

Gainsharing Clarification

11/29/11

Travel arrangements for NWS employees will be made through the Travel Management Center (TMC). Employees who obtain a nonrefundable, non-contract fare are eligible for the travel savings program only after first considering a city-pair fare where available. Savings will be measured against the lowest city-pair fare (YCA or _CA) available at the time of ticketing. If there is no city-pair fare available, then the lowest available non-restricted coach fare available at the time of ticketing will be used as the basis for measurement of the savings.

In the event of an unanticipated change/cancellation in schedule made for official reasons, or necessitated by circumstances beyond the employees control, or of an emergency nature, the government is responsible for all cost associated with the ticket, and the approving official must specifically authorize these costs on either an amended travel authorization or on the travel voucher. In the event of a change/cancellation in schedule made for the personal preference of the employee, the employee is responsible for all cost associated with the ticket.