$0
S1	5/19/2016-5/20/2016	El Salvador & Honduras	\$56,349
S1	5/28/2016	Waterloo, IA & Teterboro, NJ	\$35,787
S1	6/5/2016	Boston, MA	\$18,783
S1	6/10/2016-6/12/2016	New York, NY & Montclair, NJ	\$24,973
S1	6/13/2016-6/14/2016	New York, NY	\$0

²⁰ Cost figures reflect the primary transportation cost. Trips totaling \$0 did not incur any cost to the Secretary's travel budget, such as flights aboard Air Force One.



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<i>S1 and S2 Travel on Government Aircraft</i>			
Title	Dates	Destination	Cost ²⁰
S1	6/29/2016	Ottawa, Canada	\$0
S1	7/2/2016-7/3/2016	Teterboro, NJ & Martha's Vineyard, MA	\$22,418
S1	7/15/2016	Cleveland, OH	\$10,906
S1	7/22/2016-7/24/2016	Philadelphia, PA	\$24,676
S1	7/26/2016-7/28/2016	Aspen, CO	\$40,595
S1	8/10/2016	Detroit, MI	\$23,024
S1	8/18/2016	Baton Rouge, LA	\$35,142
S1	8/25/2016	Atlanta, GA	\$23,982
S1	9/3/2016	Chicago, IL	\$18,177
S1	9/8/2016-9/9/2016	Raleigh Durham, NC	\$16,965
S1	9/12/2016	Orlando, FL	\$21,207
S1	9/14/2016	Cincinnati, OH	\$15,753
S1	9/22/2016	Washington, DC	\$16,965
S1	9/29/2016	Tampa, FL	\$24,842
S1	10/10/2016-10/12/2016	Mexico City, Mexico & McAllen, TX	\$56,190
S1	10/19/2016-10/23/2016	Rome, Italy	\$122,534
S1	10/27/2016	Ottawa, Canada	\$19,953
S1	11/4/2016	New Jersey	\$3,278
S1	11/24/2016	Groton, CT	\$20,965
S1	12/16/2016	New Jersey	\$0
S1	1/27/2017	Miami, FL	\$32,115
S1	1/31/2017-2/1/2017	McAllen, TX	\$45,383
S1	2/9/2017-2/10/2017	Nogales, AZ & San Diego, CA	\$64,951
S1	2/16/2017-2/18/2017	Munich, Germany	\$119,474
S1	2/21/2017-2/23/2017	Guatemala City, Guatemala & Mexico City, Mexico	\$3,500
S1	3/4/2017	Palm Beach, FL	\$26,767
S1	3/7/2017	Dallas, TX	\$32,139
S1	3/10/2017	Ottawa, Canada	\$17,097
S1	3/27/2017	Detroit, MI	\$16,279
S1	3/30/2017-4/1/2017	Seattle, WA	\$56,796
S1	4/12/2017-4/13/2017	Tampa, FL	\$25,289
S1	4/20/2017-4/21/2017	El Paso, TX & San Diego, CA	\$62,345
S1	4/27/2017	New York, NY	\$10,486
S1	4/28/2017	Chicago, IL	\$19,121
S1	5/1/2017	Boston, MA	\$16,072
S1	5/4/2017	Aqaba, Jordan	\$0
S1	5/7/2017-5/9/2017	Jeddah, Saudi Arabia	\$0
S1	5/16/2017	Chicago, IL	\$14,988
S1	5/16/2017-5/17/2017	New London, CT	\$10,900



