

OCT 19 1992

OF MONTANA

STATE OF MONTANA  
OFFICE OF THE GOVERNOR  
EXECUTIVE ORDER NO. 8-90

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EXECUTIVE ORDER CURTAILING NON-ESSENTIAL  
OUT-OF-STATE TRAVEL

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WHEREAS, the fiscal imbalance between current state revenue and funding requirements has created a serious problem for the upcoming biennium and the long term fiscal health of state government, and

WHEREAS, the overall fiscal situation of state government requires immediate and far reaching cost containment measures to begin to address this on-going structural imbalance, and

WHEREAS, immediate cost containment will assist in reducing state expenditures and improving the condition of the general fund and other revenue funds, and

WHEREAS, current organizational changes and efficiencies require curtailing expenses that are not essential for the services of Montana state government, and

WHEREAS, waiting to address the funding imbalance until the 1991 legislature is irresponsible.

NOW, THEREFORE, I, STAN STEPHENS, Governor of the State of Montana, by virtue of the authority vested in me by the Constitution and laws of the State of Montana, do hereby order the following:

1. All department directors shall immediately review and curtail all out-of-state travel by state employees or state payments made for others who participate in out-of-state travel unless such travel is considered essential for the operation of the state of Montana. This order shall affect all out-of-state travel that is not obligated at the time of issuing this order.

A. For purposes of this Executive Order, "obligated" shall mean that the board, agency, commission or department has purchased the airline or other common carrier transportation fare.

B. For purposes of this Executive Order, "essential" shall mean relating to or constituting an indispensable necessity for the operation of state government to attend an activity outside of the state of Montana. Essential travel shall include travel mandated by federal or state law, response to judicial appearance or specific legislative or gubernatorial directive which is approved by the department director.

2. All departments shall report (Form 102B) to the Office of Budget and Program Planning at the end of each month, commencing September 30, 1990 and every month thereafter, on all out-of-state travel for each month. The report identifies the employee involved, total cost of the trip, fund type expended, the number of days, and the destination of the trip. The report will agree with SBAS monthly reports.

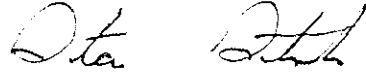
3. All boards and commissions established pursuant to Section 2-15-101, MCA, who use general fund monies, proprietary funds or federal funds and whose members, staff or representatives travel out of state on official business shall review out-of-state travel requests as follows: (a) a determination shall be made by the board or commission that proposed travel is essential to the operation of state government, (b) a unanimous vote shall be cast by the board or commission to authorize such travel, and (c) any unanimous decision shall be reported to the director of the department to which the board is administratively attached, for his or her consideration and approval.

4. In the event federal funds are saved because of curtailment of out-of-state travel, the affected department or agency budget officer, in conjunction with the Office of Budget and Program and Planning, shall review ways by which the saved funds can adjust state general fund monies for operation and utilization of other expenses and, where appropriate, adjust those expenses to reduce reliance on state general fund revenue.

DURATION

This Order is effective immediately and shall remain in effect until otherwise ordered by this Governor.

GIVEN under my hand and the GREAT SEAL of the State of Montana this 19th day of July, in the year of our LORD, One Thousand Nine Hundred and Ninety.



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STAN STEPHENS  
Governor

ATTEST:



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MIKE COONEY, Secretary of State