DATE: July 16, 2007

TO: Employee Relations Liaisons

FROM: Frank C. Gerry
       Director of Labor Relations

SUBJECT: Mileage Reimbursement Rates

The State of Maine has adopted new mileage reimbursement rates for the next two years. Effective July 1, 2007 the mileage rate for official travel has increased to $0.40 per mile. Effective July 1, 2008, the rate will be $0.42 per mile; and effective January 1, 2009 the rate will increase to $0.44 per mile.

This affects University of Maine System employees as follows:

Full-time faculty (AFUM): For the first 8,000 miles in the fiscal year, the employee will receive mileage payments equal to the rate paid by the State of Maine. For all miles in excess of 8,000 the employee shall receive the rate approved by the Internal Revenue Service.

Represented professional employees (UMPSA) – For the first 10,000 miles in a fiscal year the employee is paid at the state rate; over 10,000 miles the IRS rate applies.

Clerical, Office, Laboratory and Technical (ACSUM) – For the first 10,000 miles in a fiscal year the employee is paid at the state rate; over 10,000 miles the IRS rate applies.

Service and Maintenance: The current rate set by contract is $0.38 per mile. We expect that in the future contract the rate will be set at the state rate. Make no change at this time.
Police – For business travel the state rate applies; for training or school, the University rate applies. The state rate will be adopted as the official University rate, so there is no difference based on the reason for the travel.

Part-time faculty (PATFA) – The contract states “If during the term of this Agreement, the official University or State of Maine mileage rates are increased, or if a higher rate is implemented for any group of University employees, the new rate shall be implemented for unit members.” As a result, the rate will increase with the state rate.

Non-represented employees: For the first 8,000 miles in the fiscal year, the employee will receive mileage payments equal to the rate paid by the State of Maine. For all miles in excess of 8,000 the employee shall receive the rate approved by the Internal Revenue Service.

In summary, for all employees other than the Service and Maintenance unit, the mileage reimbursement rate should be increased to $0.40 per mile effective immediately.

If you have questions about mileage reimbursement rates, please call me or Mark Kamen.

Cc: Chief Financial Officers
    Paula Taylor

FCG/tjy