

HUMAN RESOURCES MEMORANDUM: 10:036

Expiration Date: Until Superseded

Issue Date: December 31, 2010

To: Supervisors; Managers; Personnel Liaisons; Attendance Clerks

Subject: Mileage Reimbursement Rate for Use of Personal Vehicle

Purpose To provide information regarding mileage reimbursement rate changes.

Effective Date January 1, 2011

Personal Vehicle Mileage Reimbursement Rate The personal vehicle mileage reimbursement rate for all DGS employees will be 51 cents per mile (CPM).

Relocation and Moving Mileage Reimbursement Rate The relocation/moving mileage reimbursement rate for all DGS employees including new-hires will be 19 CPM.

Internal Revenue Service (IRS) Rates The State's reimbursement rates mirror those of the IRS' published mileage reimbursement rates. The Department of Personnel Administration will notify departments via Personnel Management Liaison (PML) of subsequent changes to the IRS rates.

Questions Direct questions to your assigned Office of Fiscal Services representative.

/s/
JILL ELLWOOD/Manager
Labor Relations and Program Improvement Unit

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