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<i>S1 and S2 Travel on Government Aircraft</i>			
Title	Dates	Destination	Cost ²⁰
S1	5/25/2017-5/26/2017	New York, NY	\$13,605
S1	5/30/2017	Brunswick, GA	\$9,538
S1	5/31/2017	Port-au-Prince, Haiti	\$24,525
S1	5/31/2017	Miami, FL	\$12,644
S1	6/2/2017	Key West, FL	\$19,345
S2	6/7/2017-6/9/2017	Nogales, Tucson, Phoenix, AZ	\$51,348
S1	6/9/2017	Norfolk, VA	\$916
S2	6/13/2017-6/17/2017	Sicily, Italy & Malta	\$118,531
S1	6/14/2017-6/16/2017	Miami, FL	\$54,391
S1	6/21/2017	Bluemont, VA	\$329
S1	6/25/2017-6/27/2017	Ottawa, Canada	\$14,920
S2	6/29/2017-6/30/2017	Buffalo, NY & Burlington, VT	\$26,725
S1	7/5/2017-7/7/2017	Mexico City, Mexico	\$133,750
S1	7/13/2017	Providence, RI	\$7,402
S1	7/17/2017-7/20/2017	Aspen, CO	\$32,140
S1	7/20/2017	Long Beach, CA	\$32,105
S1	7/28/2017	Return to Washington, DC	\$29,733
Acting S1	7/31/2017-8/1/2017	San Francisco, CA	\$65,179
Acting S1	8/7/2017	Nashville, TN	\$18,921
Acting S1	8/18/2017	Thurmond, MD	\$0
Acting S1	8/22/2017	Yuma, AZ	\$51,839
Acting S1	8/29/2017	Corpus Christi & Austin, TX	\$0
Acting S1	8/31/2017	Corpus Christi & Victoria, TX	\$0
Acting S1	9/2/2017	Houston, TX & Lake Charles, LA	\$0
Acting S1	9/6/2017	Houston & Beaumont, TX	\$35,217
Acting S1	9/8/2017-9/9/2017	Thurmont, MD	\$0
Acting S1	9/14/2017	Fort Myers & Naples, FL	\$0
Acting S1	9/20/2017-9/21/2017	Marathon & Miami, FL; Houston & Rockport, TX	\$64,962
Acting S1	9/22/2017	Morristown, NJ	\$10,529
Acting S1	9/29/2017	San Juan, Puerto Rico	\$0
Acting S1	9/29/2017-10/1/2017	Cleveland, OH	\$18,507
Acting S1	10/3/2017	San Juan, Puerto Rico	\$0
Acting S1	10/6/2017-10/9/2017	Kansas City, MO	\$25,833
Acting S1	10/12/2017	San Juan & Ponce, Puerto Rico	TBD
Acting S1	10/17/2017-10/21/2017	London, U.K. & Naples, Italy	\$0
Acting S1	11/2/2017	San Juan, Puerto Rico	TBD
TOTAL: \$2,881,323			



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Appendix B

Table of Component Leadership's Travel on Government Aircraft

<i>Component Leadership's Travel on Government Aircraft</i>				
Title of Traveler	Dates	Destination	Description	Cost
<i>CBP</i>				
Commissioner	1/22/2016	El Paso, TX	Mission Requirements	\$ 5,179
Commissioner	2/6/2016	San Francisco	Mission Requirements	\$ 5,692
Commissioner	4/22/2016	Return from El Paso, TX	Travel with S1	N/A
Acting Commissioner	5/4/2017 -5/7/2017	Jordan & Saudi Arabia	Travel with S1	N/A
Acting Commissioner	5/25/2017	Bismarck, ND	Mission Requirements	\$ 45,532
Acting Commissioner	8/21/2017	Yuma, AZ	Travel with the President and Acting S1	N/A
Acting Commissioner	8/22/2017	El Centro, CA	Mission Requirements	\$ 40,979
Acting Commissioner	9/2/2017	Houston, TX	Mission Requirements	\$ 20,489
Acting Commissioner	10/4/2017	Marathon, FL	Mission Requirements	\$ 15,292
Acting Commissioner	10/5/2017	Aguadilla & San Jan, Puerto Rico	Required Use	\$115,700
Acting Commissioner	10/5/2017	U.S. Virgin Islands & Puerto Rico	Mission Requirements	\$ 23,904
<i>TSA</i>				
Administrator	7/15/2016	Cleveland, OH	Travel with S1	N/A
Administrator	9/14/2017 -9/16/2017	Areas in/around Puerto Rico	Other Travel for Agency Business	--
Administrator	9/29/2017	San Juan, Puerto Rico	Travel with the Acting S1	N/A
<i>ICE</i>				
Acting Director	1/31/2017 -2/1/2017	McAllen, TX	Travel with S1	N/A
Acting Director	6/14/2017 -6/16/2017	Miami, FL	Travel with S1	N/A



