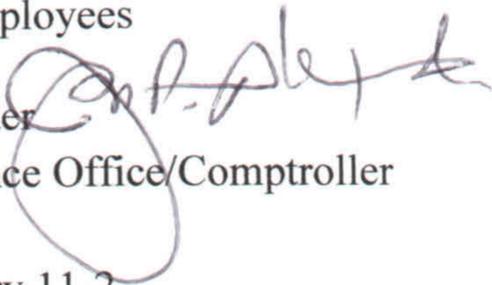




January 21, 2011

MEMORANDUM FOR: All NOAA Employees

FROM: Jon P. Alexander 
Director, Finance Office/Comptroller

SUBJECT: Travel Advisory 11-2
FY-11 Privately-Owned Conveyance Mileage Rates

New FY-11 Privately-Owned Conveyance Mileage Rates

Effective January 1, 2011, General Services Administration (GSA) revised certain privately-owned conveyance mileage reimbursement rates as follows:

- (1) Aircraft - \$1.29 (unchanged)
- (2) Motorcycle - \$0.48 (was \$0.47)
- (3) Privately-owned vehicle (POV) for relocation travel - \$0.19 (was \$0.16.5)
- (4) POV for temporary duty travel (TDY) - \$0.51 (was \$0.50)
- (5) POV for TDY travel when a Government vehicle is authorized - \$0.19
(was \$0.28.5 and \$0.12.5)

Note, GSA has replaced the two-tiered POV mileage rates used when a Government vehicle is authorized (\$0.28.5 and \$0.12.5) with a single POV mileage rate of \$0.19. When travel (local and TDY) must be performed by automobile, if available, the Government vehicle should always be the first mode considered since it is presumed to be the most advantageous. See [Federal Travel Regulation \(FTR\), Chapter 301-10.5\(b\)](#). Employees who are authorized a Government vehicle but choose to use their POV will be reimbursed based on the POV mileage rate of \$0.19 a mile, and not \$0.51 a mile. If a Government vehicle is available, but it is determined that the cost of operating the vehicle would exceed the cost of operating a POV due to unusual circumstances, reimbursement will be based on the POV mileage rate of \$0.51 a mile. See [Federal Register/Vol. 75, No. 228](#)

Travel Manager (TM) reflected this change in mileage reimbursement rates January 10, 2011. Employees will not be required to adjust their travel reimbursement claims that were processed at the higher POV mileage reimbursement rate before the rate adjustment in TM. All future claims will be processed at the rates provided above.

Airline Baggage Fees

All baggage fees for the first checked bag are reimbursable, but must be paid for using either the individual J.P. Morgan Chase government travel card or personal funds. Reimbursement for subsequent baggage fees can only be reimbursed when justified on the travel voucher as being mission-essential, medically necessary or required for extended TDY.

If you have any questions regarding this advisory, please contact Rachael Wivell on (301) 444-2136.