

MEMORANDUM

STATE OF ALASKA

Department of Administration

To: All Agencies

Date: December 21, 2001

From: Jim Duncan
Commissioner
Department of Administration

Phone: 465-2200

Subject: Administrative Manual

STATE ADMINISTRATIVE MANUAL--TRANSMITTAL NUMBER 34

The attached transmittal revises travel sections of the Administrative Manual. The revisions are effective January 1, 2002. The following is a brief summary of each of the changes.

- Sections **AAM 60.120**, **AAM 60.350**, and **AAM 60.360** are revised to increase the mileage allowance to thirty-six and one-half (36.5) cents per mile.
- Section **AAM 60.325** is revised to increase the nontaxable portion of the mileage for moving to thirteen (13) cents per mile.

You should keep this memorandum as well as future transmittal memorandums in your manual for reference.

JD/JT