**JUSTIFICATION FOR USE OF FOREIGN-FLAG AIR CARRIER**

(Submit to IRIS with travel expense report and/or ticket.)

1. General rule: All flights charged to federally funded projects must be performed by, or under a code-sharing arrangement with, a U.S.-flag air carrier if available. Tickets (or documentation for electronic tickets) must identify the U.S.-flag air carrier's designator code and flight number.
2. Bilateral or multilateral air transportation agreements (Open Skies Agreements)
3. [**US – European Union**](http://www.gsa.gov/graphics/ogp/FTRBulletin11-02USEUOpenSkies.PDF) (including Iceland and Norway) – may use EU carriers even if there is a City Pair Contract fare in effect.
4. **US – Australia** – may use an Australian airline if a point of origin/destination is either the US or Australia and there is no City Pair Contract fare in effect.
5. **US – Switzerland** – may use a Swiss airline if a point of origin/destination is either the US or Swtizerland and there is no City Pair Contract fare in effect.
6. **US – Japan** – may use a Japanese airline if a point of origin/destination is either the US or Japan and there is no City Pair Contract fare in effect.
7. When you may use a foreign carrier:
   1. **Travel to and from the U.S.**

Use of a foreign-flag air carrier is permissible if the airport abroad is:

1. your origin or destination airport, and use of U.S.-flag air carrier service would extend the time in a travel status by at least 24 hours more than travel by a foreign-flag carrier; or
2. an interchange point, and use of U.S.-flag air carrier service would increase the number of aircraft changes you must make outside of the U.S. by 2 or more, would require you to wait 4 hours or more to make connections at that point, or would extend the time in a travel status by at least 6 hours more than travel by a foreign-flag air carrier.
   1. **Travel Between Points Outside the U.S.**

Use of a foreign-flag air carrier is permissible if travel by a:

1. foreign-flag air carrier would eliminate 2 or more aircraft changes en route;
2. U.S.-flag air carrier would extend the time in a travel status by at least 6 hours more than travel by a foreign-flag air carrier; or
3. U.S.-flag air carrier would require a connecting time of 4 hours or more at an overseas interchange point.
   1. **Other**
4. Short Distance Travel. You may use a foreign carrier, regardless of origin and destination, if the elapsed travel time from origin to destination airport is 3 hours or less and service by a U.S.-flag air carrier would double the travel time.
5. U.S. carrier does not serve an origin or interchange point. You may then use a foreign carrier only to the nearest interchange point that connects with a U.S.-flag carrier.
6. Involuntary rerouting. You may use a foreign carrier if a U.S.-flag carrier involuntarily reroutes you via that foreign carrier.

**Certification:** I certify that my use of the foreign-flag air carrier cited below was permissible for the reason stated in paragraph II ( ) or III ( ) ( ) [*fill in letter and number*]. Unless IRIS or its agents made the travel arrangements, I understand that I may be liable to IRIS for reimbursing this fare if in fact none of the permitted reasons for using a foreign carrier applies.

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| Airline: |  | Flight No: |  | Date(s) of flight: |  |

Additional information: *You may provide specific details by separate memo.*

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| Print name: |  | Sign: |  | Date: |  |