



TRANSIT SUBSIDY BENEFIT PROGRAM

POLICY STATEMENT

TO: U.S. Consumer Product Safety Commission (CPSC) – Transit Subsidy Benefit Participants

FROM: Cary Windsor, Director-Facilities Services (EXFS)

SUBJECT: Transit Subsidy Benefit Program (TSBP) Policy Statement

DATE: August 26, 2026

The purpose of this policy statement is to provide notice to all managers, supervisors, and Transit Subsidy Benefit Program (TSBP) participants of the requirements and rules related to the TSBP and the serious consequences associated with any violations of the requirements. To protect the integrity of the Transit Benefits Subsidy Program, the Facilities Services (EXFS) office will implement an increased level of oversight to ensure all participants comply with these provisions and that any misuse or abuse is addressed promptly and effectively.

By signing this policy statement, each employee participating in the TSBP agrees:

- 1) You will familiarize yourself with the rules and requirements of the Transit Subsidy Benefits Program.
- 2) You are not named on a worksite parking permit at any Federal Agency, or participating in a carpool.
- 3) You are using transit benefits only for your regular commute between home and work, and will not transfer or sell the benefits to anyone else.
- 4) The amount of transit benefits you requested do not exceed your actual monthly public transportation commuting costs.
- 5) You are responsible for adjusting your transit benefit amount in connection with significant changes to your commuting methods or work schedules (e.g., extended leaves or telecommuting).
- 6) You acknowledge that it is your responsibility to return any unused transportation subsidy (e.g., subsidy unused due to extended leave or prior to separating from the agency) to the agency.
- 7) It is a violation of law to provide false or fraudulent information to obtain transit benefits, or to transfer or sell transit benefits.
- 8) If you make false, fictitious, or fraudulent statements in your transit subsidy application you may be subject to criminal prosecution under 18 U.S.C. §§ 641 and 1001, and/or adverse action, including removal, from the Federal service.

Employee Participant

Approving Supervisor