

## Travel Mileage

WSU takes a more restrictive stance to mileage than Washington state as a whole. Regardless of where you departed and returned, if you live in a different town than which you work you must claim from the **lesser** departure/return location. Example: The mileage between Kennewick and Prosser is considered commute mileage if you live in Kennewick and work in Prosser.

B.P.P.M. 95.07

### "RESIDENCE AND OFFICIAL STATION

Transportation costs between home and official station are a personal obligation of the employee. If a traveler's official residence is not located within the limits of his/her official station, travel expense reimbursement is allowed from official station or official residence, whichever is less. See BPPM 95.01 for definitions of official station and official residence."

Daily commute transportation expenses between the traveler's official residence and official station (or agency approved teleworking site) is a personal obligation of the traveler and is not reimbursable by the state. All other miles driven on official state business are reimbursable.

The following diagram depicts reimbursable and non-reimbursable privately owned vehicle (POV) mileage.

