



United States Department of the Interior

FISH AND WILDLIFE SERVICE
Washington, D. C. 20240



April 6, 2017

In Reply Refer To:
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To: Service Directorate

From: Acting Assistant Director and Chief Financial Officer - Business Management and Operations

Subject: Use of Personal Vehicle when Multiple Travelers are Designated to Share a Government or Rental Vehicle

The Department of Interior (DOI), Office of Financial Management (PFM), has issued Financial Management Memorandum (FMM) 2017-002 on reimbursement for passengers who choose to drive their privately-owned vehicles (POV). If a traveler is directed to be a passenger in a government-owned vehicle (GOV) or a rental car and chooses to drive their POV instead, they will not receive mileage reimbursement in their Concur travel voucher. Supervisors in organizations with GOVs available should ensure that they are being utilized to the maximum extent possible.

DOI/PFM has clarified that a traveler cannot be directed by a supervisor to drive their own POV or ride in someone else's POV. Therefore, an employee can claim POV mileage reimbursement when there is no government-furnished transportation available and they drive their own POV. If a traveler rides in someone else's POV, mileage is payable only to the driver, as covered in chapter five of the Service's temporary duty handbook.

If you have any questions, please contact your Regional Travel Coordinator or Mr. Marvin Wilson, Division of Financial Management, at (703) 358-1781 or marvin_wilson@fws.gov.

Attachment