

APPENDIX II TO PART 1050—DOE FORM 3735.3—FOREIGN TRAVEL STATEMENT

DOE F 3735.3  
(8-80)

U.S. DEPARTMENT OF ENERGY  
**FOREIGN TRAVEL STATEMENT**

APPENDIX II

(Statement Concerning Acceptance of Travel or Travel Expenses from a Foreign Government)

1. Name of Employee		2. Date	
3. Division		4. Position	
5. Name of Recipient		6. Relationship to Employee	
7a. Description of Transportation Provided:		7b. Description of Other Travel Expenses Provided:	
Approximate Value <input type="text"/>		Approximate Value \$ <input type="text"/>	
8. Date of Acceptance		9. Total Value of Transportation and Expenses Provided \$ <input type="text"/>	
10. Nature of Employee's Official Business Related to Travel:			
11. Circumstances Justifying Acceptance:			
12. Foreign Government Donor			
13a. Name of Individual Responsible for Payment of Travel or Travel Expenses		13b. Position of Individual Responsible	
Signature of Recipient			

## Department of Energy

## § 1060.101

### STATEMENT CONCERNING ACCEPTANCE OF TRAVEL OR TRAVEL EXPENSES FROM A FOREIGN GOVERNMENT

- Item 1. This statement is to be filed pursuant to the provisions of the Foreign Gifts and Decorations Act (5 U.S.C. 7342, as amended by Pub. L. 95-105, August 17, 1977) and DOE implementing regulations at 10 CFR part 1050. These provisions apply to travel or travel expenses for travel *entirely outside* of the United States<sup>1</sup> tendered to or accepted by Federal employees and their spouses and dependents. The name of the employee should always be indicated in item 1; if the employee is the recipient of the travel or travel expenses, then items 5 and 6 should be marked N/A-not applicable; if the recipient is a spouse or dependent, then the appropriate information should be included in items 5 and 6.
- Item 2. Self explanatory.
- Items 3 and 4. The Office or Division of the employee should be indicated here regardless of whether the recipient is the employee or a spouse or dependent.
- Items 5 and 6. See above, Item 1.
- Item 7a. Indicate the location and mode of transportation and approximate value in U.S. dollars, if possible. Attach itinerary if available.
- Item 7b. Indicate nature and location of travel expenses provided and approximate value in U.S. dollars, if possible. Attach itinerary if available.
- Item 8. Indicate dates of travel.
- Item 9. Self explanatory.
- Item 10. Travel and travel expenses may be accepted in accordance with DOE regulations where the travel is official agency business. Spouses and dependents may accept such travel and expenses only when accompanying the employee. Item 10 therefore should be completed to identify the *employee's* official business whether the recipient is an employee or a spouse or dependent.
- Item 11. Identify in this item any treaty or diplomatic custom that related to acceptance of the travel or expenses, and any circumstances indicating that acceptance would be consistent with the interests of the U.S. Also provide information regarding any prior approval of the acceptance.
- Items 12, 13a, and 13b. Self explanatory.

<sup>1</sup>The Congress has consented in Pub. L. 95-105 only to acceptance of travel or travel expenses that is *entirely outside* of the United States. Travel, *any portion* of which (such as the origination or termination of a flight) is within the United States, may not be paid for by a foreign government. All such travel must be handled within applicable DOE Travel Regulations and Standards of Conduct Regulations.

## PART 1060—PAYMENT OF TRAVEL EXPENSES OF PERSONS WHO ARE NOT GOVERNMENT EMPLOYEES

- Sec.
- 1060.101 Persons who may be paid.
- 1060.201 Relatives, contractors, and assistance award recipients.
- 1060.301 Government employees.
- 1060.401 Applicability of internal DOE rules.
- 1060.501 Definitions.

AUTHORITY: Sec. 644, Pub. L. 95-91, 91 Stat. 599 (42 U.S.C. 7254).

SOURCE: 46 FR 35631, July 10, 1981, unless otherwise noted.

### § 1060.101 Persons who may be paid.

(a) Payment may not be authorized or approved for transportation, lodging, subsistence, or other travel expenses from DOE funds to, or on behalf of, a person who is not a Government

employee unless such payment is made—

(1) Pursuant to an invitation received by that person from the Department to confer with a DOE employee on matters essential to the advancement of DOE programs or objectives and (i) in the case of a person invited to confer at the post of duty of the conferring DOE employee, a designated official has approved and stated the reasons for the invitation in writing, or (ii) in the case of a person invited to confer at a place other than the post duty of the conferring DOE employee, a principal departmental official has approved and stated the reasons for the invitation in writing;

(2) Pursuant to an invitation for an interview to a prospective employee of the Department who is an applicant for