



Memorandum

To: All Agencies

From: John Boucher
Deputy Commissioner

Date: October 1, 2016

Subject: **STATE ADMINISTRATIVE MANUAL – TRANSMITTAL NUMBER 91**

The following sections within the Alaska Administrative Manual (AAM) are being revised with this transmittal memo effective October 1, 2016.

Travel

AAM 60.060 – Payment Methods for Transportation and Expenses. The statewide pool of airline miles has been depleted. The paragraph referring to mileage as a payment method is being removed.

AAM 60.140 – Privately Owned Vehicles. Section 60.020 was previously updated to allow for Commissioner or designee approval on a case by case basis for mileage reimbursement while using a privately owned vehicle within one's duty station. This section is being updated to reflect that change.

JB/kh