

DEPARTMENT OF THE ARMY  
U.S. ARMY CORPS OF ENGINEERS  
FINANCE CENTER  
5720 INTEGRITY DRIVE  
MILLINGTON TENNESSEE 38054-5005

CEFC-A

5 April 1999

MEMORANDUM FOR Commanders/Directors USACE Finance Center Supported Activities,  
ATTN: Resource Managers and Finance and Accounting Officers

SUBJECT: POV Mileage To/From Airport and Vicinity Mileage Reimbursement

1. Reference Joint Travel Regulations (JTR), Volume II, Paragraph C4657.
2. Finance and Accounting Officers will ensure all government travelers in your activity are notified of the following changes.

a. The JTR paragraph referenced above requires travelers claiming mileage to/from the common carrier terminal, and /or vicinity mileage, to document on the travel settlement voucher the number of miles driven. Note: the US Army Corps of Engineers Financial Management System (CEFMS) does not require travelers to enter the mileage data when claiming the associated dollar amount on the travel voucher as a "Reimbursable Expense" (Screen 7.33).

b. Effective immediately, the actual miles driven must be entered in the "Remarks" portion (Screen 7.32.2) of the travel voucher in addition to entering the dollar amount using Screen 7.33.

c. Beginning June 1, 1999, the UFC will no longer reimburse for amounts claimed on CEFMS Screen 7.33 if mileage is not annotated on CEFMS Screen 7.32.2.

In addition to achieving compliance with the JTR, this action will provide additional assurance that the traveler is being reimbursed properly..

3. Please note that effective April 1, 1999, the mileage rate for personal vehicles changed from \$.3250 per mile to \$0.31 per mile. Mileage rates for privately owned motorcycles and privately owned airplanes remain unchanged at \$0.26 per mile and \$0.88 per mile respectively. The reduction in the rate was based on an annual study of the fixed and variable costs of operating an automobile conducted on behalf of the Internal Revenue Service (IRS). To avoid possible income tax implications for government travelers, the JTR mileage rates are adjusted to be equal to or less than those prescribed by the IRS.

4. The UFC point of contact is Brenda Mixon, 901-874-8642.

FOR THE DIRECTOR:



THOMAS L. BROCKMAN, JR  
Deputy Director, Accounting Operations