

**Texas Commission On Environmental Quality**  
**AGENDA ITEM REQUEST**

**AGENDA REQUESTED:** April 25, 2007

**DATE OF REQUEST:** March 8, 2007

**NAME & NUMBER OF PERSON TO CONTACT REGARDING CHANGES TO THIS REQUEST, IF NEEDED:** Barbara Mayer at 239-4739

**CAPTION:** Docket No. 2007-0355- MIS. Consideration of gifts and donations of \$500.00 or more in value given to the TCEQ, submitted for approval in accordance with Chapter 575 of the Government Code, concerning acceptance of gifts by certain state agencies. [David Timberger]

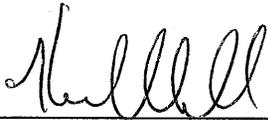
**Chief Clerk must send Notice of Application/Hearing:**

**Type of Matter:**

**County:**

**Uncontested:**

**Contested:**



\_\_\_\_\_  
**Kevin McCalla, Director**  
**General Law Division**

CHIEF CLERKS OFFICE

2007 APR -5 AM 11:14

TEXAS  
COMMISSION  
ON ENVIRONMENTAL  
QUALITY

# Texas Commission On Environmental Quality

## INTEROFFICE MEMORANDUM

**To:** Glenn W. Shankle, Executive Director

**Date:** March 29, 2007

**From:**  David Timberger, Personnel Attorney  
General Law Division

 Kevin McCalla, Director  
General Law Division

 Stephanie Bergeron Perdue, Deputy Director  
Office of Legal Services

**Caption:** **Docket No. 2007-0355- MIS.** Consideration of gifts and donations of \$500.00 or more in value given to the TCEQ, submitted for approval in accordance with Chapter 575 of the Government Code, concerning acceptance of gifts and donations by certain agencies.

Chapter 575 of the Government Code gives some specific direction to state agencies regarding the acceptance of gifts and donations. Chapter 575 provides that the Commission must acknowledge the acceptance of all gifts of money or property with a value of \$500 or more in an open meeting no later than the 90<sup>th</sup> day after the date the gift is accepted. Chapter 575 further states the name of the donor, a description of the gift or donation, and a statement of the purpose of the gift or donation must be recorded in the minutes. Chapter 575 of the Government Code is attached as Exhibit "A."

Before the Commission can acknowledge the acceptance of gifts and donations with a value of \$500 or more listed in Exhibit "B", the gifts must be accepted by the agency.

A list of gifts and donations is attached as Exhibit "B." A Declaration of Third Party Reimbursement form is submitted for each gift or donation listed in Exhibit "B." The Declaration of Third Party Reimbursement forms are attached as Exhibit "C." Your signature below is needed to "accept" the aforementioned and referenced exhibits. We recommend you sign this form and accept the gifts.

I acknowledge and accept the gifts listed in Exhibit "B", on behalf of the Texas Commission on Environmental Quality.

  
\_\_\_\_\_  
Glenn Shankle, Executive Director

Date: April 4, 2007

# **Exhibit A**

## CHAPTER 575. ACCEPTANCE OF GIFT BY STATE AGENCY

### § 575.001. Definitions

In this chapter:

(1) "Gift" means a donation of money or property.

(2) "State agency" means a board, commission, council, committee, department, office, agency, or other governmental entity in the executive or judicial branch of state government. The term does not include an institution of higher education as defined by Section 61.003, Education Code.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997.

### § 575.002. Gifts of \$500 or More

This chapter applies only to a gift that has a value of \$500 or more.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997.

### § 575.003. Acceptance of Gift by State Agency Governing Board

A state agency that has a governing board may accept a gift only if the agency has the authority to accept the gift and a majority of the board, in an open meeting, acknowledges the acceptance of the gift not later than the 90th day after the date the gift is accepted.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997. Amended by Acts 1999, 76th Leg., ch. 143, § 1, eff. Sept. 1, 1999.

### § 575.004. Record of Gift

A state agency that accepts a gift must record the name of the donor, a description of the gift, and a statement of the purpose of the gift in:

(1) the minutes of the governing board of the agency; or

(2) appropriate agency records, if the agency does not have a governing board.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997.

### § 575.005. Acceptance of Gift From Party to Contested Case Prohibited

A state agency may not accept a gift from a person who is a party to a contested case before the agency until the 30th day after the date the decision in the case becomes final under Section 2001.144. In this section, "contested case" has the meaning assigned by Section 2001.003.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997.

# **Exhibit B**

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY  
 DECLARATION OF THIRD PARTY REIMBURSEMENT

Over \$500.00

Dec 2006 through March 2007

| REIMBURSING ORGANIZATION NAME   | TRAVELERS          | DATES OF TRAVEL   | DESTINATION     | PURPOSE OF TRIP                                 | DATE RECEIVED | REIMBURSED      | REIMBURSED TOTAL |
|---|--------------------|-------------------|-----------------|---|---------------|-----------------|------------------|
| Association of State and Territorial Solid Waste Management Officials | Cedilote, Marshall | 12/03/06-12/05/06 | Savannah, Ga    | ASTSWMO Removal at Federal Facilities Symposium | 03/06/07      |                 | \$1,441.02       |
|   |                    |                   |                 |   |               | Transportation: | \$119.55         |
|   |                    |                   |                 |   |               | Air:            | \$972.00         |
|   |                    |                   |                 |   |               | Meals:          | \$141.39         |
|   |                    |                   |                 |   |               | Lodging:        | \$208.08         |
| Association of State and Territorial Solid Waste Management Officials | Cedilote, Marshall | 02/26/07-02/28/07 | Washington, DC  | ASTSWMO Removal Action Focus Group Meeting      | 03/19/07      |                 | \$959.57         |
|   |                    |                   |                 |   |               | Transportation: | \$96.45          |
|   |                    |                   |                 |   |               | Air:            | \$240.60         |
|   |                    |                   |                 |   |               | Meals:          | \$192.00         |
|   |                    |                   |                 |   |               | Lodging:        | \$430.52         |
| Association of State and Territorial Solid Waste Management Officials | Cordell, Melissa   | 11/01/06-11/03/06 | Kansas City, Ks | All Appropriate Inquiry Training                | 12/14/06      |                 | \$871.46         |
|   |                    |                   |                 |   |               | Transportation: | \$90.00          |
|   |                    |                   |                 |   |               | Air:            | \$467.20         |
|   |                    |                   |                 |   |               | Meals:          | \$78.24          |
|   |                    |                   |                 |   |               | Lodging:        | \$218.02         |
|   |                    |                   |                 |   |               | Parking:        | \$18.00          |

|   |                      |                   |              |  |          |                   |            |
|---|----------------------|-------------------|--------------|--|----------|-------------------|------------|
| Association of State and Territorial Solid Waste Management Officials | Posnick, Allan       | 12/03/06-12/05/06 | Savannah, Ga | ASTSWMO Removal Conference                                   | 02/20/07 |                   | \$684.24   |
|   |                      |                   |              |  |          | Transportation:   | \$44.00    |
|   |                      |                   |              |  |          | Air:              | \$355.20   |
|   |                      |                   |              |  |          | Meals:            | \$38.00    |
|   |                      |                   |              |  |          | Lodging:          | \$214.80   |
|   |                      |                   |              |  |          | Parking:          | \$18.00    |
|   |                      |                   |              |  |          | Personal Mileage: | \$14.24    |
| Coordinating Research Council (CRC)                                   | Aplin, Michael       | 10/23/06-10/25/06 | Phoenix, Az  | Mobile Source Air Toxics Conference                          | 03/13/07 |                   | \$770.36   |
|   |                      |                   |              |  |          | Transportation:   | \$20.00    |
|   |                      |                   |              |  |          | Air:              | \$279.60   |
|   |                      |                   |              |  |          | Lodging           | \$452.76   |
|   |                      |                   |              |  |          | Parking           | \$18.00    |
| Nuclear Regulatory Commission   | Abbaszadeh, Muhammad | 01/22/07-01/24/07 | Bethesda, Md | Integrated Materials Performance Evaluation Program Training | 03/06/07 |                   | \$1,118.84 |
|   |                      |                   |              |  |          | Transportation:   | \$12.00    |
|   |                      |                   |              |  |          | Air:              | \$478.60   |
|   |                      |                   |              |  |          | Meals:            | \$192.00   |
|   |                      |                   |              |  |          | Lodging:          | \$421.12   |
|   |                      |                   |              |  |          | Personal Mileage: | \$15.12    |
| NOAA - National Oceanic & Atmospheric Administration                  | Dvorsky, Chuck       | 12/11/06-12/13/06 | Savannah, Ga | ACT Nutrient Sensor Workshop                                 | 01/11/07 |                   | \$764.25   |
|   |                      |                   |              |  |          | Transportation:   | \$30.00    |
|   |                      |                   |              |  |          | Air:              | \$436.20   |
|   |                      |                   |              |  |          | Meals:            | \$28.23    |
|   |                      |                   |              |  |          | Lodging:          | \$246.16   |
|   |                      |                   |              |  |          | Personal Mileage: | \$23.66    |

|   |                 |                   |                |   |          |                   |          |            |
|---|-----------------|-------------------|----------------|---|----------|-------------------|----------|------------|
| ECOS/IIRC -<br>Environmental<br>Council of<br>States/Interstate<br>Technology &<br>Regulatory Council | Bell, Kera      | 10/23/06-10/26/06 | Scottsdale, Az | IIRC Fall<br>Conference/UXO Team<br>Meeting   | 03/08/07 |                   |          |            |
|   |                 |                   |                |   |          |                   |          | \$557.48   |
|   |                 |                   |                |   |          | Transportation:   | \$28.00  |            |
|   |                 |                   |                |   |          | Air               | \$320.60 |            |
|   |                 |                   |                |   |          | Meals             | \$169.75 |            |
|   |                 |                   |                |   |          | Parking:          | \$24.00  |            |
|   |                 |                   |                |   |          | Personal Mileage: | \$15.13  |            |
| IIRC- Interstate<br>Technology &<br>Regulatory Council  | Beyer, Gary     | 10/23/06-10/27/06 | Scottsdale, Az | IIRC Fall Conference<br>and Instructor Training   | 01/11/07 |                   |          |            |
|   |                 |                   |                |   |          |                   |          | \$740.09   |
|   |                 |                   |                |   |          | Transportation:   | \$57.00  |            |
|   |                 |                   |                |   |          | Air:              | \$402.59 |            |
|   |                 |                   |                |   |          | Meals:            | \$280.50 |            |
| Union Pacific<br>Railroad   | Reed, Robert    | 05/14/06-05/19/06 | Pueblo, Co     | Training  | 03/08/07 |                   |          |            |
|   |                 |                   |                |   |          |                   |          | \$1,115.00 |
|   |                 |                   |                |   |          | Transportation:   | \$75.00  |            |
|   |                 |                   |                |   |          | Air:              | \$460.00 |            |
|   |                 |                   |                |   |          | Meals:            | \$180.00 |            |
|   |                 |                   |                |   |          | Lodging:          | \$400.00 |            |
| Us Department of<br>the Interior  | Seiler, Richard | 11/28/06-12/01/06 | Washington, DC | To attend a meeting of<br>the US Dept of the<br>Interior, Natural<br>Resource Damage<br>Assessment &<br>Restoration Federal<br>Advisory Committee | 01/23/07 |                   |          |            |
|   |                 |                   |                |   |          |                   |          | \$1,322.01 |
|   |                 |                   |                |   |          | Transportation:   | \$29.00  |            |
|   |                 |                   |                |   |          | Air:              | \$444.40 | Indirect   |
|   |                 |                   |                |   |          | Meals:            | \$224.00 |            |
|   |                 |                   |                |   |          | Lodging:          | \$580.53 |            |
|   |                 |                   |                |   |          | Parking:          | \$24.00  |            |
|   |                 |                   |                |   |          | Personal Mileage: | \$19.58  |            |
|   |                 |                   |                |   |          | Phone:            | \$0.50   |            |



