

AIR TRAVEL

All University air travel and all air travel sponsored by a student organization, a faculty organization or any other organization affiliated with Hofstra University, Hofstra University Club, Hofstra University Alumni and/or with any combination thereof, will utilize only those aircraft operators which satisfy the conditions outlined in Section A. or Section B. of this Policy Series. In order to insure compliance with the criteria established in this Series, organizations listed above are required to process Request for Air Travel through the Director of Purchasing.

- A. Operators of civilian aircraft must satisfy conditions listed under 1 or 2 and all other numbered paragraphs thereafter.
1. Is engaged in scheduled passenger air transportation as a common carrier. For purposes of this provision, "scheduled passenger air transportation" is the authorized transportation of passengers by aircraft between the same two points with at least the following frequency:
 - a. Two flights, or one round trip a week on the same day or days of the week for eight or more weeks in any 90 consecutive days; or
 - b. a total of 36 or more flights or 18 or more round trips in any 90 consecutive days:

OR

2. Is a supplemental air carrier which has continuously operated jet aircraft, with whatever governmental authority was required therefore, for a period of at least five years immediately prior to the particular requested flight.
3. Used for the particular flight, either equipment owned and operated by the civilian aircraft operator, or by another civilian aircraft operator which meets all of the requirements of Item 1. Civilian aircraft operators shall be deemed to own equipment which it operates, regardless of a financing or leasing arrangement by the terms of which legal title to the equipment is retained by a financing or leasing corporation institution;

AND

4. Provides the University with a certificate of liability insurance in force covering bodily injury or death of University passengers in the amounts and subject to terms, conditions, and authorized exclusions equivalent to that coverage required by the regulations of the Civil Aeronautics Board.

AND

5.

