Region 1 Travel Cost Comparison Worksheet

(Reference FSM 5711.2)

STEP 1: ANALYZE TRAVEL NEED

Consider number of travelers, weight and nature of baggage or cargo, and all known constraints. Typical constraints could be time away from home station, working time needed at destination(s), Specific dollar limits and vulnerability to weather delays. Don't waste time on method of transport That is obviously unsuitable. Normally the decision to travel by air will have been made prior to Using this form, but columns for other means are provided for convenience.

STEP 2: COST COMPARISON

	Commercial Carrier, Air	**Government Carrier, Air**	**Commercial Charter, Air**	**Gvt Furnished Vehicle**	**Personal Vehicle**	Other
1. Fare / Flight Costs						
2. Pilot Per Diem	**XXX**			**XXX**	**XXX**	XXX
3. Pilot Overtime	**XXX**		**XXX**	**XXX**	**XXX**	XXX
4. Wait Time	**XXX**	**XXX**		**XXX**	**XXX**	XXX
5. Lost Worktime						
6. Passenger Per Diem						
7. Passenger Overtime						
8. Other Costs						
TOTALS						

REMARKS: