



STATE OF WASHINGTON

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TO: Agency Directors and Policy Manual Users
FROM: Pat Sanborn, State Financial Consultant
Accounting Division
SUBJECT: SAAM TECHNICAL CORRECTION

The Internet version of Chapter 10 in the *State Administrative & Accounting Manual* (SAAM) has been updated to reflect the following revision:

- ◆ **Subsection 10.90.20** (<http://www.ofm.wa.gov/policy/10.90a.pdf>) - **Reimbursement Rates for Lodging, Meals, and Private Vehicle Mileage** has been revised to reflect mileage reimbursements rates for aircrafts and motorcycles as follows:

<u>Type</u>	<u>Old Rate/Mile</u>	<u>New Rate/Mile</u>
Private Aircraft	\$.995	\$1.07
Private Owned Motorcycle	\$.285	\$.305

These rates are effective February 4, 2005.

All OFM directives and policies are available on our web site at <http://www.ofm.wa.gov/accounting/policies.htm>. We encourage you to use the on-line version of SAAM, as it includes all technical corrections made between formal policy updates, which are published under directives.

The superseded policies and additional resources are also available on our Administrative and Accounting Resources web site at <http://www.ofm.wa.gov/policy/resource.htm>.