|  |                  |                   |            |  |          |             |             |             |
|--|------------------|-------------------|------------|--|----------|-------------|-------------|-------------|
| US Environmental<br>Protection Agency    | Ruff, Gregory    | 10/22/06-11/03/06 | Glynco, Ga | Environmental Crimes<br>Training             | 12/12/06 |             |             | \$2,330.00  |
|  |                  |                   |            |  |          | Air:        | \$835.00    |             |
|  |                  |                   |            |  |          | Meals:      | \$468.00    |             |
|  |                  |                   |            |  |          | Lodging:    | \$1,027.00  |             |
| University of<br>Southern<br>Mississippi | Hambleton, Faith | 12/06/06-12/08/06 | Biloxi, Ms | Participate in Microbial<br>Tracking Seminar | 03/13/07 |             |             | \$619.21    |
|  |                  |                   |            |  |          | Rental Car: | \$114.52    |             |
|  |                  |                   |            |  |          | Air:        | \$434.20    |             |
|  |                  |                   |            |  |          | Meals:      | \$39.45     |             |
|  |                  |                   |            |  |          | Parking:    | \$18.00     |             |
|  |                  |                   |            |  |          | Gasoline:   | \$13.04     |             |
|  |                  |                   |            |  |          | Totals      | \$16,561.16 | \$16,561.16 |

# **Exhibit C**

## DECLARATION OF THIRD-PARTY REIMBURSEMENT

**After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.**

- (1) Employee's Name: Marshall Cedilote
- (2) Dates of Travel: 12/3/06 - 12/5/06
- (3) Destination: Savannah, GA
- (4) Purpose: ASTSWMO Removals at Federal Facilities Symposium
- (5) Reimbursing Organization: ASTSWMO

**(6) Itemized Expenses:**

| Description                     | Total             | Additional Comments |
|---------------------------------|-------------------|---------------------|
| Fares:                          | \$ 119.55         |                     |
| Public Transportation           | \$                |                     |
| Rental Car                      | \$                |                     |
| Air                             | \$ 972.00         |                     |
| Meals                           | \$ 141.39         |                     |
| Lodging                         | \$ 208.08         |                     |
| Parking                         | \$                |                     |
| Other:                          |                   |                     |
| Business Telephone Calls        | \$                |                     |
| Personal Vehicle Mileage        | \$                |                     |
| Seminar Registration/Fees       | \$                |                     |
| Misc. (Describe under comments) | \$                |                     |
| <b>Grand Total</b>              | <b>\$ 1441.02</b> |                     |

**Approval Signatures:**

(7) Marshall Cedilote 3/6/07

Employee Signature/Date

(8) [Signature] 3/6/07

Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

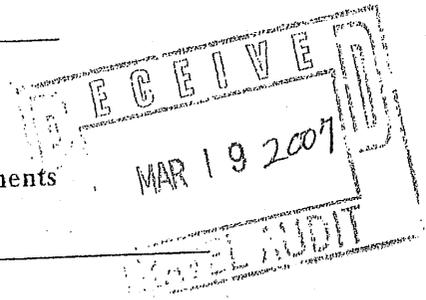
## DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

(1) Employee's Name: Marshall Cedilote  
 (2) Dates of Travel: 2/26/07 - 2/28/07  
 (3) Destination: Washington, DC  
 (4) Purpose: ASTSWMO Removal Action Focus Group meeting  
 (5) Reimbursing Organization: ASTSWMO

(6) Itemized Expenses:

| Description                     | Total            | Additional Comments |
|---------------------------------|------------------|---------------------|
| Fares:                          | \$ 96.45         |                     |
| Public Transportation           | \$               |                     |
| Rental Car                      | \$               |                     |
| Air                             | \$ 240.60        |                     |
| Meals                           | \$ 192.00        |                     |
| Lodging                         | \$ 430.52        |                     |
| Parking                         | \$               |                     |
| Other:                          |                  |                     |
| Business Telephone Calls        | \$               |                     |
| Personal Vehicle Mileage        | \$               |                     |
| Seminar Registration/Fees       | \$               |                     |
| Misc. (Describe under comments) | \$               |                     |
| <b>Grand Total</b>              | <b>\$ 959.57</b> |                     |



Approval Signatures:

(7) Marshall Cedilote  
 Employee Signature/Date  
 (8) [Signature] 3/17/07  
 Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

ATTN: YAM

### DECLARATION OF THIRD-PARTY REIMBURSEMENT

MC-186  
#2473

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

- (1) Employee's Name: Melissa Cordell
- (2) Dates of Travel: 11/01 - 11/03/06
- (3) Destination: KANSAS City, KANSAS
- (4) Purpose: All Appropriate Inquiry Training
- (5) Reimbursing Organization: Association of State and Territorial Solid Waste Management Officials
- (6) Itemized Expenses:

| Description                     | Total            | Additional Comments  |
|---------------------------------|------------------|--|
| Fares:                          | \$ <u>90.00</u>  |  |
| Public Transportation           | \$               |  |
| Rental Car                      | \$               |  |
| Air                             | \$ <u>467.20</u> |  |
| Meals                           | \$ <u>78.24</u>  |  |
| Lodging                         | \$ <u>218.02</u> | I was given permission by ASTSWMO to stay 2 nights in order to get a cheaper flight. |
| Parking                         | \$ <u>18.00</u>  |  |
| Other:                          |                  |  |
| Business Telephone Calls        | \$               |  |
| Personal Vehicle Mileage        | \$               |  |
| Seminar Registration/Fees       | \$               |  |
| Misc. (Describe under comments) | \$               |  |
| <b>Grand Total</b>              | \$ <u>871.46</u> |  |

Approval Signatures:

(7) Melissa Cordell 12/11/06  
Employee Signature/Date

(8) Al B. Dume 12/14/06  
Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the total amount received from the reimbursing source.

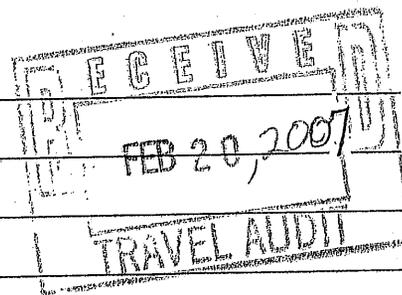
## DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

- (1) Employee's Name: Allen Pouch
- (2) Dates of Travel: 12/3-5/2006
- (3) Destination: Savannah, GA
- (4) Purpose: ASTSWMO Removal Conference
- (5) Reimbursing Organization: Assoc. of State & Territorial School Health Officers

(6) Itemized Expenses:

| Description                     | Total            | Additional Comments      |
|---------------------------------|------------------|--------------------------|
| Fares:                          | \$ 44.00         | Line to hotel round trip |
| Public Transportation           | \$               |                          |
| Rental Car                      | \$ —             |                          |
| Air                             | \$ 355.20        |                          |
| Meals                           | \$ 38.00         |                          |
| Lodging                         | \$ 214.80        |                          |
| Parking                         | \$ 18.00         | Airport                  |
| Other:                          |                  |                          |
| Business Telephone Calls        | \$               |                          |
| Personal Vehicle Mileage        | \$ 14.24         |                          |
| Seminar Registration/Fees       | \$               |                          |
| Misc. (Describe under comments) | \$               |                          |
| <b>Grand Total</b>              | <b>\$ 684.24</b> |                          |



Approval Signatures:

- (7) Allen Pouch 2/16/07  
Employee Signature/Date
- (8) [Signature] 2/19/07  
Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

## DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

(1) Employee's Name: Michael S. Aplin  
 (2) Dates of Travel: October 23 - 25, 2006  
 (3) Destination: Phoenix, AZ  
 (4) Purpose: Mobile Source Air Toxics Conference  
 (5) Reimbursing Organization: Coordinating Research Council (CRC)

### (6) Itemized Expenses:

| Description                     | Total            | Additional Comments                          |
|---------------------------------|------------------|--|
| Fares:                          | \$ _____         | _____  |
| Public Transportation           | \$ 20.00         | PHX Airport to Hyatt and back                |
| Rental Car                      | \$ _____         | _____  |
| Air                             | \$ 279.60        | Round-trip AUS to PHX                        |
| Meals                           | \$ _____         | _____  |
| Lodging                         | \$ 452.76        | Hyatt Regency, Phoenix                       |
| Parking                         | \$ 18.00         | At AUS Airport                               |
| Other:                          |                  |  |
| Business Telephone Calls        | \$ _____         | _____  |
| Personal Vehicle Mileage        | \$ _____         | _____  |
| Seminar Registration/Fees       | \$ _____         | _____  |
| Misc. (Describe under comments) | \$ _____         | _____  |
| <b>Grand Total</b>              | <b>\$ 770.36</b> | Registration and Per Diem reimbursed by TCEQ |

### Approval Signatures:

(7) Michael S. Aplin 11-17-06

Employee Signature/Date

(8) [Signature] 3-6-07

Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

## DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

(1) Employee's Name: Muhammadali Abbaszadeh

(2) Dates of Travel: January 22-24, 2007

(3) Destination: Bethesda, Maryland

(4) Purpose: Integrated Materials Performance Evaluation Program Training

(5) Reimbursing Organization: Nuclear Regulatory Commission

**(6) Itemized Expenses:**

| Description                     | Total              | Additional Comments |
|---------------------------------|--------------------|---------------------|
| <b>Fares:</b>                   | \$ _____           | _____               |
| Public Transportation           | \$ 12.00           | _____               |
| Rental Car                      | \$ 0.00            | _____               |
| Air                             | \$ 478.60          | _____               |
| Meals                           | \$ 192.00          | _____               |
| Lodging                         | \$ 421.12          | _____               |
| Parking                         | \$ 0.00            | _____               |
| <b>Other:</b>                   |                    |                     |
| Business Telephone Calls        | \$ 0.00            | _____               |
| Personal Vehicle Mileage        | \$ 15.12           | _____               |
| Seminar Registration/Fees       | \$ 0.00            | _____               |
| Misc. (Describe under comments) | \$ 0.00            | _____               |
| <b>Grand Total</b>              | <b>\$ 1,118.84</b> | _____               |

**Approval Signatures:**

(7) Muhammadali Abbaszadeh / 3/6/07  
Employee Signature/Date

(8) Salal a. Fathi / 3/6/07  
Supervisor Signature/Date

## DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

(1) Employee's Name: Chuck Dvorsky  
 (2) Dates of Travel: 12/11-12/13 2006  
 (3) Destination: Savannah, Georgia  
 (4) Purpose: ACT Nutrient Sensor Workshop  
 (5) Reimbursing Organization: NOAA - National Oceanic & Atmospheric Administration

