



GSA Administrator

**FIELD WORK DETERMINATION AUTHORIZING USE OF
GOVERNMENT PASSENGER CARRIER(S) FOR HOME-TO-WORK
TRANSPORTATION PURSUANT TO 41 C.F.R. Part 102-5.**

Determination Control No. 100

The Administrator makes the following determination and approval of use under 41 C.F.R. Part 102-5:

1. The following employees and position of the U.S. General Services Administration (GSA), Federal Acquisition Service, Region 2 are authorized to use Government-owned, -leased, or -controlled motor vehicles for transportation between their residences and places of GSA employment to conduct field work for this agency:

Brian Smith, Acting Director, Customer Accounts and Research Division (FAS)
Vacant, Branch Chief, Customer Relationship Management and Outreach (FAS)
John Marrone, Customer Service Director (FAS)
Christine Lincoln, Customer Service Director (FAS)
Debbie Paralemos, Customer Service Director (FAS)
Peter Sullivan, Customer Service Director (FAS)
Annie Khun, Customer Service Director (FAS)
Salvatore Torname, Program Specialist (FAS)
Brenda Gardner, Program Specialist (FAS)
Evelyn Newell, Customer Service Representative (FAS)
Jayne Cucetta, Marketing Specialist (FAS)
Laurie Witherspoon, Customer Service Representative (FAS)

2. The employees and the position listed above perform or involve the performance of field work for GSA. The duties perform require multiple stops within locally accepted commuting areas or travel to remote locations. These activities or duties come within the definition of "field work" as set forth in 41 C.F.R. § 102-5.30. Specifically, Government passenger carrier transportation is necessary between residence and place of GSA employment for the following reasons:

To conduct field visits that include, but are not limited to (a) visiting customers regarding training, discussing GSA policies, as well as solving problems, and (b) conducting Customer Service seminars at local customer agency locations.

Time and cost savings for gas and enhanced employee performance will be achieved with Home-to-Work authorization. The time it takes to travel to field trip sites would be reduced if the employee was to take a Government owned vehicle home the previous night. The time it would take to travel to the same field office site would possibly double if the employee travelled from their residence to their duty station and then to the field site. Less fuel would also be expended because the distance travelled to field sites

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would be reduced. Customer Accounts and Research Division personnel are often required to visit more than one field site on any given day. These field sites are frequently located in remote locations away from their duty station. Customer Accounts and Research Division personnel will realize greater employee efficiency and production as more time will be spent accomplishing Customer Service objectives.

3. Use of Government passenger carriers for home-to-work transportation by the employees or those occupying the positions listed above will substantially increase the efficiency and economy of GSA under the circumstances described. The use is not for the personal comfort or convenience of the employees, and the transportation is approved only on days when the employees actually perform field work. A record of home-to-work use will be maintained by each employee using home-to-work transportation on GSA Form 3601, Monthly Home-To-Work Transportation Log in accordance with 41 C.F.R. §102-5.120 and GSA Order ADM P 5620.1.

4. This determination and approval shall be updated as necessary and recertified every 2 years from the date of this authorization.



Paul F. Prouty
Acting Administrator of U.S. General Services

6/30/09

Date