

For: FSA and FAS Offices, Except Overseas Offices

Maximum Per Diem Rates for Continental U.S. (CONUS)

Approved by: Acting Deputy Administrator, Management



1 Announcing Revised Rates

A

Background

GSA published a final rule in FTR Amendment 75 that revises the maximum per diem rates for CONUS effective January 1, 1999.

B

Significant Changes

In addition to the normal increases and/or decreases in per diem rates and changes to designated per diem localities, the revisions also include the following significant changes for paying official travel expenses. These changes are effective January 1, 1999, and apply to official travel performed after that date.

- Lodging taxes paid by an employee, which were previously included in the lodging portion of the per diem rate, will be reimbursable as a miscellaneous travel expense limited to the taxes on reimbursable lodging costs. Federal travelers should, therefore, separate the tax portion of their lodging bill and report it on the "miscellaneous expense" line on AD-616. County Office employees should report it as an "other" expense on FSA-164-3.

Continued on the next page

<p>Disposal Date</p> <p>January 1, 2000</p>	<p>Distribution</p> <p>All FSA and FAS Offices, except Overseas Offices; State Offices relay to County Offices</p>
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Notice FI-2350

1 Announcing Revised Rates (Continued)

**C
Significant
Changes
(Continued)**

- A new M&IE rate of \$42 was added. The standard CONUS rate of \$80/day remains unchanged.
 - Some counties may have more than 1 per diem rate.
 - Certain locations may now have up to 4 seasonal rates.
 - Some previously combined locations have been separated and have different per diem rates.
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**D
Information on
Revised Per
Diem Rates**

The revised per diem rates can be accessed on either of the following:

- GSA web site <http://www.policyworks.gov>
- FMD home page <http://www.fsa.usda.gov/dam/fmd/fmdhomep/fmdhnpq.htw>.

Note: The FMD home page has a direct link to the GSA web site.

State Offices shall ensure that County Offices receive the revised per diem rates.

**E
Contact**

Address questions about this notice according to the following table:

IF located in...	THEN contact...
a County Office	the State Office.
a State Office	EDSO.
any other office	FMD at 703-305-1408.