(6) Itemized Expenses:

| Description                     | Total            | Additional Comments                                       |
|---------------------------------|------------------|---|
| Fares:                          | \$ 0.0           |   |
| Public Transportation           | \$ 30.00         | Paid to C. Dvorsky  |
| Rental Car                      | \$ 0.0           |   |
| Air                             | \$ 436.20        | Paid Direct by ACT/NOAA                                   |
| Meals                           | \$ *             | Paid Direct by ACT/NOAA                                   |
| Lodging                         | \$ 246.16        | Paid Direct by ACT/NOAA                                   |
| Parking                         | \$ 0.0           |   |
| Other:                          | 0.0              |   |
| Business Telephone Calls        | \$ 0.0           |   |
| Personal Vehicle Mileage        | \$ 23.66         | Paid to C. Dvorsky  |
| Seminar Registration/Fees       | \$ 0.0           |   |
| Misc. (Describe under comments) | \$ 28.23         | * Meals in transit to/from Savannah<br>Paid to C. Dvorsky |
|                                 | 0.0              |   |
| <b>Grand Total</b>              | <b>\$ 764.25</b> | C. Dvorsky was reimbursed \$81.89.                        |

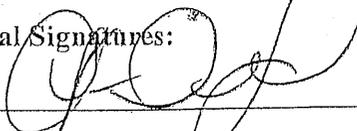
RECEIVED

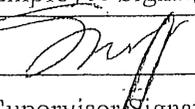
JAN 11 2007

TRAVEL AUDIT

REC'D BY JCEG  
 JAN 11 2007  
 10:05 AM

Approval Signatures:

(7)  12/8/07  
 Employee Signature/Date

(8)  1/10/07  
 Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

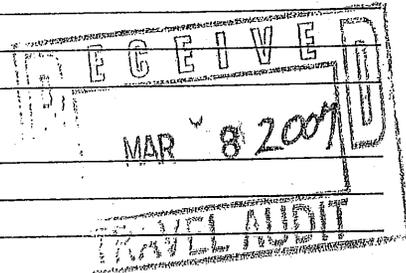
## DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

- (1) Employee's Name: Kera Bell  
 (2) Dates of Travel: 10/23/06 - 10/26/06.  
 (3) Destination: Scottsdale, AZ  
 (4) Purpose: ITRC Fall Conference / UXO Team Meeting  
 (5) Reimbursing Organization: ECOS / ITRC

### (6) Itemized Expenses:

| Description                     | Total                     | Additional Comments |
|---------------------------------|---------------------------|---------------------|
| Fares:                          | \$                        |                     |
| Public Transportation           | \$ 28.00                  |                     |
| Rental Car                      | \$                        |                     |
| Air                             | \$ 320.60                 |                     |
| Meals                           | \$ 169.75                 |                     |
| Lodging                         | \$                        |                     |
| Parking                         | \$ 24.00                  |                     |
| Other:                          |                           |                     |
| Business Telephone Calls        | \$                        |                     |
| Personal Vehicle Mileage        | \$ <del>34.00</del> 15.13 |                     |
| Seminar Registration/Fees       | \$                        |                     |
| Misc. (Describe under comments) | \$                        |                     |
| <b>Grand Total</b>              | <b>\$ 557.48</b>          |                     |



- Approval Signatures:
- (7) Kera Bell 3/6/07  
 Employee Signature/Date
- (8) Ada Tschaa 3/7/07  
 Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

ECOS = Environmental Council of States  
 ITRC = Interstate Technology & Regulatory Council

## DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

- (1) Employee's Name: Gary Beyer
- (2) Dates of Travel: October 23 thru October 27, 2006
- (3) Destination: Scottsdale, Arizona
- (4) Purpose: ITRC Fall Conference and Instructor Training
- (5) Reimbursing Organization: ITRC - Interstate Technology + Regulatory Council
- (6) Itemized Expenses:

| Description                     | Total            | Additional Comments |
|---------------------------------|------------------|---------------------|
| Fares:                          | \$               |                     |
| Public Transportation           | \$ 57.00         |                     |
| Rental Car                      | \$               |                     |
| Air                             | \$ 402.59        |                     |
| Meals                           | \$ 280.50        |                     |
| Lodging                         | \$               |                     |
| Parking                         | \$               |                     |
| Other:                          |                  |                     |
| Business Telephone Calls        | \$               |                     |
| Personal Vehicle Mileage        | \$               |                     |
| Seminar Registration/Fees       | \$               |                     |
| Misc. (Describe under comments) | \$               |                     |
| <b>Grand Total</b>              | <b>\$ 740.09</b> |                     |

**RECEIVED**  
 JAN 1, 2007  
 TRAVEL AUDIT

REC'D BY LOEG  
 JAN 11 11 30 AM '07  
 TRAVEL UNIT

Approval Signatures:

(7) *[Signature]* 1/4/07  
 Employee Signature/Date

(8) *[Signature]* 1/8/07  
 Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

### DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

- (1) Employee's Name: Robert Reed
- (2) Dates of Travel: 05/14/06 - 05/19/06
- (3) Destination: Pueblo, Colorado
- (4) Purpose: Training
- (5) Reimbursing Organization: Union Pacific Railroad

(6) Itemized Expenses:

RECEIVED  
MAR 8 2007  
TRAVEL AUDIT

| Description                     | Total             | Additional Comments |
|---------------------------------|-------------------|---------------------|
| Fares:                          | \$                |                     |
| Public Transportation           | \$ 75.00          |                     |
| Rental Car                      | \$                |                     |
| Air                             | \$ 460.00         |                     |
| Meals                           | \$ 180.00         |                     |
| Lodging                         | \$ 400.00         |                     |
| Parking                         | \$                |                     |
| Other:                          |                   |                     |
| Business Telephone Calls        | \$                |                     |
| Personal Vehicle Mileage        | \$                |                     |
| Seminar Registration/Fees       | \$                |                     |
| Misc. (Describe under comments) | \$                |                     |
| <b>Grand Total</b>              | <b>\$ 1115.00</b> |                     |

Approval Signatures:

(7) [Signature] 03/08/07

Employee Signature/Date

(8) [Signature] 3-20-07

Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

## DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

- (1) Employee's Name: Richard Seiler
- (2) Dates of Travel: November 28 to December 1, 2006
- (3) Destination: Washington D. C.
- (4) Purpose: To attend a meeting of the U.S. Department of the Interior, Natural Resource Damage Assessment and Restoration Federal Advisory Committee
- (5) Reimbursing Organization: U.S. Department of the Interior

### (6) Itemized Expenses:

| Description                     | Total                                 | Additional Comments  |
|---------------------------------|---------------------------------------|--|
| Fares:                          | \$ 29.00                              |  |
| Public Transportation           | \$                                    |  |
| Rental Car                      | \$                                    |  |
| Air                             | \$ <444.40> *                         | Purchased by DOI - Not reimbursed, Includes Ticket Fee <i>(Indirect reimbursement)</i> |
| Meals                           | \$ 224.00                             | FEDERAL PER DIEM RATE  |
| Lodging                         | \$ 580.53                             |  |
| Parking                         | \$ 24.00                              |  |
| Other:                          |                                       |  |
| Business Telephone Calls        | \$                                    |  |
| Personal Vehicle Mileage        | \$ 19.58                              | 44 miles @ 0.445   |
| Seminar Registration/Fees       | \$                                    |  |
| Misc. (Describe under comments) | \$ 0.50                               | phone  |
| <b>Grand Total</b>              | <b>\$ 877.61 + 444.40 = \$1322.01</b> |  |

### Approval Signatures:

(7) R. Seiler 1-23-07

Employee Signature/Date

(8) Pat Fontenot 1/23/07

Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

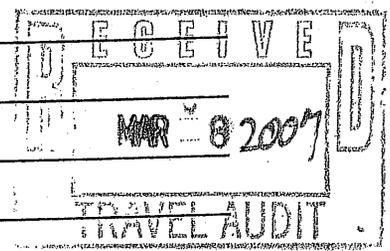
## DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

- (1) Employee's Name: Russ Nettles
- (2) Dates of Travel: Oct 26-28, 2006
- (3) Destination: EPA Headquarters, NC *Research Triangle Park*
- (4) Purpose: Attend EPA Remote Sensing Conference
- (5) Reimbursing Organization: US EPA - *Environmental Protection Agency*

### (6) Itemized Expenses:

| Description                     | Total            | Additional Comments |
|---------------------------------|------------------|---------------------|
| Fares:                          | \$ _____         | _____               |
| Public Transportation           | \$ _____         | _____               |
| Rental Car                      | \$ 110.68        | _____               |
| Air                             | \$ _____         | _____               |
| Meals                           | \$ 189.00        | _____               |
| Lodging                         | \$ 264.42        | _____               |
| Parking                         | \$ 24.00         | _____               |
| Other:                          |                  |                     |
| Business Telephone Calls        | \$ _____         | _____               |
| Personal Vehicle Mileage        | \$ _____         | _____               |
| Seminar Registration/Fees       | \$ _____         | _____               |
| Misc. (Describe under comments) | \$ 14.87         | Gas                 |
| <b>Grand Total</b>              | <b>\$ 602.97</b> | _____               |



### Approval Signatures:

(7) *[Signature]* 3-7-07

Employee Signature/Date

(8) *[Signature]* 3-7-7

Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

## DECLARATION OF THIRD-PARTY REIMBURSEMENT

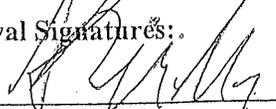
After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

- (1) Employee's Name: Stephen M. Niemeyer, P.E.
- (2) Dates of Travel: 10/23/06-10/26/06
- (3) Destination: Alpine, Texas
- (4) Purpose: Represent the TCEQ at a meeting of the Good Neighbor Environmental Board
- (5) Reimbursing Organization: U.S. EPA

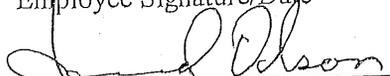
### (6) Itemized Expenses:

| Description                     | Total            | Additional Comments |
|---------------------------------|------------------|---------------------|
| Fares:                          | \$ _____         | _____               |
| Public Transportation           | \$ _____         | _____               |
| Rental Car                      | \$ _____         | _____               |
| Air                             | \$ 482.20        | _____               |
| Meals                           | \$ 136.50        | _____               |
| Lodging                         | \$ 270.00        | _____               |
| Parking                         | \$ 44.00         | _____               |
| Other:                          |                  |                     |
| Business Telephone Calls        | \$ _____         | _____               |
| Personal Vehicle Mileage        | \$ _____         | _____               |
| Seminar Registration/Fees       | \$ _____         | _____               |
| Misc. (Describe under comments) | \$ _____         | _____               |
| <b>Grand Total</b>              | <b>\$ 932.70</b> | _____               |

**Approval Signatures:**

(7)  2/23/07

Employee Signature/Date

(8)  2/28/07

Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

## DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

(1) Employee's Name: Michael Honeycutt  
 (2) Dates of Travel: December 12 - 14, 2006  
 (3) Destination: Durham, NC  
 (4) Purpose: Make presentation at USEPA Air Toxics Workshop  
 (5) Reimbursing Organization: USEPA

(6) Itemized Expenses:

| Description                     | Total              | Additional Comments   |
|---------------------------------|--------------------|---|
| Fares:                          | \$ _____           | _____   |
| Public Transportation           | \$ _____           | _____   |
| Rental Car                      | \$ _____           | _____   |
| Air                             | \$ _____           | * <u>see attached E mail</u><br>EPA directly paid for airfare <u>500.00</u>   |
| Meals                           | \$ 88.79           | _____   |
| Lodging                         | \$ _____           | * <u>see attached E mail</u><br>EPA directly paid for lodging <u>\$204.88</u> |
| Parking                         | \$ 18.00           | _____   |
| Other:                          |                    |   |
| Business Telephone Calls        | \$ _____           | _____   |
| Personal Vehicle Mileage        | \$ 10.68           | _____   |
| Seminar Registration/Fees       | \$ _____           | _____   |
| Misc. (Describe under comments) | \$ _____           | _____   |
| <b>Grand Total</b>              | <b>\$ 117.47</b> * | <u>822.35</u>   |

Approval Signatures:  
 (7) [Signature] 2-2-07

Employee Signature/Date

(8) [Signature] 2-13-07

Supervisor Signature/Date

REC'D BY TCEQ  
 2007 FEB 13 PM 4 20  
 FIN. ADMIN. DIV.

