

**OREGON PER DIEM RATES  
 LODGING RATES EFFECTIVE 10/1/15  
 (Supersedes all previous "OREGON TRAVEL RATES" informational sheets)**

PRIVATE VEHICLE MILEAGE: **FULL RATE \$ .575** or **REDUCED RATE \$ .23 PER MILE**  
 (Effective 1/1/15)

**Standard rate** for Oregon is **\$ 89.00** + room tax for lodging and **\$ 51.00** (\$12.75, \$12.75, \$25.50) for meals unless listed below. The following rates are for hi-cost Oregon locations. Where a county name is given the rate applies to the entire county, unless specified. Rates are reimbursed at actual cost up to the specified amounts plus room tax.

KEY CITY	PER DIEM LOCALITY COUNTY AND/OR DEFINED LOCATION	MEAL RATES (BREAKFAST, LUNCH, DINNER)	MAXIMUM LODGING AMOUNT
Non-commercial lodging	(staying with friends, etc.)	Varies by Destination	\$ 25.00
Beaverton	Washington	\$59 (\$14.75, \$14.75, \$29.50)	\$ 119.00 + room tax
Bend	Deschutes		
Oct 1 - June 30		\$59 (\$14.75, \$14.75, \$29.50)	\$ 102.00 + room tax
July 1- Aug 31		\$59 (\$14.75, \$14.75, \$29.50)	\$ 130.00 + room tax
Sept 1- Sep 30		\$59 (\$14.75, \$14.75, \$29.50)	\$ 102.00 + room tax
Clackamas	Clackamas	\$59 (\$14.75, \$14.75, \$29.50)	\$ 102.00 + room tax
Eugene/Florence	Lane	\$59 (\$14.75, \$14.75, \$29.50)	\$ 106.00 + room tax
Lincoln City/Newport	Lincoln		
Oct 1 - June 30		\$59 (\$14.75, \$14.75, \$29.50)	\$ 98.00 + room tax
July 1- Aug 31		\$59 (\$14.75, \$14.75, \$29.50)	\$ 125.00 + room tax
Sept 1- Sep 30		\$59 (\$14.75, \$14.75, \$29.50)	\$ 98.00 + room tax
Portland	Multnomah	\$64 (\$16.00, \$16.00, \$32.00)	\$151.00 + room tax
Seaside	Clatsop		
Oct 1 – June 30		\$69 (\$17.25, \$17.25, \$34.50)	\$ 105.00 + room tax
July 1 – Aug 31		\$69 (\$17.25, \$17.25, \$34.50)	\$ 156.00 + room tax
Sept 1 - Sept 30		\$69 (\$17.25, \$17.25, \$34.50)	\$ 105.00 + room tax

**MEAL ELIGIBILITY - INITIAL AND FINAL DAY OF OVERNIGHT TRAVEL ONLY:**

Meal per diems for initial day of travel and final day of travel will be calculated on departure and arrival times. Apply the percentage to the appropriate meal rate.

(B = Breakfast, L = Lunch, D = Dinner)

**Initial Day of Travel - Leave:**    Prior to 6 AM    6 Am to Noon    12:01 PM to 6 PM    After 6 PM  
 Meal Allowance %                    100% (B, L, D)    75% (L, D)    50% (D)                    25% (of meal allowance)

**Final Day of Travel – Return:**    Prior to 6 AM    6 AM to Noon    12:01 PM to 6 PM    After 6 PM  
 Meal Allowance %                    25% (B)                    50% (B, L)                    75% (of meal allowance)                    100% (B, L, D)

**Non-overnight travel:** If employees leave two hours or more before their scheduled work shift, they are entitled to a breakfast per diem. If employees arrive two hours or more after their scheduled work shift, they are entitled to a dinner per diem. A per diem allowance is not provided for lunch. Meals for non-overnight must be reported as taxable income to employees on their W-2 form (See DAS travel policy paragraph .113).

**NOTE:** Employees must indicate on the Travel Expense Detail Sheet, block 5, their regular work schedule.