

Date: March 18, 2003

In reply refer to: Ethics - 3/03

Subject: Hotel Discount Certificates

To: OCFO Employees

The following advisory is being issued to all National Finance Center employees regarding the result of a litigation settlement between the state of California and Wyndham International, Inc.

As a result of the settlement involving litigation between the state of California and Wyndham International, Incorporated, Wyndham Hotels are offering a \$15 per room per night discount certificate to guests who visited the chain during November 1, 2000, to December 1, 2001.

Federal personnel traveling on official business and staying at any of the hotels in the United States that is owned, leased, managed or operated by Wyndham, may have been improperly charged an "Energy Surcharge" in addition to room charges. Federal personnel who are issued the \$15 discount certificate must forward it to the agency that funded the travel. Thus, any such coupon now being offered by the Wyndham Hotel chain is Federal property, since it is Federal funds that paid the surcharge and not the employee. The discount is offered as a result of litigation and is not considered a "promotional item" as are frequent flyer miles.

Please refer inquiries regarding this memorandum to your supervisor. Supervisors should contact the NFC's Ethics Office at Extension 5-5679 or 5-5580.

A handwritten signature in cursive script, appearing to read "V. G. Cook" followed by a flourish.

VIRGINIA G. COOK
Acting Personnel Officer