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

## Pam Byas - 3rd Party Travel to North Carolina

---

**From:** Michael Honeycutt  
**To:** Byas, Pam  
**Date:** 3/19/2007 3:37 PM  
**Subject:** 3rd Party Travel to North Carolina  
**CC:** Lively, Mary

---

Pam,

The hotel rate for my North Carolina trip was \$88/night, plus tax (13%) and a \$3/night auxiliary fee. I estimate the flight from Austin to Raleigh Durham cost \$500. EPA paid these costs directly and I don't know how much the actual costs were.

Mike

Michael Honeycutt, Ph.D.  
Manager, Toxicology Section  
Texas Commission on Environmental Quality  
PO Box 13087 MC-168  
Austin, TX 78711-3087  
Phone: 512-239-1793  
Fax: 512-239-1794

$$\begin{aligned} & \$88.00 \times 2 \text{ nights} = 176.00 \times 13\% \text{ tax} = 22.88 + \\ & 3.00 \times 2 \text{ nights} = 6.00 = \underline{\$204.88 \text{ Lodging}} \end{aligned}$$

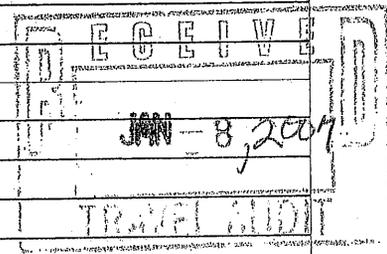
## DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Financial Administration, Travel Unit

|                               |   |
|-------------------------------|---|
| (1) Employee's Name:          | Roberta L. Grant  |
| (2) Dates of Travel:          | 12-11-06 to 12-14-06  |
| (3) Destination:              | Washington, D.C.  |
| (4) Purpose:                  | Attend a National Advisory Committee meeting to develop chemical-specific Acute Exposure Guideline Levels |
| (5) Reimbursing Organization: | USEPA   |

### (6) Itemized Expenses:

| Description                     | Total            | Additional Comments               |
|---------------------------------|------------------|-----------------------------------|
| Fares:                          | \$               |                                   |
| Public Transportation           | \$ 21.15         |                                   |
| Rental Car                      | \$               |                                   |
| Air                             | \$               |                                   |
| Meals                           | \$ 224.00        |                                   |
| Lodging                         | \$ 626.22        |                                   |
| Parking                         | \$ 24.00         |                                   |
| Other:                          |                  |                                   |
| Business Telephone Calls        | \$               |                                   |
| Personal Vehicle Mileage        | \$ 14.24         |                                   |
| Seminar Registration/Fees       | \$               |                                   |
| Misc. (Describe under comments) | \$               |                                   |
| <b>Grand Total</b>              | <b>\$ 912.06</b> | <i>909.61 addition correction</i> |



### Approval Signatures:

|     |                           |        |
|-----|---------------------------|--------|
| (7) | <i>Roberta L. Grant</i>   | 1-8-07 |
|     | Employee Signature/Date   |        |
| (8) | <i>M. L. Grant</i>        | 1-8-07 |
|     | Supervisor Signature/Date |        |

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

FIN ADMIN DIV  
 3005 9157 8 BW 3 AS  
 REC'D BY L-EC

## DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: MC215.

(1) Employee's Name: Gregory Ruff  
 (2) Dates of Travel: 10/22/06 – through – 11/03/06  
 (3) Destination: Federal Law Enforcement Training Center, Glynco, Georgia  
 (4) Purpose: Environmental Crimes Investigations Training  
 (5) Reimbursing Organization: USEPA

**(6) Itemized Expenses:**

| Description           | Total       | Additional Comments  |
|-----------------------|-------------|--|
| Fares:                | \$ 0        |  |
| Public Transportation | \$ 0        |  |
| Rental Car            | \$ 0        |  |
| Air                   | \$ 835.00   | This is an estimate. Actual ticket was purchased by the EPA. Estimate given, is what the state rate would have been for that flight. |
| Meals                 | \$ 468.00   | This is an estimate. All meals where provided at the training facility dinning hall. Estimate is based on \$36.00 a day.             |
| Lodging               | \$ 1,027.00 | This is an estimate. The EPA paid for the login, up front. The estimate is based on \$79.00 a day.                                   |
| Parking               | \$ 0        |  |

|                                 |                    |          |
|---------------------------------|--------------------|----------|
| Other:                          | 0                  |          |
| Business Telephone Calls        | \$ 0               |          |
| Personal Vehicle Mileage        | \$ 0               |          |
| Seminar Registration/Fees       | \$ 0               |          |
| Misc. (Describe under comments) | \$ 0               |          |
| <b>Grand Total</b>              | <b>\$ 2,330.00</b> | Estimate |

Approval Signatures:

(7) Gregory Raff 4/2/07  
 Employee Signature/Date

(8) [Signature] 4/2/07 - for Phil Byn  
 Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

TCEQ-10051 (Rev. 01/2007)

## DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

(1) Employee's Name: Faith Hambleton  
 (2) Dates of Travel: 12/6-12/8/06  
 (3) Destination: Biloxi, MS  
 (4) Purpose: Participate in Microbial Tracking Seminar  
 (5) Reimbursing Organization: University of Southern Mississippi

(6) Itemized Expenses:

| Description                     | Total            | Additional Comments                  |
|---------------------------------|------------------|--------------------------------------|
| Fares:                          | \$ 0             |                                      |
| Public Transportation           | \$ 0             |                                      |
| Rental Car                      | \$ 114.52        |                                      |
| Air                             | \$ 434.20        |                                      |
| Meals                           | \$ 39.45         |                                      |
| Lodging                         | \$               | paid by USM upfront. Don't know cost |
| Parking                         | \$ 18.00         | Austin-Bergstrom Airport             |
| Other:                          | \$ 13.04         | Gas for rental car                   |
| Business Telephone Calls        | \$ 0             |                                      |
| Personal Vehicle Mileage        | \$ 0             |                                      |
| Seminar Registration/Fees       | \$               |                                      |
| Misc. (Describe under comments) | \$               |                                      |
| <b>Grand Total</b>              | <b>\$ 619.21</b> |                                      |

Approval Signatures:

(7) *Faith Hambleton*  
 Employee Signature/Date

(8) *Thomas Nelson* 13 Mar 07  
 Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

# Texas Commission On Environmental Quality

## INTEROFFICE MEMORANDUM

**To:** Commissioners  
Glenn W. Shankle, Executive Director

Date: March 29, 2007

**From:**  David Timberger, Personnel Attorney  
General Law Division

 Kevin McCalla, Director  
General Law Division

 Stephanie Bergeron Perdue, Deputy Director  
Office of Legal Services

**Caption:** **Docket No. 2007-0355- MIS.** Consideration of gifts and donations of \$500.00 or more in value given to the TCEQ, submitted for approval in accordance with Chapter 575 of the Government Code, concerning acceptance of gifts and donations by certain agencies.

Chapter 575 of the Government Code gives some specific direction to state agencies regarding the acceptance of gifts and donations. Chapter 575 of the Government Code provides that the Commission must acknowledge the acceptance of all gifts of money or property with a value of \$500 or more in an open meeting no later than the 90<sup>th</sup> day after the date the gift is accepted. Chapter 575 of the Government Code further states the name of the donor, a description of the gift or donation, and a statement of the purpose of the gift or donation must be recorded in the minutes. Chapter 575 of the Government Code is attached as Exhibit "A."

A list of gifts and donations is attached as Exhibit "B." A Declaration of Third Party Reimbursement form is submitted for each gift or donation listed in Exhibit "B." The Declaration of Third Party Reimbursement forms are attached as Exhibit "C." The Executive Director's approval memorandum is attached as Exhibit "D."

### Attachments

Exhibit "A" - Chapter 575 of the Government Code

Exhibit "B" - List of Gifts and Donations

Exhibit "C" - Declaration of Third Party Reimbursement Forms for supporting documentation

Exhibit "D" - Executive Director's approval memorandum

# **Exhibit A**

## CHAPTER 575. ACCEPTANCE OF GIFT BY STATE AGENCY

### § 575.001. Definitions

In this chapter:

(1) "Gift" means a donation of money or property.

(2) "State agency" means a board, commission, council, committee, department, office, agency, or other governmental entity in the executive or judicial branch of state government. The term does not include an institution of higher education as defined by Section 61.003, Education Code.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997.

### § 575.002. Gifts of \$500 or More

This chapter applies only to a gift that has a value of \$500 or more.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997.

### § 575.003. Acceptance of Gift by State Agency Governing Board

A state agency that has a governing board may accept a gift only if the agency has the authority to accept the gift and a majority of the board, in an open meeting, acknowledges the acceptance of the gift not later than the 90th day after the date the gift is accepted.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997. Amended by Acts 1999, 76th Leg., ch. 143, § 1, eff. Sept. 1, 1999.

### § 575.004. Record of Gift

A state agency that accepts a gift must record the name of the donor, a description of the gift, and a statement of the purpose of the gift in:

(1) the minutes of the governing board of the agency; or

(2) appropriate agency records, if the agency does not have a governing board.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997.

### § 575.005. Acceptance of Gift From Party to Contested Case Prohibited

A state agency may not accept a gift from a person who is a party to a contested case before the agency until the 30th day after the date the decision in the case becomes final under Section 2001.144. In this section, "contested case" has the meaning assigned by Section 2001.003.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997.

