



## ***Business Matters @ Sac State***

***Topic: Travel Restrictions – New state added – Effective: June 22, 2018***

**DATE:** June 7, 2018  
**TO:** Campus Business Partners, Deans, Associate Deans, Department Chairs, Directors, and Managers  
**FROM:** Daljit Khangura, Director, Accounts Payable & Travel

Accounts Payable & Travel (AP) would like to inform you of updates to the University Travel Policy and Procedures, effective June 22, 2018.

Assembly Bill 1887 (AB 1887) approved by Governor Jerry Brown on September 27, 2016, added Section 11139.8 to the Government Code relating to discrimination.

As a result of this new law, as of January 1, 2017, the CSU is restricted from requiring employees to travel to certain states. Additionally, CSU is prohibited from approving state-funded or state-sponsored travel to those states.

**Effective June 22, 2018, the bill added Oklahoma to the prohibited state list. Oklahoma will be the 9th state where state-funded or state-sponsored travel is prohibited.**

Other states under the travel restrictions:

<i>Alabama</i>	<i>Kansas</i>
<i>Kentucky</i>	<i>Mississippi</i>
<i>North Carolina</i>	<i>South Dakota</i>
<i>Tennessee</i>	<i>Texas</i>

The updates reflect the changes to the CSU system wide travel policy and procedures. Travel procedures on the AP website have been updated. ***Please note: Some divisions/departments, if desired, may adopt a more restrictive guideline and procedures than what is presented above. Please verify with your division/department head before requesting travel approval.***

Exceptions to the travel prohibitions may be granted. Travelers are required to document any exceptions on their travel authorization and/or travel expense documentation. Please see the travel procedures to review the list of exceptions to AB 1887. [Sac State Travel Policy & Procedures](#)

### **Contact Information:**

If you have any questions or concerns about this notice, please contact Accounts Payable & Travel, [aba-fin-ap-travel@csus.edu](mailto:aba-fin-ap-travel@csus.edu), ext. 86476.

### ***Financial Services and Budget Planning & Administration***

*Administration and Business Affairs Families*

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