

The U.S. General Services Administration has released the Meal and Incidental (“M&IE”) per diem rates for locations in the Continental United States (“CONUS” rates) for the Federal fiscal year beginning October 1, 2015, running through September 30, 2016. The Travel DPEZ form has been updated with these rates. In addition, the latest rates for travel to Alaska, Hawaii, U. S. Territories/Possessions, and foreign locations have also been updated. Departments may use any amount up to the published rate for travel to a particular location. It’s important that DPEZ preparers are aware of the rate being selected, based on the travel dates and destination, in order to prevent processing delays. Financial Services personnel reviewing Travel DPEZs will verify that the correct rates are being used.

Of particular note is that the lowest rate, which is applicable for travel to any location within New Mexico per the UNM Travel Policy 4030, section 13.2: <http://policy.unm.edu/university-policies/4000/4030.html>, has been raised from \$46 to \$51, effective for travel beginning on October 1, 2015. Departments may allow any amount up to \$51 for travel to New Mexico locations starting on October 1.

Please communicate this information to departments as appropriate.

Additional information regarding per diem rates can be found at these links:

<http://ua.unm.edu/meal-per-diem/meal-per-diem.html>

<http://ua.unm.edu/meal-per-diem/per-diem-rate-determination-flowchart.html>

<http://ua.unm.edu/meal-per-diem/meal%20per%20diem%20rate%20lookup.html>