**TEXAS COMMISSION ON ENVIRONMENTAL QUALITY  
DECLARATION OF THIRD PARTY REIMBURSEMENT**

Over \$500.00

Dec 2006 through March 2007

| REIMBURSING ORGANIZATION NAME   | TRAVELERS          | DATES OF TRAVEL   | DESTINATION     | PURPOSE OF TRIP                                 | DATE RECEIVED | REIMBURSED      | REIMBURSED TOTAL |
|---|--------------------|-------------------|-----------------|---|---------------|-----------------|------------------|
| Association of State and Territorial Solid Waste Management Officials | Cedilote, Marshall | 12/03/06-12/05/06 | Savannah, Ga    | ASTSWMO Removal at Federal Facilities Symposium | 03/06/07      |                 | \$1,441.02       |
|   |                    |                   |                 |   |               | Transportation: | \$119.55         |
|   |                    |                   |                 |   |               | Air:            | \$972.00         |
|   |                    |                   |                 |   |               | Meals:          | \$141.39         |
|   |                    |                   |                 |   |               | Lodging:        | \$208.08         |
| Association of State and Territorial Solid Waste Management Officials | Cedilote, Marshall | 02/26/07-02/28/07 | Washington, DC  | ASTSWMO Removal Action Focus Group Meeting      | 03/19/07      |                 | \$959.57         |
|   |                    |                   |                 |   |               | Transportation: | \$96.45          |
|   |                    |                   |                 |   |               | Air:            | \$240.60         |
|   |                    |                   |                 |   |               | Meals:          | \$192.00         |
|   |                    |                   |                 |   |               | Lodging:        | \$430.52         |
| Association of State and Territorial Solid Waste Management Officials | Cordell, Melissa   | 11/01/06-11/03/06 | Kansas City, Ks | All Appropriate Inquiry Training                | 12/14/06      |                 | \$871.46         |
|   |                    |                   |                 |   |               | Transportation: | \$90.00          |
|   |                    |                   |                 |   |               | Air:            | \$467.20         |
|   |                    |                   |                 |   |               | Meals:          | \$78.24          |
|   |                    |                   |                 |   |               | Lodging:        | \$218.02         |
|   |                    |                   |                 |   |               | Parking:        | \$18.00          |

|  |                      |                   |              |  |          |                   |          |  |            |
|--|----------------------|-------------------|--------------|--|----------|-------------------|----------|--|------------|
| Association of State<br>and Territorial Solid<br>Waste Management<br>Officials | Posnick, Allan       | 12/03/06-12/05/06 | Savannah, Ga | ASTSWMO Removal<br>Conference                                      | 02/20/07 |                   |          |  | \$684.24   |
|  |                      |                   |              |  |          | Transportation:   | \$44.00  |  |            |
|  |                      |                   |              |  |          | Air:              | \$355.20 |  |            |
|  |                      |                   |              |  |          | Meals:            | \$38.00  |  |            |
|  |                      |                   |              |  |          | Lodging:          | \$214.80 |  |            |
|  |                      |                   |              |  |          | Parking:          | \$18.00  |  |            |
|  |                      |                   |              |  |          | Personal Mileage: | \$14.24  |  |            |
| Coordinating<br>Research Council<br>(CRC)                                      | Aplin, Michael       | 10/23/06-10/25/06 | Phoenix, Az  | Mobile Source Air<br>Toxics Conference                             | 03/13/07 |                   |          |  | \$770.36   |
|  |                      |                   |              |  |          | Transportation:   | \$20.00  |  |            |
|  |                      |                   |              |  |          | Air:              | \$279.60 |  |            |
|  |                      |                   |              |  |          | Lodging           | \$452.76 |  |            |
|  |                      |                   |              |  |          | Parking           | \$18.00  |  |            |
| Nuclear Regulatory<br>Commission   | Abbaszadeh, Muhammac | 01/22/07-01/24/07 | Bethesda, Md | Integrated Materials<br>Performance Evaluation<br>Program Training | 03/06/07 |                   |          |  | \$1,118.84 |
|  |                      |                   |              |  |          | Transportation:   | \$12.00  |  |            |
|  |                      |                   |              |  |          | Air:              | \$478.60 |  |            |
|  |                      |                   |              |  |          | Meals:            | \$192.00 |  |            |
|  |                      |                   |              |  |          | Lodging:          | \$421.12 |  |            |
|  |                      |                   |              |  |          | Personal Mileage: | \$15.12  |  |            |
| NOAA - National<br>Oceanic &<br>Atmospheric<br>Administration                  | Dvorsky, Chuck       | 12/11/06-12/13/06 | Savannah, Ga | ACT Nutrient Sensor<br>Workshop                                    | 01/11/07 |                   |          |  | \$764.25   |
|  |                      |                   |              |  |          | Transportation:   | \$30.00  |  |            |
|  |                      |                   |              |  |          | Air:              | \$436.20 |  |            |
|  |                      |                   |              |  |          | Meals:            | \$28.23  |  |            |
|  |                      |                   |              |  |          | Lodging:          | \$246.16 |  |            |
|  |                      |                   |              |  |          | Personal Mileage: | \$23.66  |  |            |



|                                    |                    |                   |                          |   |          |                   |          |          |
|------------------------------------|--------------------|-------------------|--------------------------|---|----------|-------------------|----------|----------|
| US Environmental Protection Agency | Nettles, Russ      | 10/26/06-10/28/06 | Research Triangle Pk, Nc | Attend EPA Remote Sensing Conference  | 03/08/07 |                   |          | \$602.97 |
|                                    |                    |                   |                          |   |          | Rental Car:       | \$110.68 |          |
|                                    |                    |                   |                          |   |          | Meals:            | \$189.00 |          |
|                                    |                    |                   |                          |   |          | Lodging:          | \$264.42 |          |
|                                    |                    |                   |                          |   |          | Parking:          | \$24.00  |          |
|                                    |                    |                   |                          |   |          | Gasoline:         | \$14.87  |          |
| US Environmental Protection Agency | Niemeyer, Stephen  | 10/23/06-10/26/06 | Alpine, Tx               | Represent the TCEQ at a meeting of the Good Neighbor Environmental Board                                  | 02/28/07 |                   |          | \$932.70 |
|                                    |                    |                   |                          |   |          | Airfare:          | \$482.20 |          |
|                                    |                    |                   |                          |   |          | Meals:            | \$136.50 |          |
|                                    |                    |                   |                          |   |          | Lodging:          | \$270.00 |          |
|                                    |                    |                   |                          |   |          | Parking:          | \$44.00  |          |
| US Environmental Protection Agency | Honeycutt, Michael | 12/12/06-12/14/06 | Durham, NC               | Make presentation at USEPA Air Toxics Workshop  | 02/13/07 |                   |          | \$822.35 |
|                                    |                    |                   |                          |   |          | Air:              | \$500.00 |          |
|                                    |                    |                   |                          |   |          | Meals:            | \$88.79  |          |
|                                    |                    |                   |                          |   |          | Lodging:          | \$204.88 |          |
|                                    |                    |                   |                          |   |          | Parking:          | \$18.00  |          |
|                                    |                    |                   |                          |   |          | Personal Mileage: | \$10.68  |          |
| US Environmental Protection Agency | Grant, Roberta     | 12/11/06-12/14/06 | Washington, DC           | Attend a National Advisory Committee meeting to develop chemical-specific Acute Exposure Guideline Levels | 01/08/07 |                   |          | \$909.61 |
|                                    |                    |                   |                          |   |          | Transportation:   | \$21.15  |          |
|                                    |                    |                   |                          |   |          | Meals:            | \$224.00 |          |
|                                    |                    |                   |                          |   |          | Lodging:          | \$626.22 |          |
|                                    |                    |                   |                          |   |          | Parking:          | \$24.00  |          |
|                                    |                    |                   |                          |   |          | Personal Mileage: | \$14.24  |          |

|  |                  |                   |            |  |          |             |             |             |
|--|------------------|-------------------|------------|--|----------|-------------|-------------|-------------|
| US Environmental<br>Protection Agency    | Ruff, Gregory    | 10/22/06-11/03/06 | Glynco, Ga | Environmental Crimes<br>Training             | 12/12/06 |             |             | \$2,330.00  |
|  |                  |                   |            |  |          | Air:        | \$835.00    |             |
|  |                  |                   |            |  |          | Meals:      | \$468.00    |             |
|  |                  |                   |            |  |          | Lodging:    | \$1,027.00  |             |
| University of<br>Southern<br>Mississippi | Hambleton, Faith | 12/06/06-12/08/06 | Biloxi, Ms | Participate in Microbial<br>Tracking Seminar | 03/13/07 |             |             | \$619.21    |
|  |                  |                   |            |  |          | Rental Car: | \$114.52    |             |
|  |                  |                   |            |  |          | Air:        | \$434.20    |             |
|  |                  |                   |            |  |          | Meals:      | \$39.45     |             |
|  |                  |                   |            |  |          | Parking:    | \$18.00     |             |
|  |                  |                   |            |  |          | Gasoline:   | \$13.04     |             |
|  |                  |                   |            |  |          | Totals      | \$16,561.16 | \$16,561.16 |

# **Exhibit C**

## DECLARATION OF THIRD-PARTY REIMBURSEMENT

**After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.**

(1) Employee's Name: Marshall Cedilote

(2) Dates of Travel: 12/3/06 - 12/5/06

(3) Destination: Savannah, GA

(4) Purpose: ASTSWMO Removals at Federal Facilities Symposium

(5) Reimbursing Organization: ASTSWMO

### (6) Itemized Expenses:

| Description                     | Total             | Additional Comments |
|---------------------------------|-------------------|---------------------|
| Fares:                          | \$ 119.55         |                     |
| Public Transportation           | \$                |                     |
| Rental Car                      | \$                |                     |
| Air                             | \$ 972.00         |                     |
| Meals                           | \$ 141.39         |                     |
| Lodging                         | \$ 208.08         |                     |
| Parking                         | \$                |                     |
| Other:                          |                   |                     |
| Business Telephone Calls        | \$                |                     |
| Personal Vehicle Mileage        | \$                |                     |
| Seminar Registration/Fees       | \$                |                     |
| Misc. (Describe under comments) | \$                |                     |
| <b>Grand Total</b>              | <b>\$ 1441.02</b> |                     |

### Approval Signatures:

(7) Marshall Cedilote 3/6/07  
Employee Signature/Date

(8) [Signature] 3/6/07  
Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

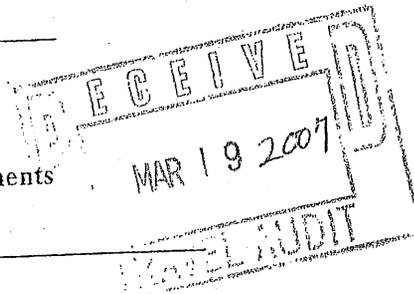
## DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

- (1) Employee's Name: Marshall Cedilote
- (2) Dates of Travel: 2/26/07 - 2/28/07
- (3) Destination: Washington, DC
- (4) Purpose: ASTSWMO Removal Action Focus Group meeting
- (5) Reimbursing Organization: ASTSWMO

(6) Itemized Expenses:

| Description                     | Total            | Additional Comments |
|---------------------------------|------------------|---------------------|
| Fares:                          | \$ 96.45         |                     |
| Public Transportation           | \$               |                     |
| Rental Car                      | \$               |                     |
| Air                             | \$ 240.60        |                     |
| Meals                           | \$ 192.00        |                     |
| Lodging                         | \$ 430.52        |                     |
| Parking                         | \$               |                     |
| Other:                          |                  |                     |
| Business Telephone Calls        | \$               |                     |
| Personal Vehicle Mileage        | \$               |                     |
| Seminar Registration/Fees       | \$               |                     |
| Misc. (Describe under comments) | \$               |                     |
| <b>Grand Total</b>              | <b>\$ 959.57</b> |                     |



Approval Signatures:

(7) Marshall Cedilote  
Employee Signature/Date

(8) [Signature] 3/17/07  
Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

ATTN: PAM

### DECLARATION OF THIRD-PARTY REIMBURSEMENT

MC-136  
12/13

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

- (1) Employee's Name: Melissa Cordell
- (2) Dates of Travel: 11/01 - 11/03/06
- (3) Destination: KANSAS City, KANSAS
- (4) Purpose: All Appropriate Inquiry TRAINING
- (5) Reimbursing Organization: Association of State and Territorial Solid Waste Management Officials
- (6) Itemized Expenses:

| Description                     | Total                   | Additional Comments   |
|---------------------------------|-------------------------|---|
| Fares:                          | \$ <u>90.00</u>         |   |
| Public Transportation           | \$                      |   |
| Rental Car                      | \$                      |   |
| Air                             | \$ <u>467.20</u>        |   |
| Meals                           | \$ <u>78.24</u>         |   |
| Lodging                         | \$ <u>218.02</u>        | I was given permission by ASTSWMO to stay 2 nights, in order to get a cheap flight. |
| Parking                         | \$ <u>18.00</u>         |   |
| Other:                          |                         |   |
| Business Telephone Calls        | \$                      |   |
| Personal Vehicle Mileage        | \$                      |   |
| Seminar Registration/Fees       | \$                      |   |
| Misc. (Describe under comments) | \$                      |   |
| <b>Grand Total</b>              | <b>\$ <u>871.46</u></b> |   |

- Approval Signatures:
- (7) Melissa Cordell 12/11/06  
Employee Signature/Date
  - (8) Ala Bame 12/14/06  
Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the total amount received from the reimbursing source.

