



Accounting and Information
Management Division

B-271546

April 1, 1996

The Honorable Carl Levin
Ranking Minority Member
Subcommittee on Oversight of Government
Management and the District of Columbia
Committee on Governmental Affairs
United States Senate

Dear Senator Levin:

On March 8, 1996, we testified before the Subcommittee on Oversight of Government Management and the District of Columbia, Senate Committee on Governmental Affairs, regarding governmentwide travel management.¹ At that time, you asked us to provide a list of the 25 agencies who, in response to our survey of civilian agency temporary duty (TDY) travel practices, reported that they had recently revised their travel processes. In addition, you asked us to separate these 25 agencies into two lists—those who reported that they had analyzed their TDY travel processes for systems supporting travel operations and those who said they had not. This letter responds to your request.

The information presented below resulted from our survey of 70 executive branch civilian agencies (who represented 92 percent of total travel obligations for executive branch agencies for fiscal year 1994). We received responses from 64 of these agencies (a 91-percent response rate). We did not independently validate the agencies' responses. However, we reviewed all questionnaires and contacted agency personnel when additional information or clarification was necessary.

To compile the information that you requested, we cross-referenced the reported responses from two survey questions. The first question asked whether the agency had recently revised its TDY travel process. The second question asked whether the agency had analyzed the TDY travel process for any of the systems (automated and manual) that were used to support travel operations in fiscal year 1995.

¹Governmentwide Travel Management: Federal Agencies Have Opportunities for Streamlining and Improving Their Travel Practices (GAO/T-AIMD-96-60, Mar. 8, 1996).

The following 11 agencies reported that they had recently revised their travel processes and had also analyzed the processes for systems supporting travel operations:

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1. Department of Commerce -- International Trade Administration
 2. Department of Justice -- Drug Enforcement Administration
 3. Department of State
 4. Department of Transportation -- Coast Guard
 5. Department of the Interior -- Bureau of Land Management
 6. Department of the Interior -- National Park Service
 7. Department of the Interior -- U.S. Fish and Wildlife Service
 8. Department of the Interior -- U.S. Geological Survey
 9. General Services Administration
 10. Office of Personnel Management
 11. Federal Deposit Insurance Corporation
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The following 14 agencies reported that they had recently revised their TDY travel processes but had not analyzed the processes for systems supporting travel operations:

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1. U. S. Department of Agriculture -- Farm Service Agency
 2. U. S. Department of Agriculture -- Food Safety Inspection Service
 3. U. S. Department of Agriculture -- Rural Housing and Community Development Service
 4. Department of Commerce -- National Oceanic Atmospheric Administration
 5. Department of Education -- Departmental Management
 6. Department of Health and Human Services -- Indian Health Service
 7. Department of Justice -- Immigration and Naturalization Service
 8. Department of Veterans Affairs -- Departmental Administration
 9. Department of the Treasury -- Internal Revenue Service
 10. Agency for International Development
 11. National Credit Union Administration
 12. U.S. Nuclear Regulatory Commission
 13. Tennessee Valley Authority
 14. Social Security Administration
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We conducted the underlying work for this letter between May 1995 and March 1996 in accordance with generally accepted government auditing standards.

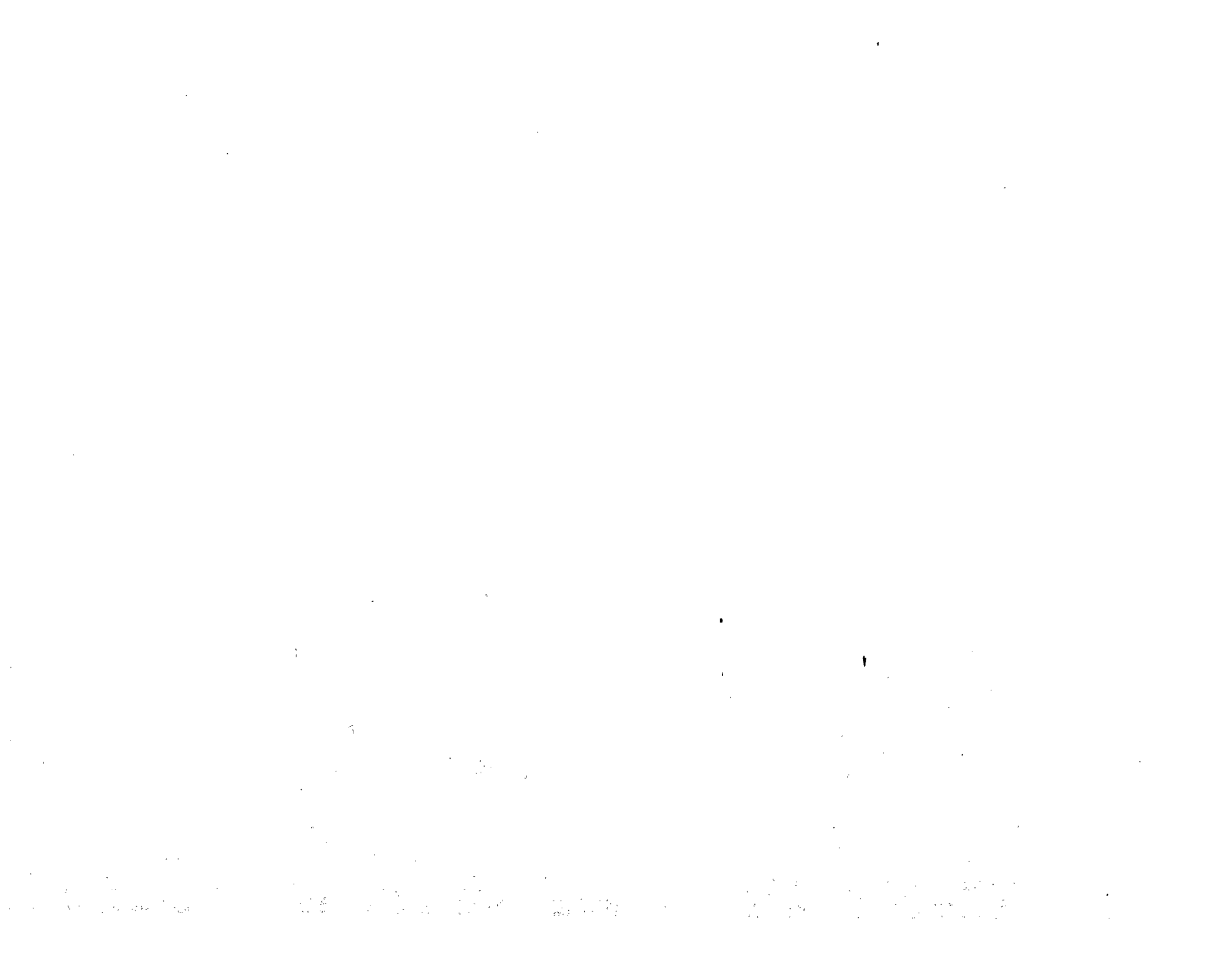
We are sending a copy of this letter to the Chairman, Subcommittee on Oversight of Government Management and the District of Columbia, Senate Committee on Governmental Affairs. We will also send copies to other interested parties upon request. If you or your staff have any other questions regarding this information, please contact me at (202) 512-6406 or Edith Pyles, Assistant Director, at (202) 512-9582.

Sincerely yours,

A handwritten signature in black ink, appearing to read "C. Hoenig", with a horizontal line underneath.

Christopher Hoenig
Director, Information Resources Management/
Policies and Issues

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