



UNITED STATES  
NUCLEAR REGULATORY COMMISSION  
WASHINGTON, D.C. 20555

August 28, 1998

| TO: 8/28/98        | INITIALS | DATE |
|--------------------|----------|------|
| J. Funches, CFO    | JF       | 8/28 |
| P. Rabideau, DCFO  |          |      |
| S. Connelly        |          |      |
| J. Turdic, DAF     |          |      |
| Director, DBA      |          |      |
| Appropriate Action | FYI      |      |
| See Me             | Return   |      |

MEMORANDUM TO: Jesse Funches  
Chief Financial Officer

FROM: Commissioner Diaz *LD*

SUBJECT: FY98 FINAL OCM/NJD TRAVEL EXPENSES

*Rich / Carol Ross*  
*- No action necessary*  
*- Retain in Commission*  
*Travel allocation*

I would like to inform you that I have used \$981.16 for travel expenses from the additional allocation made in July. I will not use the rest of the allocated funds for FY98. Please reallocate the remainder for other uses.

Thank you.

cc: Chairman Jackson  
Commissioner McGaffigan

*2*  
*8/17*

TALKING POINTS ON COMMISSION TRAVEL

**CURRENT COST PROJECTIONS:**

Have redone the calculations based on following:

Trip to Vienna Austria revised to include trips to Slovenia, Belgium and Paris in September. Assumes that same staff people with accompany the Chairman throughout the trip. Costs will be significantly higher if staff departs from the U.S. to join the Chairman for segments of the trip.

Revised the cost estimates to include a foreign trip for Commissioner Diaz in addition to the domestic trips you already tentatively approved. Cost estimates assume that this trip would be to Vienna Austria.

[REDACTED] EX. 5

**REPROGRAMMING TO COMMISSION TRAVEL BUDGET**

We have identified approximately \$30,000 in the IP budget that can be reprogrammed to the Commission travel budget. Funds were planned for FY98 OSART activities IT needs. This reprogramming can be done without external approval (OMB).

[REDACTED] EX. 5

As an additional proviso, the Commissioner wants to review the list of planned trips by all members of the Commission.

**PROCEDURE CHANGES NEEDED:**

Currently, the Commissioners have authority to approve their own domestic travel. --- Discus plans to go to Daytona Beach, FL next week.

Therefore, the CFO must process any requests for domestic travel if there is funding available in the Commission travel budget.

To effectively monitor the usage of limited travel funds,

[REDACTED] EX. 5

[REDACTED] EX. 5

-- Commissioner Dicus has approx. \$15,000 in her account. Commissioner Diaz has a request to the CFO for additional funds.

We need to establish procedures for managing the travel funds for FY99. Currently the budget

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for FY99 is \$275,000.

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