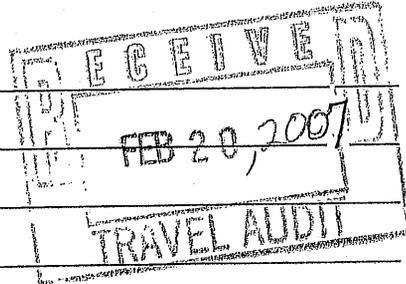
# DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

(1) Employee's Name: Allen Pomeroy  
 (2) Dates of Travel: 12/3-5/2006  
 (3) Destination: Savannah, GA  
 (4) Purpose: ASTSWMO Removal Conference  
 (5) Reimbursing Organization: Assoc. of State & Territorial School Health Officers

(6) Itemized Expenses:

| Description                     | Total            | Additional Comments            |
|---------------------------------|------------------|--------------------------------|
| Fares:                          | \$ 44.00         | <u>Lim to hotel round trip</u> |
| Public Transportation           | \$               |                                |
| Rental Car                      | \$ —             |                                |
| Air                             | \$ 355.20        |                                |
| Meals                           | \$ 38.00         |                                |
| Lodging                         | \$ 214.80        |                                |
| Parking                         | \$ 18.00         | <u>Airport</u>                 |
| Other:                          |                  |                                |
| Business Telephone Calls        | \$               |                                |
| Personal Vehicle Mileage        | \$ 14.24         |                                |
| Seminar Registration/Fees       | \$               |                                |
| Misc. (Describe under comments) | \$               |                                |
| <b>Grand Total</b>              | <b>\$ 684.24</b> |                                |



Approval Signatures\*

(7) Allen Pomeroy 2/16/07  
 Employee Signature/Date

(8) [Signature] 2/19/07  
 Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

## DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

(1) Employee's Name: Michael S. Aplin  
 (2) Dates of Travel: October 23 - 25, 2006  
 (3) Destination: Phoenix, AZ  
 (4) Purpose: Mobile Source Air Toxics Conference  
 (5) Reimbursing Organization: Coordinating Research Council (CRC)

**(6) Itemized Expenses:**

| Description                     | Total            | Additional Comments                          |
|---------------------------------|------------------|--|
| Fares:                          | \$               |  |
| Public Transportation           | \$ 20.00         | PHX Airport to Hyatt and back                |
| Rental Car                      | \$               |  |
| Air                             | \$ 279.60        | Round-trip AUS to PHX                        |
| Meals                           | \$               |  |
| Lodging                         | \$ 452.76        | Hyatt Regency, Phoenix                       |
| Parking                         | \$ 18.00         | At AUS Airport                               |
| Other:                          |                  |  |
| Business Telephone Calls        | \$               |  |
| Personal Vehicle Mileage        | \$               |  |
| Seminar Registration/Fees       | \$               |  |
| Misc. (Describe under comments) | \$               |  |
| <b>Grand Total</b>              | <b>\$ 770.36</b> | Registration and Per Diem reimbursed by TCEQ |

**Approval Signatures:**

(7) Michael S. Aplin 11-17-06

Employee Signature/Date

(8) [Signature] 3-6-07

Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

## DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

(1) Employee's Name: Muhammadali Abbaszadeh

(2) Dates of Travel: January 22-24, 2007

(3) Destination: Bethesda, Maryland

(4) Purpose: Integrated Materials Performance Evaluation Program Training

(5) Reimbursing Organization: Nuclear Regulatory Commission

(6) Itemized Expenses:

| Description                     | Total              | Additional Comments |
|---------------------------------|--------------------|---------------------|
| <b>Fares:</b>                   | \$ _____           | _____               |
| Public Transportation           | \$ 12.00           | _____               |
| Rental Car                      | \$ 0.00            | _____               |
| Air                             | \$ 478.60          | _____               |
| Meals                           | \$ 192.00          | _____               |
| Lodging                         | \$ 421.12          | _____               |
| Parking                         | \$ 0.00            | _____               |
| <b>Other:</b>                   |                    |                     |
| Business Telephone Calls        | \$ 0.00            | _____               |
| Personal Vehicle Mileage        | \$ 15.12           | _____               |
| Seminar Registration/Fees       | \$ 0.00            | _____               |
| Misc. (Describe under comments) | \$ 0.00            | _____               |
| <b>Grand Total</b>              | <b>\$ 1,118.84</b> | _____               |

Approval Signatures:

(7) Muhammadali Abbaszadeh / 3/6/07  
Employee Signature/Date

(8) Salal a. John 3/6/07  
Supervisor Signature/Date

## DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

(1) Employee's Name: Chuck Dvorsky  
 (2) Dates of Travel: 12/11-12/13 2006  
 (3) Destination: Savannah, Georgia  
 (4) Purpose: ACT Nutrient Sensor Workshop  
 (5) Reimbursing Organization: NOAA - National Oceanic & Atmospheric Administration

(6) Itemized Expenses:

| Description                     | Total            | Additional Comments                                       |
|---------------------------------|------------------|---|
| Fares:                          | \$ 0.0           |   |
| Public Transportation           | \$ 30.00         | Paid to C. Dvorsky  |
| Rental Car                      | \$ 0.0           |   |
| Air                             | \$ 436.20        | Paid Direct by ACT/NOAA                                   |
| Meals                           | \$ *             | Paid Direct by ACT/NOAA                                   |
| Lodging                         | \$ 246.16        | Paid Direct by ACT/NOAA                                   |
| Parking                         | \$ 0.0           |   |
| Other:                          | 0.0              |   |
| Business Telephone Calls        | \$ 0.0           |   |
| Personal Vehicle Mileage        | \$ 23.66         | Paid to C. Dvorsky  |
| Seminar Registration/Fees       | \$ 0.0           |   |
| Misc. (Describe under comments) | \$ 28.23         | * Meals in transit to/from Savannah<br>Paid to C. Dvorsky |
|                                 | 0.0              |   |
| <b>Grand Total</b>              | <b>\$ 764.25</b> | C. Dvorsky was reimbursed \$81.89.                        |

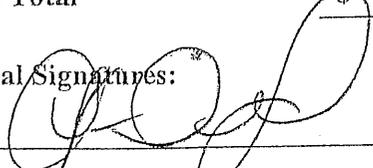
RECEIVED

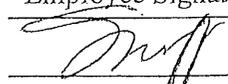
JAN 11 2007

TRAVEL AUDIT

REC'D BY ICEO  
 JAN 11 11:00 AM '07  
 TRAVEL UNIT

Approval Signatures:

(7)  12/8/07  
 Employee Signature/Date

(8)  1/10/07  
 Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

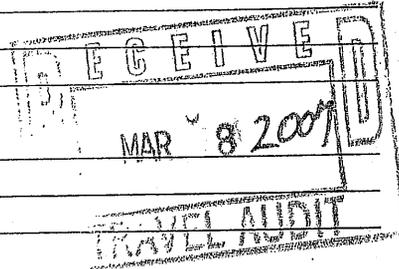
## DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

- (1) Employee's Name: Kera Bell  
 (2) Dates of Travel: 10/23/06 - 10/26/06  
 (3) Destination: Scottsdale, AZ  
 (4) Purpose: ITRC Fall Conference / UXO Team Meeting  
 (5) Reimbursing Organization: ECOS / ITRC

(6) Itemized Expenses:

| Description                     | Total                     | Additional Comments |
|---------------------------------|---------------------------|---------------------|
| <b>Fares:</b>                   | \$                        |                     |
| Public Transportation           | \$ 28.00                  |                     |
| Rental Car                      | \$                        |                     |
| Air                             | \$ 320.60                 |                     |
| Meals                           | \$ 169.75                 |                     |
| Lodging                         | \$                        |                     |
| Parking                         | \$ 24.00                  |                     |
| <b>Other:</b>                   |                           |                     |
| Business Telephone Calls        | \$                        |                     |
| Personal Vehicle Mileage        | \$ <del>34.00</del> 15.13 |                     |
| Seminar Registration/Fees       | \$                        |                     |
| Misc. (Describe under comments) | \$                        |                     |
| <b>Grand Total</b>              | <b>\$ 557.48</b>          |                     |



- Approval Signatures:
- (7) Kera Bell 3/6/07  
 Employee Signature/Date
- (8) Ada Schae 3/7/07  
 Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

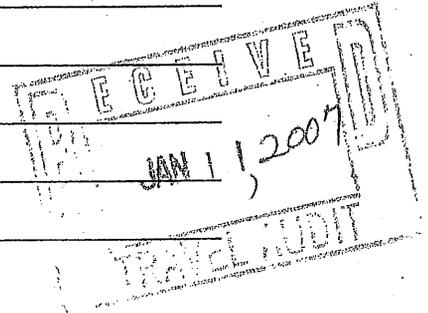
ECOS = Environmental Council of States  
 ITRC = Interstate Technology & Regulatory Council

## DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

- (1) Employee's Name: Gary Beyer
- (2) Dates of Travel: October 23 thru October 27, 2006
- (3) Destination: Scottsdale, Arizona
- (4) Purpose: ITRC Fall Conference and Instructor Training
- (5) Reimbursing Organization: ITRC - Interstate Technology + Regulatory Council
- (6) Itemized Expenses:

| Description                     | Total            | Additional Comments |
|---------------------------------|------------------|---------------------|
| Fares:                          | \$               |                     |
| Public Transportation           | \$ 57.00         |                     |
| Rental Car                      | \$               |                     |
| Air                             | \$ 402.59        |                     |
| Meals                           | \$ 280.50        |                     |
| Lodging                         | \$               |                     |
| Parking                         | \$               |                     |
| Other:                          |                  |                     |
| Business Telephone Calls        | \$               |                     |
| Personal Vehicle Mileage        | \$               |                     |
| Seminar Registration/Fees       | \$               |                     |
| Misc. (Describe under comments) | \$               |                     |
| <b>Grand Total</b>              | <b>\$ 740.09</b> |                     |



RECEIVED  
 JAN 11 2007  
 TRAVEL UNIT  
 REC'D BY ICEO

Approval Signatures:

(7) [Signature] 1/4/07  
 Employee Signature/Date

(8) [Signature] 1/8/07  
 Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

TNRCC-10051

### DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

- (1) Employee's Name: Robert Reed
- (2) Dates of Travel: 05/14/06 - 05/19/06
- (3) Destination: Pueblo, Colorado
- (4) Purpose: Training
- (5) Reimbursing Organization: Union Pacific Railroad

(6) Itemized Expenses:



| Description                     | Total             | Additional Comments |
|---------------------------------|-------------------|---------------------|
| Fares:                          | \$                |                     |
| Public Transportation           | \$ 75.00          |                     |
| Rental Car                      | \$                |                     |
| Air                             | \$ 460.00         |                     |
| Meals                           | \$ 180.00         |                     |
| Lodging                         | \$ 400.00         |                     |
| Parking                         | \$                |                     |
| Other:                          |                   |                     |
| Business Telephone Calls        | \$                |                     |
| Personal Vehicle Mileage        | \$                |                     |
| Seminar Registration/Fees       | \$                |                     |
| Misc. (Describe under comments) | \$                |                     |
| <b>Grand Total</b>              | <b>\$ 1115.00</b> |                     |

