



MEMORANDUM

PAC/RESO/1035

To: All Members, Passenger Agency Conference
Accredited Representatives

From: Director, FDS Operations, GDC

Date: 23 January 2024

Subject: **MAIL VOTE (A666)**
PAC123 (Mail A666)
PAPGJC TRAVEL EXPENDITURES

Background Information

Submitted by the Secretary

During PAPGJC/48 it was discussed and agreed that travel expenses for PAPGJC Agent representatives would be refunded by IATA Finance within two weeks the expenses are reported.

To resolve this issue, it is necessary to include wording in Resolution 860a to state that these travel expenses need to be refunded within the following two weeks the invoice is presented to IATA. In addition the Resolution should be updated to indicate that the management of the funds collected for this purpose are managed by IATA.

Proposed Solution

Include the following changes to Resolution 860a:7. TRAVEL EXPENDITURES

7.1 Each IATA Accredited Agent will be called upon to contribute to an additional fee of not more than USD 2.50 per year or acceptable equivalent per location to cover expenditures associated to the reimbursement of travel expenses incurred by PAPGJC Travel Agency representatives attending PAPGJC meetings. This special fund will be managed by the PAPGJC Agent Representative ex officio IATA and will at the end of each year be required to provide a financial report to the PAPGJC to review the management of these funds.

7.2 Duly recognized Travel Agency representatives, as established under Section 2.1(b) of this Resolution will report their travel expenses in accordance with the policy agreed by the PAPGJC. These expenses will be presented to IATA through each travel agency association recognized by the PAPGJC and will be refunded from the previously mentioned special fund within 2 weeks.

Effective Date

The proposed effective date of these changes is **1 March 2024**.

Proposed Action

Conference to adopt the proposal as endorsed by PSG/131.

The timetable for this Mail Vote is as follows:

Voting Period: 23 January-6 February 2024

Filing Period: 7- 21 February 2024

Effectiveness: 1 March 2024

To cast a vote, Members are asked to access the application from the following link:

[Link](#)

Please note that no other form of voting will be accepted. Voting will conclude at close of business MAD time on **Tuesday, 6 February 2024**. Votes not cast by that deadline will be deemed to be affirmative.

In conformity with the Mail Vote procedure endorsed by PACConf in October 2009, this Mail Vote has been provided in advance to representatives of the agency associations ECTAA, UFTAA and WTAAA for review and/or comment.

No comments were received.

Any Member seeking clarification on any aspect of the mail vote or the mail vote process is invited to contact the IATA Passenger Governance team by email to pac-gov@iata.org.

A handwritten signature in black ink, appearing to read 'J. Rodriguez', with a large, sweeping flourish at the end.

Juan Antonio Rodriguez
Director – FDS Operations, GDC