



# United States Department of the Interior

FISH AND WILDLIFE SERVICE  
Washington, D. C. 20240



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In Reply Refer To:  
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To: Service Directorate

From: Acting Assistant Director and Chief Financial Officer - Business Management and Operations

Subject: Authorization of RideShare Car Services – such as Uber and Lyft

The Department of the Interior (DOI) has issued Financial Management Memorandum (FMM) 2016-028 authorizing the use of rideshare for all types of transportation including local travel, temporary duty travel (TDY), and permanent change of station (PCS). The use of rideshare is currently authorized in the Service's TDY handbook.

Although a cost comparison to regular taxi is not required with every use of rideshare, travelers should not use rideshare if the cost appears to be excessively high. Travelers need to be aware that when using rideshare, fares can increase during high demand periods. Travelers who are uncertain about acceptable rates should obtain a taxi fare estimate from websites such as <http://www.taxifinder.com>. TDY trips with a one-way travel distance by taxi, rideshare, government owned vehicle or privately owned vehicle greater than 250 miles require an airline cost comparison.

Per the Departmental memo, personal expenses, including rideshare, should not be charged to a government charge card. Rideshare companies require the use of a mobile application (app) to use their services, and within these apps users can store information for multiple credit cards. Travelers need to take care in selecting the appropriate card for personal use versus government travel.

If you have questions, please contact your [Regional Travel Coordinator](#) or Marvin Wilson, Division of Financial Management, at (703) 358-1781 or [marvin\\_wilson@fws.gov](mailto:marvin_wilson@fws.gov).

Attachment