Approval Signatures:

(7) [Signature] 03/08/07  
Employee Signature/Date

(8) [Signature] 3-20-07  
Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

## DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

- (1) Employee's Name: Richard Seiler
- (2) Dates of Travel: November 28 to December 1, 2006
- (3) Destination: Washington D. C.
- (4) Purpose: To attend a meeting of the U.S. Department of the Interior, Natural Resource Damage Assessment and Restoration Federal Advisory Committee
- (5) Reimbursing Organization: U.S. Department of the Interior

(6) Itemized Expenses:

| Description                     | Total                                  | Additional Comments  |
|---------------------------------|--|--|
| Fares:                          | \$ 29.00                               |  |
| Public Transportation           | \$                                     |  |
| Rental Car                      | \$                                     |  |
| Air                             | \$ <del>444.40 *                       | Purchased by DOI - Not reimbursed, Includes Ticket Fee <i>Indirect reimbursement</i> |
| Meals                           | \$ 224.00                              | FEDERAL PER DIEM RATE  |
| Lodging                         | \$ 580.53                              |  |
| Parking                         | \$ 24.00                               |  |
| Other:                          |  |  |
| Business Telephone Calls        | \$                                     |  |
| Personal Vehicle Mileage        | \$ 19.58                               | 44 miles @ 0.445   |
| Seminar Registration/Fees       | \$                                     |  |
| Misc. (Describe under comments) | \$ 0.50                                | phone  |
| <b>Grand Total</b>              | <b>\$ 877.61 + 444.40 = \$ 1322.01</b> |  |

Approval Signatures:

(7) *R. Seiler* 1-23-07

Employee Signature/Date

(8) *Pat Fontenot* 1/23/07

Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

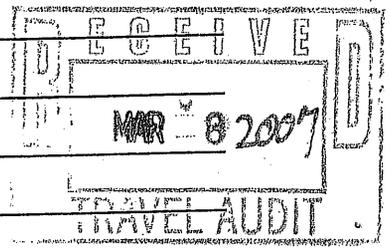
## DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

- (1) Employee's Name: Russ Nettles
- (2) Dates of Travel: Oct 26-28, 2006
- (3) Destination: EPA Headquarters, NC *Research Triangle Park*
- (4) Purpose: Attend EPA Remote Sensing Conference
- (5) Reimbursing Organization: US EPA - *Environmental Protection Agency*

(6) Itemized Expenses:

| Description                     | Total            | Additional Comments |
|---------------------------------|------------------|---------------------|
| Fares:                          | \$ _____         | _____               |
| Public Transportation           | \$ _____         | _____               |
| Rental Car                      | \$ 110.68        | _____               |
| Air                             | \$ _____         | _____               |
| Meals                           | \$ 189.00        | _____               |
| Lodging                         | \$ 264.42        | _____               |
| Parking                         | \$ 24.00         | _____               |
| Other:                          |                  |                     |
| Business Telephone Calls        | \$ _____         | _____               |
| Personal Vehicle Mileage        | \$ _____         | _____               |
| Seminar Registration/Fees       | \$ _____         | _____               |
| Misc. (Describe-under comments) | \$ 14.87         | Gas                 |
| <b>Grand Total</b>              | <b>\$ 602.97</b> | _____               |



Approval Signatures:

(7) *[Signature]* 3-7-07  
Employee Signature/Date

(8) *[Signature]* 3-7-7  
Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

## DECLARATION OF THIRD-PARTY REIMBURSEMENT

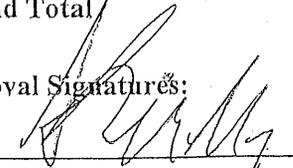
After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

- (1) Employee's Name: Stephen M. Niemeyer, P.E.
- (2) Dates of Travel: 10/23/06-10/26/06
- (3) Destination: Alpine, Texas
- (4) Purpose: Represent the TCEQ at a meeting of the Good Neighbor Environmental Board
- (5) Reimbursing Organization: U.S. EPA

### (6) Itemized Expenses:

| Description                     | Total            | Additional Comments |
|---------------------------------|------------------|---------------------|
| <b>Fares:</b>                   | \$               |                     |
| Public Transportation           | \$               |                     |
| Rental Car                      | \$               |                     |
| Air                             | \$ 482.20        |                     |
| Meals                           | \$ 136.50        |                     |
| Lodging                         | \$ 270.00        |                     |
| Parking                         | \$ 44.00         |                     |
| <b>Other:</b>                   |                  |                     |
| Business Telephone Calls        | \$               |                     |
| Personal Vehicle Mileage        | \$               |                     |
| Seminar Registration/Fees       | \$               |                     |
| Misc. (Describe under comments) | \$               |                     |
| <b>Grand Total</b>              | <b>\$ 932.70</b> |                     |

**Approval Signatures:**

(7)  2/23/07

Employee Signature/Date

(8)  2/28/07

Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

## DECLARATION OF THIRD-PARTY REIMBURSEMENT

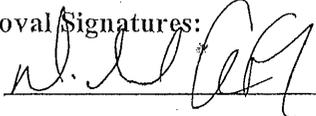
After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

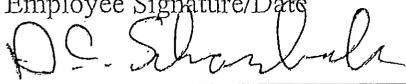
- (1) Employee's Name: Michael Honeycutt
- (2) Dates of Travel: December 12 - 14, 2006
- (3) Destination: Durham, NC
- (4) Purpose: Make presentation at USEPA Air Toxics Workshop
- (5) Reimbursing Organization: USEPA

(6) Itemized Expenses:

| Description                     | Total            | Additional Comments   |
|---------------------------------|------------------|---|
| <b>Fares:</b>                   | \$               |   |
| Public Transportation           | \$               |   |
| Rental Car                      | \$               |   |
| Air                             | \$               | * <i>see attached E mail</i><br>EPA directly paid for airfare <u>500.00</u> |
| Meals                           | \$ 88.79         |   |
| Lodging                         | \$               | * <i>see attached E mail</i><br>EPA directly paid for lodging <u>204.88</u> |
| Parking                         | \$ 18.00         |   |
| <b>Other:</b>                   |                  |   |
| Business Telephone Calls        | \$               |   |
| Personal Vehicle Mileage        | \$ 10.68         |   |
| Seminar Registration/Fees       | \$               |   |
| Misc. (Describe under comments) | \$               |   |
| <b>Grand Total</b>              | <b>\$ 117.47</b> | <b>* 822.35</b>   |

Approval Signatures:

(7)  2-2-07  
Employee Signature/Date

(8)  2-13-07  
Supervisor Signature/Date

REC'D BY TCEQ  
2007 FEB 13 PM 4 20  
FIN. ADMIN. DIV.

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

**Pam Byas - 3rd Party Travel to North Carolina**

---

**From:** Michael Honeycutt  
**To:** Byas, Pam  
**Date:** 3/19/2007 3:37 PM  
**Subject:** 3rd Party Travel to North Carolina  
**CC:** Lively, Mary

---

Pam,

The hotel rate for my North Carolina trip was \$88/night, plus tax (13%) and a \$3/night auxiliary fee. I estimate the flight from Austin to Raleigh Durham cost \$500. EPA paid these costs directly and I don't know how much the actual costs were.

Mike

Michael Honeycutt, Ph.D.  
Manager, Toxicology Section  
Texas Commission on Environmental Quality  
PO Box 13087 MC-168  
Austin, TX 78711-3087  
Phone: 512-239-1793  
Fax: 512-239-1794

$$\begin{aligned} \$88.00 \times 2 \text{ nights} &= 176.00 \times 13\% \text{ tax} = 22.88 + \\ 3.00 \times 2 \text{ nights} &= 6.00 = \underline{\underline{\$204.88 \text{ Lodging}}} \end{aligned}$$

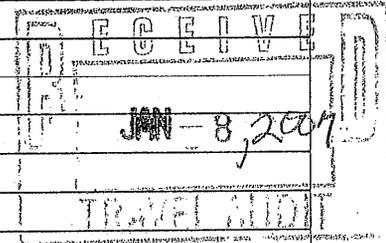
## DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Financial Administration, Travel Unit

|                               |   |
|-------------------------------|---|
| (1) Employee's Name:          | Roberta L. Grant  |
| (2) Dates of Travel:          | 12-11-06 to 12-14-06  |
| (3) Destination:              | Washington, D.C.  |
| (4) Purpose:                  | Attend a National Advisory Committee meeting to develop chemical-specific Acute Exposure Guideline Levels |
| (5) Reimbursing Organization: | USEPA   |

### (6) Itemized Expenses:

| Description                     | Total                       | Additional Comments |
|---------------------------------|-----------------------------|---------------------|
| Fares:                          | \$                          |                     |
| Public Transportation           | \$ 21.15                    |                     |
| Rental Car                      | \$                          |                     |
| Air                             | \$                          |                     |
| Meals                           | \$ 224.00                   |                     |
| Lodging                         | \$ 626.22                   |                     |
| Parking                         | \$ 24.00                    |                     |
| Other:                          |                             |                     |
| Business Telephone Calls        | \$                          |                     |
| Personal Vehicle Mileage        | \$ 14.24                    |                     |
| Seminar Registration/Fees       | \$                          |                     |
| Misc. (Describe under comments) | \$                          |                     |
| Grand Total                     | \$ <del>912.06</del> 909.61 | addition correction |



### Approval Signatures:

|     |                                   |
|-----|-----------------------------------|
| (7) | <i>Roberta L. Grant</i> / 1-08-07 |
|     | Employee Signature/Date           |
| (8) | <i>[Signature]</i> 1-8-07         |
|     | Supervisor Signature/Date         |

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

LIK ADMIN DIV  
 2007 JAN 8 10 3 AS  
 SEC. OF L. & EC

## DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: MC215.

(1) Employee's Name: Gregory Ruff  
 (2) Dates of Travel: 10/22/06 – through – 11/03/06  
 (3) Destination: Federal Law Enforcement Training Center, Glyngo, Georgia  
 (4) Purpose: Environmental Crimes Investigations Training  
 (5) Reimbursing Organization: USEPA

(6) Itemized Expenses:

| Description           | Total       | Additional Comments  |
|-----------------------|-------------|--|
| Fares:                | \$ 0        |  |
| Public Transportation | \$ 0        |  |
| Rental Car            | \$ 0        |  |
| Air                   | \$ 835.00   | This is an estimate. Actual ticket was purchased by the EPA. Estimate given, is what the state rate would have been for that flight. |
| Meals                 | \$ 468.00   | This is an estimate. All meals were provided at the training facility dining hall. Estimate is based on \$36.00 a day.               |
| Lodging               | \$ 1,027.00 | This is an estimate. The EPA paid for the login, up front. The estimate is based on \$79.00 a day.                                   |
| Parking               | \$ 0        |  |

|                                 |                    |                 |
|---------------------------------|--------------------|-----------------|
| Other:                          | 0                  |                 |
| Business Telephone Calls        | \$ 0               |                 |
| Personal Vehicle Mileage        | \$ 0               |                 |
| Seminar Registration/Fees       | \$ 0               |                 |
| Misc. (Describe under comments) | \$ 0               |                 |
| <b>Grand Total</b>              | <b>\$ 2,330.00</b> | <b>Estimate</b> |

Approval Signatures:

(7) Gregory Raff 4/2/07  
Employee/Signature/Date

(8) M. M. [Signature] 4/2/07 - for Paul Byrnes  
Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

