

## ***Travel Policy Changes effective October 1, 2023***

University Travel Regulations, PM-13 has been updated to reflect the following policy changes:

1. Lod Cook lodging allowance is \$119.
2. Travel to Alaska, Hawaii, and U. S. Territories (Puerto Rico, U. S. Virgin Islands, American Samoa, Guam, and Saipan) allowances are as follows:
  - Meal and Incidental (M&IE):
    - ❖ Breakfast - \$18.00
    - ❖ Lunch - \$29.00
    - ❖ Dinner - \$47.00
    - ❖ Incidentals - \$5
    - ❖ First and Last day meal and incidental reimbursements - \$74.25
  - Lodging is \$200