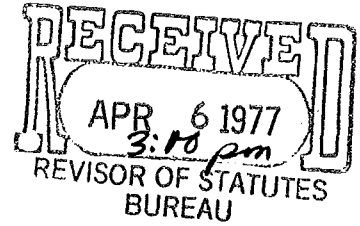


Aer 4

CERTIFICATE

STATE OF WISCONSIN)
DEPARTMENT OF TRANSPORTATION) SS



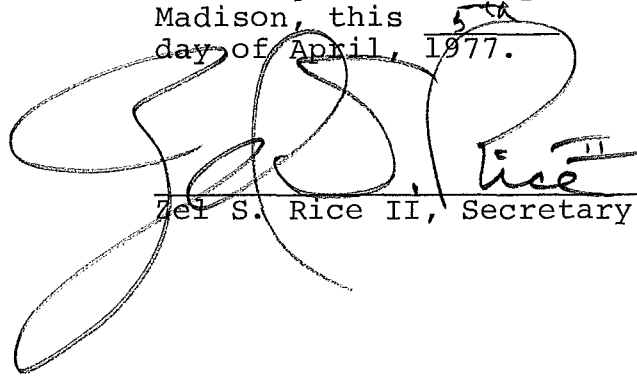
TO ALL TO WHOM THESE PRESENTS COME:

I, Zel S. Rice II, Secretary of the Department of Transportation and custodian of the official records of the department do hereby certify that the annexed rules relating to the use of aircraft owned, operated or leased by the Department of Transportation, Division of Aeronautics, were duly approved and adopted by this department on

April 5 1977.

I further certify that the copy has been compared by me with the original on file in this department and the same is a true copy thereof, and of the whole of such original.

IN TESTIMONY WHEREOF,
I have hereunto set my
hand and affixed the
official seal of the
department at the
Hill Farms State Office
Building in the City of
Madison, this ^{5th}
day of April, 1977.


Zel S. Rice II, Secretary

STATE OF WISCONSIN DEPARTMENT OF TRANSPORTATION
OFFICE OF THE SECRETARY

In the Matter of the Adoption
of Chapter Aer 4 of the
Wisconsin Administrative Code
Relating to the Use of Aircraft
Owned, Operated or Leased by
the Wisconsin Department of
Transportation, Division of
Aeronautics

ORDER OF THE
SECRETARY OF
TRANSPORTATION
ADOPTING RULES

Pursuant to authority vested in the Department of
Transportation by section 227.014 (2), Wis. Stats., the
Secretary of the Department of Transportation hereby adopts
rules as set forth in the text annexed hereto, identified as
Exhibit "A", and incorporated herein by reference.

The rules contained herein shall take effect on the
first day of the month following their publication in the
Wisconsin Administrative Register.

Dated: April 5, 1977

State of Wisconsin
Department of Transportation

by

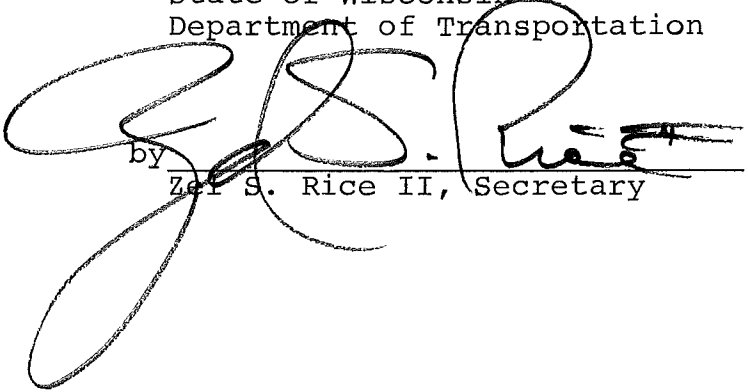

Zel S. Rice II, Secretary

EXHIBIT A

STATE OF WISCONSIN

DEPARTMENT OF TRANSPORTATION

RULES RELATING TO
THE USE OF AIRCRAFT OWNED, OPERATED
OR LEASED BY THE DEPARTMENT OF
TRANSPORTATION, DIVISION OF AERONAUTICS

Chapter Aer 4 of the WISCONSIN ADMINISTRATIVE CODE is
created to read:

Chapter Aer 4
USE OF AIRCRAFT OWNED,
OPERATED OR LEASED BY THE
DEPARTMENT OF TRANSPORTATION,
DIVISION OF AERONAUTICS.

Aer 4.01 Scope and Purpose. The purpose of this
chapter is to establish the conditions governing the
exercise of administrative discretion conferred by section
114.316, Wis. Stats. concerning the use of aircraft owned,
operated or leased by the department of transportation,
division of aeronautics in transporting persons and property
of state institutions, departments or officials or of
members of the legislature. This chapter does not apply to
departmental aircraft used by the division of aeronautics in
carrying out its assigned program responsibilities or used
exclusively by the divisions of motor vehicles and highways
for law enforcement, aerial photography or other engineering
purposes.

Aer 4.02 Aircraft available for use; billing procedures.

(1) Aircraft owned, operated or leased by the department of
transportation, division of aeronautics are available for
use by state officers, institutions, departments and agencies
in accordance with this chapter.

(2) The institution, department or agency booking the aircraft shall be responsible for payment of all charges incurred. However, when 2 or more institutions, departments or agencies share the same flight, the division of aeronautics will upon request, prorate the charges among the users.

(3) When departmental aircraft are used for political campaign purposes in accordance with section 11.37, Wis. Stats., the division of aeronautics shall bill the booking institution, department or agency for all charges incurred. The person using the aircraft for political campaign purposes shall be responsible for reimbursing the state treasury in the amount prescribed by the secretary of administration under section 11.37, Wis. Stats.

(4) The division of aeronautics may refuse to honor any aircraft request from any state institution, department or agency which has failed or refused to pay any overdue aircraft use charges incurred under this chapter.

Aer 4.03 Booking procedures; priorities. (1) State institutions and agencies shall book aircraft flights through the air transportation service center of the division of aeronautics. If state-owned aircraft are unavailable, the division of aeronautics may, upon request, attempt to rent or lease aircraft from commercial sources. In such cases, the using institution, department or agency will be billed directly for the aircraft charges.

(2) The air transportation center shall establish charges on a flight mile basis from the aircraft's home base, and charges for pilot's time and expenses.

(3) Requests for aircraft use shall be filled in the order in which they are received, except that:

(a) Requests made by the governor shall have priority over any other non-emergency request; and

(b) Requests made in emergency situations, including but not limited to search and rescue operations, shall have priority over all other requests.

(4) The air transportation service center is solely responsible for determining on the basis of weather, mechanical conditions or airport facilities and conditions whether any flight is flown.

(end)