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Component Leadership's Travel on Government Aircraft				
Title of Traveler	Dates	Destination	Description	Cost
Acting Director	7/28/2017	Brentwood, NY	Travel with the President	N/A
Acting Director	8/16/2017 -8/17/2017	Miami, FL	Travel with the Attorney General	N/A
Acting Director	8/22/2017	Yuma, AZ	Travel with the President and Acting S1	N/A
USSS				
Director	1/14/2016 -1/15/2016	Guatemala City, Guatemala	Travel with the Vice President	N/A
Director	3/11/2016	Point Mugu, CA	Travel with the First Lady	N/A
Director	3/20/2016 -3/23/2016	Havana, Cuba	Travel with the President	N/A
Director	7/15/2016	Cleveland, OH	Travel with S1	N/A
Director	7/22/2016	Philadelphia, PA	Travel with S1	N/A
Director	9/29/2016 -9/30/2016	Tel Aviv, Israel	Travel with the President	N/A
Director	11/14/2016 -11/18/2016	Athens, Greece; Berlin, Germany; Azores, Portugal; Lima, Peru	Travel with the President	N/A
Director	8/2/2017 -8/4/2017	Huntington, WV	Travel with the President	N/A
Director	8/29/2017	Austin & Corpus Christi, TX	Travel with the President	N/A
Director	9/13/2017 -9/14/2017	Fort Myers & Naples, FL	Travel with the President	N/A
Director	10/2/2017 -10/3/2017	San Juan, Puerto Rico	Travel with the President	N/A
USCIS				
Director	1/13/2016	Detroit, MI	Travel with S1	N/A
Director	2/29/2016 -3/4/2016	Turkey & Belgium	Travel with S1	N/A
FEMA				
Administrator	3/17/2016	Baton Rouge, LA	Flood Disaster Response	\$29,956
Administrator	6/29/2016	Charleston, WV	Flood Disaster Response	\$ 9,131
Administrator	8/16/2016	Gainesville, FL & Baton Rouge, LA	Flood Disaster Response	\$36,427



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Component Leadership's Travel on Government Aircraft				
Title of Traveler	Dates	Destination	Description	Cost
Acting Administrator	1/26/2017	Albany, GA & Laurel, MS	Tornado Disaster Response	\$26,771
Administrator	9/1/2017 - 9/2/2017	Houston & Austin, TX	Hurricane Harvey Response	\$47,624
Administrator	9/12/2017-9/14/2017	Saint Thomas, U.S. Virgin Islands; San Juan, Puerto Rico; Fort Myers, FL	Hurricane Irma Response	\$59,135
Administrator	9/25/2017	Saint Croix, U.S. Virgin Islands & San Juan, Puerto Rico	Hurricane Maria Response	\$48,376
Administrator	10/2/2017 -10/3/2017	San Juan, Puerto Rico	Hurricane Maria Response	\$44,354



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Appendix C

Table of Other-Than-Coach-Class Travel

Other-Than-Coach-Class Travel					
Title of Traveler	Dates	Destination	Class of Travel	Justification	Cost
<i>Headquarters</i>					
Deputy Secretary	6/18/2016 -6/22/2016	Tel Aviv, Israel	Business	14 Hours+	\$10,034
<i>CBP</i>					
Commissioner	2/6/2016	San Francisco (return from Peru)	Business	Medical	\$ 2,074
Commissioner	4/21/2016	El Paso, TX	Business	Medical	\$ 782
Commissioner	5/21/2016 -5/27/2016	Ukraine, Poland, and Bulgaria	Business	Medical	\$ 9,582
Commissioner	6/25/2016 -7/2/2016	Singapore and the Republic of Korea	Business	Medical	\$11,972
Commissioner	7/12/2016 -7/16/2016	Brussels, Belgium	Business	Medical	\$12,359
Commissioner	7/26/2016	Mexico City, Mexico	Business	Medical	\$ 700
Commissioner	10/22/2016 10/29/2016	Ghana and South Africa	Business	Medical	\$10,921
Commissioner	1/11/2017 -1/14/2017	London, England	Business	Medical	\$ 9,956
<i>TSA</i>					
Administrator	1/8/2016 -1/16/2016	New York, NY; Seoul, Korea; Singapore; Tokyo, Japan	Business	14 Hours+ & Lower cost ²¹	\$9,670
Administrator	3/21/2016 -3/23/2016	Brussels, Belgium	Business & First	Medical & Security	\$6,747

²¹ The lower cost justification pertains to the first leg of the trip to New York, NY.



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Other-Than-Coach-Class Travel					
Title of Traveler	Dates	Destination	Class of Travel	Justification	Cost
Administrator	10/21/16-10/30/16	Tokyo, Japan; Kuala Lumpur, Malaysia; Singapore; San Francisco, CA	Business	Medical	\$14,464
Administrator	11/9/2016-11/16/2016	London, England; Amsterdam, Netherlands; Tel Aviv, Israel	Business	Medical	\$11,013
<i>ICE</i>					
Director	5/1/2016-5/8/2016	Honolulu, HI	First	No Cost Upgrade	\$0
Director	8/4/2016-8/7/2016	McAllen and Corpus Christi, TX	First	No Cost Upgrade	\$0
Director	10/21/2016	Philadelphia, PA	First	No Cost Upgrade	\$0
Acting Director	9/24/2017-9/29/2017	Burlington, VT; New York	First	No Cost Upgrade	\$0
<i>FEMA</i>					
No Reported Other-Than-Coach Travel					
<i>USSS</i>					
No Reported Other-Than-Coach Travel					
<i>USCIS</i>					
No Reported Other-Than-Coach Travel					



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Appendix D **Report Distribution**

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