

Replaced with  
Appendix A  
Effective Apr 11, 2016

**REVOKED**

**APR 01 2016**

**BD-02, "Travel"**

**Travel Expense and Accommodation Rates - Effective April 1, 2015**

**Appendix A**

**Meals and Incidental Expenses**

**1. Full Days on Travel Status (includes meals and incidentals)**

The amount claimed up to a maximum of:

<u>Yukon</u>	<u>NWT</u>	<u>Nunavut</u>	<u>Rest of Canada</u>	<u>Alaska</u>	<u>Rest of USA</u>
\$105.65 Cdn	\$120.85 Cdn	\$148.55 Cdn	\$92.70 Cdn	\$105.65 us	\$92.70 us

**2. Partial Days on Travel Status**

The amount claimed up to a maximum of:

	<u>Yukon (Cdn)</u>	<u>NWT (Cdn)</u>	<u>Nunavut (Cdn)</u>	<u>Rest of Canada (Cdn)</u>	<u>Alaska (US)</u>	<u>Rest of USA (US)</u>
Breakfast	\$16.15	\$22.30	\$22.30	\$16.00	\$16.15	\$16.00
Lunch	\$19.25	\$23.80	\$33.85	\$16.60	\$19.25	\$16.60
Dinner	\$52.95	\$57.45	\$75.10	\$42.80	\$52.95	\$42.80

**3. Incidental Expenses**

<u>Canada</u>	<u>USA</u>
\$17.30 Cdn	\$17.30 us

**4. Distance Allowance for Private Vehicle**

60 cents per kilometer  
Minimum daily rate for mileage of \$2.35

**5. Long Distance Telephone Calls**

Starting on the 3<sup>rd</sup> day of continuous travel, personal phone calls @ \$10.00 per day

**6. Accommodation Rates**

**Lodging at a commercial establishment**

Actual expenses for lodging at a commercial establishment as pre-authorized prior to travel

**Lodging at a private accommodation**

\$50.00 per night

**Free accommodation from a private business or a government**

No claim shall be paid by YWCHSB