



**STATE OF CONNECTICUT
OFFICE OF THE STATE COMPTROLLER
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HARTFORD, CONNECTICUT

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State Comptroller

06106-1775

Deputy Comptroller

MEMORANDUM NO. 2013-02

January 25, 2013

TO THE HEADS OF ALL STATE AGENCIES

Attention: Chief Administrative and Fiscal Officers, Business Managers,
Payroll and Human Resources Officers

Subject: Increase in GSA Mileage Reimbursement Rate

I. GSA MILEAGE RATE INCREASED TO 56.5 CENTS PER MILE

According to FTR Bulletin 13-02 announced in the Federal Register dated December 28, 2012, the General Services Administration (GSA) of the Federal Government is increasing the reimbursement rate from 55.5 cents to 56.5 cents per mile for use of privately owned automobiles when authorized as advantageous to the Government.

I. IMPACT ON STATE MILEAGE REIMBURSEMENT RATES

The GSA rate is used as the mileage reimbursement rate for many State of Connecticut collective bargaining units. The "mileage reimbursement rate" under many State collective bargaining unit agreements is subject to adjustment within 30 days of revision to the Federal GSA rate.

In accordance with General Notice 2013-01 from the Office of Labor Relations, the mileage reimbursement rate increase is effective for travel on or after January 29, 2013 for employees using personally owned vehicles for official State business.

The increased rate applies to non-represented employees and the following collective bargaining units: NP-2, NP-3, NP-4, NP-5, NP-6, NP-8, P-1, P-2, P-3A, P-3B, P-4 and P-5.

The above provisions also apply to Managerial and Confidential employees and all other executive branch employees who are exempt from the classified service or not included

in any prevailing bargaining unit contract, except unclassified of any board of trustees of the constituent units of higher education.

Managerial employees governed by the boards of higher education are notified by their respective boards.

II. **QUESTIONS**

Please direct questions or requests for assistance as follows:

Payroll Procedures: Payroll Services Division, 860-702-3447;

Personnel Issues: Agency Human Resources Officer;

Memorandum Interpretation: Fiscal Policy Statewide Services, 860-702-3440.

**KEVIN LEMBO
STATE COMPTROLLER**

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