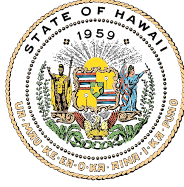


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July 3, 2024

COMPTROLLER'S MEMORANDUM NO. 2024-18

TO: All Department Heads

FROM: Keith A. Regan, Comptroller 

SUBJECT: Frequent Flyer Programs

This memorandum supersedes Comptroller's Memorandum No. 1992-09, Use of Frequent Flyer Credits by State Officials and Employees, dated March 19, 1992.

On April 12, 2002, the Federal government amended the Federal Travel Regulation. As stated in the Federal Register, Volume 67, Number 71:

"Pursuant to Section 1116 of the National Defense Authorization Act for Fiscal Year 2002 (the Act) (Public Law 107-107, December 28, 2001), the General Services Administration (GSA) is issuing regulations allowing Federal employees to retain and make personal use of promotional items earned while on official Government travel. A Federal traveler who receives a promotional item such as frequent flyer miles, upgrades, or access to carrier clubs or facilities received as a result of using travel or transportation services obtained at Federal Government expense, or accepted under section 1353 of title 31, United States Code, may retain the promotional item for personal use, if the promotional item is obtained under the same terms as those offered to the general public and at no additional cost to the Federal Government."

Effective immediately, the State of Hawai'i's travel policy shall align with the GSA's policy on frequent flyer programs allowing State employees to retain and make personal use of promotional items earned while on official Government travel as long as these items are obtained under the same terms as those offered to the general public and at no additional cost to the State of Hawai'i.

The travel policies and procedures, pursuant to Procurement Circular 2007-03, and its amendments remain in effect.