

MEMORANDUM

Date: February 6, 2007

To: Agency Heads
Agency Fiscal Officers

From: Lynn H. Vellinga
State Accounting Officer

Shelley C. Nickel, Director
Office of Planning and Budget

Re: Change in Mileage Reimbursement Rate

Official Code of Georgia Annotated (OCGA) Section 50-19-7, as amended by the General Assembly on September 10, 2005, requires use of the United States General Services Administration rates for mileage when State employees are reimbursed for travel by personal motor vehicle.

The General Services Administration has announced its mileage rates for 2007. Effective February 1, 2007, the single standard mileage rate will be \$0.485 per mile.

Accordingly, under the Statewide Travel Regulations, the rate of \$0.485 per mile (for automobiles) should be used when it is determined that a personal motor vehicle is the most advantageous form of travel. This rate is effective for travel on or after February 1, 2007.

The General Services Administration has not changed the Tier 2 or Tier 3 mileage reimbursement rates as described on page 5.2 of the Statewide Travel Regulations; these rates remain at \$0.285 and \$0.125 per mile, respectively, nor have they increased the reimbursement rates for motorcycles (\$0.305 per mile) or aircraft (\$1.07 per mile).