



# TRAVEL INFORMATION & POLICY

Subject:	Number:
Travel/Relocation Programs – Increase in Mileage Reimbursement Rate for Use of Personal Vehicle	TIP 12-005
	Date Issued:
	December 5, 2012
References:	Expires:
Department of Personnel Administration PML 2012-039	Until Rescinded

**Purpose:** To inform the Department’s employees of an increase in the mileage reimbursement rates for use of privately owned vehicles for official State business.

**Policy:** Effective January 1, 2013, the personal vehicle mileage reimbursement rates for all State employees and Contractors/Consultants are:

- 56.5 cents per mile for authorized State business.
- 24 cents per mile for approved relocation/moving mileage.

The rates above reflect the Internal Revenue Service’s (IRS) current published mileage reimbursement rates. Future increases/decreases to the State rates will be directly tied to any subsequent changes to the published IRS rates.

If you have questions about this TIP, please contact Katie Kennedy at (916) 227-8652.

To view the Department’s travel policies, please visit the [Caltrans Travel Guide](#).

For individuals with sensory disabilities, documents may be obtained in alternate formats. To obtain such services, please e-mail [Katie\\_Kennedy@dot.ca.gov](mailto:Katie_Kennedy@dot.ca.gov). TTY users may also call (800) 735-2922.