

August 27, 2012

FEDERAL TRAVEL REGULATION
GSA Per Diem Bulletin FTR 13-01

TO: Heads of Federal Agencies

SUBJECT: Fiscal Year 2013 Maximum Per Diem Reimbursement Rates

1. What is the purpose of this bulletin? The General Services Administration's (GSA) Fiscal Year (FY) 2013 per diem review has resulted in lodging and meal allowance changes for certain locations within the continental United States (CONUS) to provide for reimbursement of Federal employees' expenses covered by per diem.

All current non-standard area (NSA) lodging rates will remain at FY 2012 levels for FY 2013. The standard lodging rate of \$77 will also continue to remain the same for FY 2013. The meals and incidental expense tiers remain unchanged for FY 2013 and range from \$46-\$71.

This Bulletin adds 10 new NSAs: Bakersfield/Ridgecrest, California (Kern County); Stockton, California (San Joaquin County); Hancock and Pearl River Counties in Mississippi; Sidney/Glendive, Montana (Richland and Dawson Counties); Dickinson/Beulah, North Dakota (Stark, Mercer, and Billings Counties); Minot, North Dakota (Ward County); Williston, North Dakota (Williams, Mountrail, and McKenzie Counties); Carlsbad, New Mexico (Eddy County); Watertown, New York (Jefferson County); and Pasco, Washington (Franklin County).

2. What is the background of this bulletin? This bulletin, once published on the GSA website, effects a revision of the per diem rates prescribed by GSA's Office of Governmentwide Policy (OGP) for CONUS. Notices published periodically in the Federal Register now constitute the only notification of revisions in CONUS per diem rates to agencies other than the changes posted on the GSA website. Per diem rates are published at www.gsa.gov/perdiem as a Federal Travel Regulation (FTR) GSA Per Diem Bulletin.

3. Can agencies authorize actual expense reimbursement if their travelers cannot find rooms at the per diem rates? If per diem rates are insufficient to meet expenses, the FTR permits actual expense reimbursement, pursuant to FTR §§ 301-11.300 through 301-11.306.

4. What is the effective date of this bulletin? This bulletin is effective upon the date of publication, and applies to travel performed on or after October 1, 2012.

5. Whom should I contact for further information? For clarification of content, contact Ms. Jill Denning, OGP, Office of Asset and Transportation Management, at (202) 208-7642 or by e-mail at travelpolicy@gsa.gov. Please cite GSA Per Diem Bulletin FTR 13-01.

By delegation of the Administrator of General Services,

/s/

Kathleen M. Turco
Associate Administrator
Office of Governmentwide Policy

Attachment

FY2013 Per Diem Changes
Changes Effective October 1, 2012 – September 30, 2013

| <u>Locality</u> | <u>Lodging</u> | <u>M&IE</u> |
|---|----------------|-----------------|
| CALIFORNIA | | |
| Bakersfield/Ridgecrest (Kern County) | | |
| FY2012 | \$77 | \$46 |
| FY2013 | \$86 | \$51 |
| Stockton (San Joaquin County) | | |
| FY2012 | \$77 | \$46 |
| FY2013 | \$83 | \$56 |
| MISSISSIPPI | | |
| Hancock and Pearl River Counties | | |
| FY2012 | \$77 | \$46 |
| FY2013 | \$82 | \$56 |
| MONTANA | | |
| Sidney/Glendive (Richland and Dawson Counties) | | |
| FY2012 | \$77 | \$46 |
| FY2013: | | |
| October 1 – March 31 | \$96 | \$56 |
| April 1 – May 30 | \$90 | \$56 |
| June 1 – September 30 | \$96 | \$56 |
| NORTH DAKOTA | | |
| Dickinson/Beulah (Stark, Mercer, Billings Counties) | | |
| FY2012 | \$77 | \$46 |
| FY2013: | | |
| October 1 – November 30 | \$104 | \$56 |
| December 1 – March 31 | \$118 | \$56 |
| April 1 – September 30 | \$104 | \$56 |
| Minot (Ward County) | | |
| FY2012 | \$77 | \$46 |
| FY2013: | | |
| October 1 – March 31 | \$112 | \$56 |
| April 1 – June 30 | \$100 | \$56 |
| July 1 – September 30 | \$112 | \$56 |

| <u>Locality</u> | <u>Lodging</u> | <u>M&IE</u> |
|--|----------------|-----------------|
| NORTH DAKOTA (continued) | | |
| Williston (Williams, Mountrail, McKenzie Counties) | | |
| FY2012 | \$77 | \$46 |
| FY2013: | | |
| October 1 – March 31 | \$96 | \$56 |
| April 1 – May 30 | \$90 | \$56 |
| June 1 – September 30 | \$96 | \$56 |
| NEW MEXICO | | |
| Carlsbad (Eddy County) | | |
| FY2012 | \$77 | \$46 |
| FY2013 | \$89 | \$51 |
| NEW YORK | | |
| Watertown (Jefferson County) | | |
| FY2012 | \$77 | \$46 |
| FY2013 | \$99 | \$56 |
| WASHINGTON | | |
| Pasco (Franklin County) | | |
| FY2012 | \$77 | \$46 |
| FY2013 | \$93 | \$46 |