MATT BLUNT
GOVERNOR

MICHAEL N. KEATHLEY
COMMISSIONER

STATE OF MISSOURI
OFFICE OF ADMINISTRATION
JEFFERSON CITY

STATE CAPITOL, ROOM 125
P. O. BOX 809
JEFFERSON CITY, MO 65102
PHONE: (573) 751-1851
FAX: (573) 751-1212

MEMORANDUM

To: State Agencies
From: Mike Keathley
Date: May 26, 2006
Re: State Fleet Mileage Reimbursement Rate

The State Vehicular Travel Policy, SP-12, adopted on April 26, 2006, provides for the establishment of a state fleet mileage reimbursement rate based on the state's cost to own and operate a mid-size sedan in the state vehicle fleet. Considerations for current and projected fuel prices by the federal Energy Information Administration were included in establishment of this rate.

For the remainder of the current fiscal year and for FY '07, the state fleet mileage reimbursement rate has been set at 23.0 cents per mile.

This rate should be used in accordance with State Vehicular Travel Policy which can be found on the web at: http://www.oa.mo.gov/co/policies.htm. The revised expense account form that accommodates both the standard and state fleet rates can be downloaded at: http://www.oa.mo.gov/gs/form/fm_indiv.htm#acctg.