TCEQ-10051 (Rev. 01/2007)

## DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: Sharon Steinfeldt MC215.

(1) Employee's Name: Faith Hambleton  
 (2) Dates of Travel: 12/6-12/8/06  
 (3) Destination: Biloxi, MS  
 (4) Purpose: Participate in Microbial Tracking Seminar  
 (5) Reimbursing Organization: University of Southern Mississippi

### (6) Itemized Expenses:

| Description                     | Total            | Additional Comments                  |
|---------------------------------|------------------|--------------------------------------|
| Fares:                          | \$ 0             |                                      |
| Public Transportation           | \$ 0             |                                      |
| Rental Car                      | \$ 114.52        |                                      |
| Air                             | \$ 434.20        |                                      |
| Meals                           | \$ 39.45         |                                      |
| Lodging                         | \$               | paid by USM upfront. Don't know cost |
| Parking                         | \$ 18.00         | Austin-Bergstrom Airport             |
| Other:                          | \$ 13.04         | Gas for rental car                   |
| Business Telephone Calls        | \$ 0             |                                      |
| Personal Vehicle Mileage        | \$ 0             |                                      |
| Seminar Registration/Fees       | \$               |                                      |
| Misc. (Describe under comments) | \$               |                                      |
| <b>Grand Total</b>              | <b>\$ 619.21</b> |                                      |

**Approval Signatures:**

(7) *Faith Hambleton*  
 Employee Signature/Date

(8) *Thomas Wilson 13 Mar 07*  
 Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

# Exhibit D

# Texas Commission On Environmental Quality

## INTEROFFICE MEMORANDUM

To: Glenn W. Shankle, Executive Director

Date: March 29, 2007

From:  David Timberger, Personnel Attorney  
General Law Division

 Kevin McCalla, Director  
General Law Division

 Stephanie Bergeron Perdue, Deputy Director  
Office of Legal Services

**Caption:** Docket No. 2007-0355- MIS. Consideration of gifts and donations of \$500.00 or more in value given to the TCEQ, submitted for approval in accordance with Chapter 575 of the Government Code, concerning acceptance of gifts and donations by certain agencies.

Chapter 575 of the Government Code gives some specific direction to state agencies regarding the acceptance of gifts and donations. Chapter 575 provides that the Commission must acknowledge the acceptance of all gifts of money or property with a value of \$500 or more in an open meeting no later than the 90<sup>th</sup> day after the date the gift is accepted. Chapter 575 further states the name of the donor, a description of the gift or donation, and a statement of the purpose of the gift or donation must be recorded in the minutes. Chapter 575 of the Government Code is attached as Exhibit "A."

Before the Commission can acknowledge the acceptance of gifts and donations with a value of \$500 or more listed in Exhibit "B", the gifts must be accepted by the agency.

A list of gifts and donations is attached as Exhibit "B." A Declaration of Third Party Reimbursement form is submitted for each gift or donation listed in Exhibit "B." The Declaration of Third Party Reimbursement forms are attached as Exhibit "C." Your signature below is needed to "accept" the aforementioned and referenced exhibits. We recommend you sign this form and accept the gifts.

I acknowledge and accept the gifts listed in Exhibit "B", on behalf of the Texas Commission on Environmental Quality.

  
\_\_\_\_\_  
Glenn Shankle, Executive Director

Date: April 4, 2007

# TEXAS COMMISSION ON ENVIRONMENTAL QUALITY



A RESOLUTION      Regarding acceptance of gifts and donations in accordance with Chapter 575 of the Government Code concerning acceptance of gifts and donations by certain state agencies;  
**Docket No. 2007-0355- MIS.**

WHEREAS, Chapter 575 of the Government Code provides that a majority of the Commission must acknowledge the acceptance of all gifts of money or property with a value of \$500.00 or more in an open meeting no later than the 90<sup>th</sup> day after the date the gift is accepted.

WHEREAS, a list of gifts and donations submitted for acknowledgment is attached as Exhibit "A." The gifts have been accepted by the Executive Director. The list includes a description and amount of each gift or donation with a value of \$500.00 or more, the donor's name, and a statement regarding the purpose of each gift or donation in accordance with Section 575.004 of Chapter 575.

NOW, THEREFORE BE IT RESOLVED BY THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY that the Commission acknowledges acceptance of the gifts and donations listed in Exhibit "A" in accordance with Chapter 575 of the Government Code.

Issued this the \_\_\_\_ day of \_\_\_\_\_, 2007

TEXAS COMMISSION ON  
ENVIRONMENTAL QUALITY

---

Kathleen Hartnett White, Chairman

# **Exhibit A**



|  |                      |                   |              |  |          |                   |          |            |
|--|----------------------|-------------------|--------------|--|----------|-------------------|----------|------------|
| Association of State<br>and Territorial Solid<br>Waste Management<br>Officials | Posnick, Allan       | 12/03/06-12/05/06 | Savannah, Ga | ASTSWMO Removal<br>Conference                                      | 02/20/07 |                   |          | \$684.24   |
|  |                      |                   |              |  |          | Transportation:   | \$44.00  |            |
|  |                      |                   |              |  |          | Air:              | \$355.20 |            |
|  |                      |                   |              |  |          | Meals:            | \$38.00  |            |
|  |                      |                   |              |  |          | Lodging:          | \$214.80 |            |
|  |                      |                   |              |  |          | Parking:          | \$18.00  |            |
|  |                      |                   |              |  |          | Personal Mileage: | \$14.24  |            |
| Coordinating<br>Research Council<br>(CRC)                                      | Aplin, Michael       | 10/23/06-10/25/06 | Phoenix, Az  | Mobile Source Air<br>Toxics Conference                             | 03/13/07 |                   |          | \$770.36   |
|  |                      |                   |              |  |          | Transportation:   | \$20.00  |            |
|  |                      |                   |              |  |          | Air:              | \$279.60 |            |
|  |                      |                   |              |  |          | Lodging           | \$452.76 |            |
|  |                      |                   |              |  |          | Parking           | \$18.00  |            |
| Nuclear Regulatory<br>Commission   | Abbaszadeh, Muhammac | 01/22/07-01/24/07 | Bethesda, Md | Integrated Materials<br>Performance Evaluation<br>Program Training | 03/06/07 |                   |          | \$1,118.84 |
|  |                      |                   |              |  |          | Transportation:   | \$12.00  |            |
|  |                      |                   |              |  |          | Air:              | \$478.60 |            |
|  |                      |                   |              |  |          | Meals:            | \$192.00 |            |
|  |                      |                   |              |  |          | Lodging:          | \$421.12 |            |
|  |                      |                   |              |  |          | Personal Mileage: | \$15.12  |            |
| NOAA - National<br>Oceanic &<br>Atmospheric<br>Administration                  | Dvorsky, Chuck       | 12/11/06-12/13/06 | Savannah, Ga | ACT Nutrient Sensor<br>Workshop                                    | 01/11/07 |                   |          | \$764.25   |
|  |                      |                   |              |  |          | Transportation:   | \$30.00  |            |
|  |                      |                   |              |  |          | Air:              | \$436.20 |            |
|  |                      |                   |              |  |          | Meals:            | \$28.23  |            |
|  |                      |                   |              |  |          | Lodging:          | \$246.16 |            |
|  |                      |                   |              |  |          | Personal Mileage: | \$23.66  |            |

|   |                 |                   |                |   |           |                   |          |            |
|---|-----------------|-------------------|----------------|---|-----------|-------------------|----------|------------|
| ECOS/ITRC -<br>Environmental<br>Council of<br>States/Interstate<br>Technology &<br>Regulatory Council | Beil, Kera      | 10/23/06-10/26/06 | Scottsdale, Az | ITRC Fall<br>Conference/UXO Team<br>Meeting   | 03/08/07  |                   |          |            |
|   |                 |                   |                |   |           |                   |          | \$557.48   |
|   |                 |                   |                |   |           | Transportation:   | \$28.00  |            |
|   |                 |                   |                |   |           | Air               | \$320.60 |            |
|   |                 |                   |                |   |           | Meals             | \$169.75 |            |
|   |                 |                   |                |   |           | Parking:          | \$24.00  |            |
|   |                 |                   |                |   |           | Personal Mileage: | \$15.13  |            |
| ITRC- Interstate<br>Technology &<br>Regulatory Council  | Beyer, Gary     | 10/23/06-10/27/06 | Scottsdale, Az | ITRC Fall Conference<br>and Instructor Training   | 01/11/07. |                   |          |            |
|   |                 |                   |                |   |           |                   |          | \$740.09   |
|   |                 |                   |                |   |           | Transportation:   | \$57.00  |            |
|   |                 |                   |                |   |           | Air:              | \$402.59 |            |
|   |                 |                   |                |   |           | Meals:            | \$280.50 |            |
| Union Pacific<br>Railroad   | Reed, Robert    | 05/14/06-05/19/06 | Pueblo, Co     | Training  | 03/08/07  |                   |          |            |
|   |                 |                   |                |   |           |                   |          | \$1,115.00 |
|   |                 |                   |                |   |           | Transportation:   | \$75.00  |            |
|   |                 |                   |                |   |           | Air:              | \$460.00 |            |
|   |                 |                   |                |   |           | Meals:            | \$180.00 |            |
|   |                 |                   |                |   |           | Lodging:          | \$400.00 |            |
| Us Department of<br>the Interior  | Seiler, Richard | 11/28/06-12/01/06 | Washington, DC | To attend a meeting of<br>the US Dept of the<br>Interior, Natural<br>Resource Damage<br>Assessment &<br>Restoration Federal<br>Advisory Committee | 01/23/07  |                   |          |            |
|   |                 |                   |                |   |           |                   |          | \$1,322.01 |
|   |                 |                   |                |   |           | Transportation:   | \$29.00  |            |
|   |                 |                   |                |   |           | Air:              | \$444.40 | Indirect   |
|   |                 |                   |                |   |           | Meals:            | \$224.00 |            |
|   |                 |                   |                |   |           | Lodging:          | \$580.53 |            |
|   |                 |                   |                |   |           | Parking:          | \$24.00  |            |
|   |                 |                   |                |   |           | Personal Mileage: | \$19.58  |            |
|   |                 |                   |                |   |           | Phone:            | \$0.50   |            |



|  |                  |                   |            |  |          |             |             |             |
|--|------------------|-------------------|------------|--|----------|-------------|-------------|-------------|
| US Environmental<br>Protection Agency    | Ruff, Gregory    | 10/22/06-11/03/06 | Glynco, Ga | Environmental Crimes<br>Training             | 12/12/06 |             |             | \$2,330.00  |
|  |                  |                   |            |  |          | Air:        | \$835.00    |             |
|  |                  |                   |            |  |          | Meals:      | \$468.00    |             |
|  |                  |                   |            |  |          | Lodging:    | \$1,027.00  |             |
| University of<br>Southern<br>Mississippi | Hambleton, Faith | 12/06/06-12/08/06 | Biloxi, Ms | Participate in Microbial<br>Tracking Seminar | 03/13/07 |             |             | \$619.21    |
|  |                  |                   |            |  |          | Rental Car: | \$114.52    |             |
|  |                  |                   |            |  |          | Air:        | \$434.20    |             |
|  |                  |                   |            |  |          | Meals:      | \$39.45     |             |
|  |                  |                   |            |  |          | Parking:    | \$18.00     |             |
|  |                  |                   |            |  |          | Gasoline:   | \$13.04     |             |
|  |                  |                   |            |  |          | Totals      | \$16,561.16 | \$16,561.16 |