

1 ~~1. The air travel services can be secured at a cost less than~~
2 ~~that which can be secured by the State Travel Office; or~~

3 ~~2. The air travel originates from a location outside the state~~
4 ~~and it would be impractical to arrange for the air travel through~~
5 ~~the State Travel Office; or~~

6 ~~3. The air travel is necessitated by an emergency and time does~~
7 ~~not permit utilization of the State Travel Office's services; or~~

8 ~~4. The air travel is part of a package arrangement made by the~~
9 ~~organization scheduling the meeting or conference.~~

10 ~~C. All claims made for reimbursement shall contain a statement~~
11 ~~showing the reason for the exemption.~~

12 ~~D.~~ The State Travel Office shall promulgate rules and contract
13 specifications to which the contract travel agencies shall be
14 subject. The rules and specifications shall be drawn with the
15 intent of obtaining the lowest available fares for scheduled
16 commercial air travel.

17 ~~E.~~ D. At the end of each month the contract travel agencies
18 shall furnish a statement, if requested, in a form approved by the
19 State Travel Office, showing certain details of all travel
20 arrangements handled to each state agency for which the contract
21 travel agencies have furnished their services and shall also furnish
22 copies of the statements to the State Travel Office.

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1 SECTION 2. AMENDATORY 74 O.S. 2011, Section 500.4, as
2 amended by Section 1, Chapter 166, O.S.L. 2016 (74 O.S. Supp. 2019,
3 Section 500.4), is amended to read as follows:

4 Section 500.4. A. Authorized persons traveling on official
5 state business within ~~the State of Oklahoma~~ this state may utilize
6 railroads, airplanes, buses, whether intracity or intercity, or
7 other public conveyance. Reimbursement for fares paid for airplane
8 transportation shall not exceed coach class fare except as provided
9 herein. Reimbursement for fares paid for airplane transportation
10 may be at the business class fare rate for international travel.
11 Other public conveyance fares shall not exceed the lesser of the
12 normal charge or coach class airplane fare. Taxicab or rideshare
13 fares within ~~the State of Oklahoma~~ this state and communication
14 charges may be reimbursed only upon justification as to the
15 necessity for their use.

16 B. Agency heads or their authorized designees may approve the
17 use of motor vehicles for official travel within ~~the State of~~
18 ~~Oklahoma~~ this state. If available, agency owned motor vehicles or
19 motor vehicles leased from the State Motor Pool, either on a full-
20 time basis or for individual trips, shall be utilized for such
21 travel. Reimbursement for use of privately owned motor vehicles may
22 be authorized by the agency head.

23 C. Reimbursement for authorized use of privately owned motor
24 vehicles shall not exceed the amount prescribed by the Internal

1 Revenue Code of 1986, as amended, or rules, procedures or other
2 action by the Internal Revenue Service, for use in determining the
3 standard mileage rate allowed for a business expense deduction.
4 Distances for which reimbursement for use of privately owned motor
5 vehicles is claimed shall be actual business miles based on a
6 recognized Global Positioning System (GPS), or based on map and
7 vicinity mileage where map miles do not exceed distances set forth
8 in the latest Transportation Commission road map.

9 SECTION 3. This act shall become effective November 1, 2020.

10 COMMITTEE REPORT BY: COMMITTEE ON GENERAL GOVERNMENT
11 February 20, 2020 - DO PASS AS AMENDED
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