

# OREGON PER DIEM RATES

## **LODGING AND MEAL RATES EFFECTIVE 10/1/23 – 09/30/24** **PRIVATE VEHICLE MILEAGE RATES EFFECTIVE 01/01/24 – 12/31/24** (Supersedes all previous “OREGON PER DIEM RATES” informational sheets)

### Private Vehicle Mileage Rates:

For travel between **January 1, 2024 and December 31, 2024** the Full rate is **\$0.67** per mile, Reduced rate is **\$0.21** per mile.

Standard lodging rate for Oregon is **\$107.00** + room tax for lodging and **\$59.00** (\$14.75, \$14.75, \$29.50) 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	\$64 (\$16.00, \$16.00, \$32.00)	\$ 136.00 + room tax
Bend	Deschutes		
Oct 1 – May 31		\$64 (\$16.00, \$16.00, \$32.00)	\$ 126.00 + room tax
Jun 1- Aug 31		\$64 (\$16.00, \$16.00, \$32.00)	\$ 191.00 + room tax
Sept 1- Sep 30		\$64 (\$16.00, \$16.00, \$32.00)	\$ 126.00 + room tax
Clackamas	Clackamas		
Oct 1 – May 31		\$64 (\$16.00, \$16.00, \$32.00)	\$ 127.00 + room tax
Jun 1- Aug 31		\$64 (\$16.00, \$16.00, \$32.00)	\$ 148.00 + room tax
Sept 1- Sep 30		\$64 (\$16.00, \$16.00, \$32.00)	\$ 127.00 + room tax
Eugene/Florence	Lane		
Oct 1 – May 31		\$64 (\$16.00, \$16.00, \$32.00)	\$ 132.00 + room tax
Jun 1- July 31		\$64 (\$16.00, \$16.00, \$32.00)	\$ 206.00 + room tax
Aug 1- Sep 30		\$64 (\$16.00, \$16.00, \$32.00)	\$ 132.00 + room tax
Lincoln City	Lincoln		
Oct 1 - June 30		\$69 (\$17.25, \$17.25, \$34.50)	\$ 131.00 + room tax
July 1- Aug 31		\$69 (\$17.25, \$17.25, \$34.50)	\$ 202.00 + room tax
Sept 1- Sep 30		\$69 (\$17.25, \$17.25, \$34.50)	\$ 131.00 + room tax
Portland	Multnomah		
Oct 1 – Oct 30		\$74 (\$18.50, \$18.50, \$37.00)	\$182.00 + room tax
Nov 1 – May 31		\$74 (\$18.50, \$18.50, \$37.00)	\$152.00 + room tax
June 1 – Sep 30		\$74 (\$18.50, \$18.50, \$37.00)	\$182.00 + room tax
Seaside	Clatsop		
Oct 1 – Jan 31		\$69 (\$17.25, \$17.25, \$34.50)	\$ 130.00 + room tax
Feb 1 – Jun 30		\$69 (\$17.25, \$17.25, \$34.50)	\$ 135.00 + room tax
Jul 1 – Aug 31		\$69 (\$17.25, \$17.25, \$34.50)	\$ 222.00 + room tax
Sept 1 - Sept 30		\$69 (\$17.25, \$17.25, \$34.50)	\$ 130.00 + 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)

<b>Initial Day of Travel - Leave:</b>	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)

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<u>Final Day of Travel – Return:</u>	<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.