Fiscal Year 2009 First-Class Travel Report REPORTING PERIOD: October 1, 2008 through September 30, 2009 AGENCY: National Archives And Records Administration NEGATIVE REPORT

			DEPARTURE	FIRST-	CPP	COMPARABLE	CODES (R	EFER TO ATTA	CHED CHART)
	ORIGIN	DESTINATION	DATE	CLASS	YCA (COACH-CLASS	MODE OF	PURPOSE	1
TRAVELER	(City, State or City, Country)	(City, State of City, Country)	(mm/dd/year)	FARE	FARE	FARE	TRAVEL	OF TRAVEL	JUSTIFICATION
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9/18/2009

Fiscal Year 2010 Negative First Class Travel Report

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION

Enter the Agency's Address: 8601 Adelphi Road College Park, MD

Enter a Point of Contact: Wong Proctor Enter their Phone Number: (301) 837-0962

Enter their Email Address: wong.proctor@nara.gov

REPORTING PERIOD: October 1, 2009 - September 30, 2010

This agency has no reportable First-Class travel accommodations during in Fiscal Year 2010.

GSA Travel

GSA Travel Reporting Tool

User: Wong Proctor Logout

SFTR PCTR	Reports Tools Help
Prem Class Travel	Premium Class Travel Data: National Archives and Records Administration
Org List	
Agency Status	Data Status Status of FY 2011 Data for this organization is:
Data Form	Incomplete 🏶 complete 🔿 no data to report 🔾
Data Import	Premium Class Travel Data Entry
Fiscal Year:	Agencies must report any and all instances of other than coach-class transportation (OTCC) accommodations paid for by the government. The includes reporting OTTC accommodations as part of a multi-leg or multi-segmented trip that was paid for by the government. For multi-leg of multi-segmented trips, GSA requires agencies to separate and report on each individual leg or segment that was OTTC. Legs or segments the are not premium-class accommodations should not be reported. For additional information please refer to www.gsa.gov/pctr.
2011	 Use this form to report all segments of QTTC. For multi segmented QTTC accommodations enter each segment separately, do not combine segments or costs. Place cursor over a small question mark icon (*) for additional information about each data element.
	 Data entry errors will be indicated by an exclamation icon () in place of the question mark. Place cursor over exclamation icon for details about the error. All fields except Agency Trip ID are mandatory (indicated by grange colored headings). Required values must be entered before the record may be saved. Purpose codes: identify the reason for the travel.
	 Exception codes: Identify the class of transportation accommodation (business class or first-class); the mode of transportation (air, train, ship, bus) and the justification OTTC accommodations. Select the appropriate codes using the drop down box. Once you have completed the data entry for fiscal year, toggle the status at the top of the page to "complete".
	Click on the blue help icon above () to hide these instructions.
	Agency Travel Exc. Prps. Prem. Coach Trip ID Traveler Name Origin Dest. Date Code Code Fare Fare

Traveler Name	Origin	Destination	Travel Date	Exc. Code	Prps. Code	Prem. Fare	Coach Fare
BELLARDO, LEWIS	San Jose, CR	Panama City, PAN	3/26/2011	В9	EMG	\$ 1637	\$ 129 5
Showing 1 to 1 of 1 ent	ries						

URL: https://gsa.inl.gov/travel/ Contact: Patrick O'Grady

Execution time: ~0.234 seconds

General Services Administration Office of Governmentwide Policy

GSA Travel

GSA Travel Reporting Tool

heir Bong Capalia Logout

Prem Class	Travel	Premiur	n Class	Travel	Data: N	at
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SFTR	PCTR	TRIP	Reports	Tools	Help	

Premium Class Travel Data: National Archives and Records Administration

Org List

Status updated

Agency Status

Data Form

Data Status

Data Import

Status of FY 2012 Data for this organization is:

incomplete 🖟 complete 🖲

Fiscal Year:

2012

Premium Class Travel Data Entry

Agencies must report any and all instances of other than coach-class transportation (OTCC) accommodations paid for by the government. This includes reporting OTTC accommodations as part of a multi-leg or multi-segmented trip that was paid for by the government. For multi-leg or multi-segmented trips, GSA requires agencies to separate and report on each individual leg or segment that was OTTC. Legs or segments that are not premium-class accommodations should not be reported. For additional information please refer to www.gsa.gov/pctr.

- . Use this form to report all segments of OTTC. For multi segmented OTTC accommodations enter each segment separately, do not combine segments or costs.
- Place cursor over a small question mark icon () for additional information about each data element.
- Data entry errors will be indicated by an exclamation icon (* "ha") in place of the question mark: Place cursor over exclamation icon for details about the error.
- All fields except Agency Trip ID are mandatory (indicated by drainge colored headings). Required values must be entered before the record may be saved;
- Purpose codes: identify the reason for the travel.
- Exception codes: identify the class of transportation accommodation (business class or first-class); the mode of transportation (air; train, ship, bus) and the justification for OTTC accommodations. Select the appropriate codes using the drop down box.
- Once you have completed the data entry for fiscal year, toggie the status at the top of the page to "complete",

Please see the Frequently Asked Ouestions page under the "Help" tab for additional guidance and responses to common questions.

Click on the icon above () to hide these instructions.

You can't edit this organization's data because the FY 2012 data status has been set to "complete" or "no data to report".

	•			Search:					
Traveler Name	Origin	Destination	Travel Date	Exc. Code	Prps. Code	Prem. Fare	Coach Fare		
BELLARDO, LEWIS	SYDNEY, AUSTRALIA	DALLAS,TX	9/20/12	86	SPC	\$ 5,610	\$ 3,011		
BELLARDO, LEWIS	DALLAS,TX	BRISBAINE, AUSTRALIA	8/15/12	86	SPC	\$ 5,430	\$ 3,011	а	

GSA Travel

GSA Travel Reporting Tool

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Prem Class Travel	Premium Class Travel Data: National Archives and Records A	dministration							
deg List	Status updated								
Agency Status	oratus upuateu								
Date Form	Data Status								
Data Import	Status of FY 2013 Data for this organization is:	a report ?							
	Status updated by <u>Wang Proctor</u> on 10/28/13								
Fiscal Year:	Premium Class Travel Data Entry								
2013 - 1	Agencies must report any and all instances of other than coach-class transportation (OTCC) accommodations as part of a multi-leg or multi-segmented trip that was leg or multi-segmented trip. GSA requires agencies to separate and report on each individual leg or segments that are not premium-class accommodations should not be reported. For additional informations are segments that are not premium-class accommodations should not be reported.	paid for by the government. For multi segment that was DTTC, Legs or							
	Use this form to report all segments of OTIC. For multi-segmented OTIC accommodations enter each segment separately, do not combine segments or costs.								
	👻 Stack Gursof over a small question mark icon (4) for additional information about each data element. Total eithry errors will be indicated by an exclamation icon (3) in place of the question mark. Plack cursor over exclamation icon for details about the error,								
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	You can't edit this organization's data because the FY 2013 data status have "no data to report".	s been set to "complete"							
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3	Traveler Name Origin Destination Date Code	Prps. Prem. Coach Code Fare Fare							
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	Showing 0 to 0 of 0 entries								
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