

OREGON PER DIEM RATES

LODGING AND MEAL RATES EFFECTIVE 10/1/20 – 09/30/21 PRIVATE VEHICLE MILEAGE RATES EFFECTIVE 01/01/21 – 12/31/21 (Supersedes all previous “OREGON PER DIEM RATES” informational sheets)

Private Vehicle Mileage: Full rate is **\$0.56** per mile, Reduced rate is **\$0.16** per mile.

Standard lodging rate for Oregon is **\$96.00** + room tax for lodging and **\$55.00** (\$13.75, \$13.75, \$27.50) for meals, unless the location is listed in the table below.

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	\$61 (\$15.25, \$15.25, \$30.50)	\$ 136.00 + room tax
Bend	Deschutes		
Oct 1 – May 31		\$61 (\$15.25, \$15.25, \$30.50)	\$ 115.00 + room tax
Jun 1- Aug 31		\$61 (\$15.25, \$15.25, \$30.50)	\$ 161.00 + room tax
Sept 1- Sep 30		\$61 (\$15.25, \$15.25, \$30.50)	\$ 115.00 + room tax
Clackamas	Clackamas		
Oct 1 – May 31		\$56 (\$14.00, \$14.00, \$28.00)	\$ 115.00 + room tax
Jun 1- Aug 31		\$56 (\$14.00, \$14.00, \$28.00)	\$ 138.00 + room tax
Sept 1- Sep 30		\$56 (\$14.00, \$14.00, \$28.00)	\$ 115.00 + room tax
Eugene/Florence	Lane	\$61 (\$15.25, \$15.25, \$30.50)	\$ 108.00 + room tax
Lincoln City	Lincoln		
Oct 1 - June 30		\$66 (\$16.50, \$16.50, \$33.00)	\$ 114.00 + room tax
July 1- Aug 31		\$66 (\$16.50, \$16.50, \$33.00)	\$ 162.00 + room tax
Sept 1- Sep 30		\$66 (\$16.50, \$16.50, \$33.00)	\$ 114.00 + room tax
Portland	Multnomah		
Oct 1 – Oct 30		\$66 (\$16.50, \$16.50, \$33.00)	\$182.00 + room tax
Nov 1 – May 31		\$66 (\$16.50, \$16.50, \$33.00)	\$152.00 + room tax
June 1 – Sep 30		\$66 (\$16.50, \$16.50, \$33.00)	\$182.00 + room tax
Seaside	Clatsop		
Oct 1 – June 30		\$71 (\$17.75, \$17.75, \$35.50)	\$ 110.00 + room tax
July 1 – Aug 31		\$71 (\$17.75, \$17.75, \$35.50)	\$ 182.00 + room tax
Sept 1 - Sept 30		\$71 (\$17.75, \$17.75, \$35.50)	\$ 110.00 + room tax

MEAL ELIGIBILITY – First and final day of Travel only:

Meal per diems for the first 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:	<u>Prior to 6 AM</u>	<u>6 Am to Noon</u>	<u>12:01 PM to 6 PM</u>	<u>After 6 PM</u>
Meal Allowance %	100% (B, L, D)	75% (L, D)	50% (D)	25% (of meal allowance)

Final Day of Travel – Return:	<u>Prior to 6 AM</u>	<u>6 AM to Noon</u>	<u>12:01 PM to 6 PM</u>	<u>After 6 PM</u>
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 travel must be reported as taxable income to employees (See DAS travel policy paragraph .113).

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