

174.510 Recordkeeping for Capital City Airport Division and use of state aircraft.

- (1) The Capital City Airport Division shall arrange for all trips and maintain flight cards, passenger manifests, payment documents, and interaccount bills pertaining to each flight.
- (2) Pilots for all state agencies shall maintain a flight manifest for all flights which shall include the passengers' names, information pertaining to points of origin and destination, and any side trips or stopovers for each flight.
- (3) The Capital City Airport Division shall maintain original manifests for all trips using state aircraft.
- (4) Originals of requests for the use of state aircraft shall be kept by the Capital City Airport Division, with the following exceptions:
 - (a) The Governor and Lieutenant Governor shall maintain originals of all requests for the use of state aircraft made by their respective offices; and
 - (b) In cases where the secretary of the Cabinet for Economic Development has certified in an aircraft request that disclosure of the identities of passengers or the purpose of a trip will violate needs for confidentiality required for economic development efforts, the secretary of the Cabinet for Economic Development shall maintain complete original records of the request in his office.

Effective: June 25, 2009

History: Repealed, reenacted, and amended 2009 Ky. Acts ch. 13, sec. 21, effective June 25, 2009. -- Created 1998 Ky. Acts ch. 605, sec. 6, effective July 15, 1998.

Formerly codified as KRS 36.425.