

ENROLLED SENATE  
BILL NO. 805

BY: ROZELL of the SENATE

and

ROACH and SATTERFIELD of  
the HOUSE

AN ACT RELATING TO TRAVELING AND MOVING EXPENSES;  
AMENDING 74 O.S. 1991, SECTIONS 500.8, 500.9,  
500.9A, 500.17 AND 500.55, WHICH RELATE TO  
COMPLIANCE WITH THE STATE TRAVEL REIMBURSEMENT  
ACT; MAKING CERTAIN VIOLATIONS MISDEMEANOR  
OFFENSES; PROVIDING PENALTIES; MODIFYING METHOD  
OF COMPUTING PER DIEM; AUTHORIZING PAYMENT OF PER  
DIEM UNDER CERTAIN CIRCUMSTANCES; AND PROVIDING  
AN EFFECTIVE DATE.

BE IT ENACTED BY THE PEOPLE OF THE STATE OF OKLAHOMA:

SECTION 1. AMENDATORY 74 O.S. 1991, Section 500.55, is amended to read as follows:

Section 500.55 A. No state agency shall move the household goods ~~and/or~~ manufactured home of any employee except in compliance with the provisions of this act.

B. Any person authorizing a violation of this section shall be guilty of a misdemeanor and upon conviction thereof shall be penalized by a fine not to exceed One Thousand Dollars (\$1,000.00) or imprisonment in the county jail for not to exceed ninety (90) days or by both such fine and imprisonment and any employment of such person in any position or capacity by the State of Oklahoma shall be terminated immediately upon such conviction whether or not any fine or confinement is imposed by the court.

SECTION 2. AMENDATORY 74 O.S. 1991, Section 500.8, is amended to read as follows:

Section 500.8 A reimbursement for ~~documented~~ meal ~~and incidental~~ expenses, per day, ~~cumulative~~, while in official travel status, of not to exceed Nineteen Dollars (\$19.00) within the State of Oklahoma and Twenty-five Dollars (\$25.00) outside the state is authorized. In computing reimbursement for meals ~~and incidentals~~, a day shall be a period of twenty-four (24) hours. Reimbursement for each one-fourth (1/4) day consisting of six (6) hours or major fraction thereof, more than three (3) hours, may be made at the rate of Four Dollars and seventy-five cents (\$4.75) in state and Six Dollars and twenty-five cents (\$6.25) out of state. Provided, however, that no reimbursement for meals ~~and incidentals~~ shall be made for periods which do not include overnight status. If meals, ~~incidentals~~ and lodging at a meeting, workshop, conference or other object of travel are furnished as a "package plan", reimbursement may be made, based upon a receipt, but at a daily rate of not to exceed the total daily rate provided in this act.

SECTION 3. AMENDATORY 74 O.S. 1991, Section 500.9, is amended to read as follows:

Section 500.9 A. Reimbursement for overnight lodging, while in official travel status, may be made at not to exceed Thirty-five Dollars (\$35.00) or the actual cost, if lower, per night within the State of Oklahoma and not to exceed ~~Twenty-eight Dollars (\$28.00)~~ Thirty-five Dollars (\$35.00) or the actual cost, if lower, per night out of state except as provided in subsections ~~B~~, C, D and ~~D~~ F of this section and Section 500.9A of this title. Receipts issued by the hotel, motel or other public lodging place shall accompany claims for reimbursement.

B. A per diem allowance in lieu of subsistence may be authorized by a travel claim issued in accordance with Section 500.3 of this title, which shall include all charges for meals and lodging. Not to exceed Twenty-nine Dollars (\$29.00) per diem may be authorized on the travel claim for the performance of travel within the State of Oklahoma and not to exceed Thirty-five Dollars (\$35.00) per diem may be authorized for the performance of travel outside the State of Oklahoma. In computing the per diem allowance, a day shall be a period of twenty-four (24) hours. Reimbursement for each one-fourth (1/4) day consisting of six (6) hours or major fraction thereof, more than three (3) hours, may be made at the rate of Seven Dollars and twenty-five cents (\$7.25) in state and Eight Dollars and seventy-five cents (\$8.75) out of state. Provided, however, that no per diem shall be allowed pursuant to this section for periods of less than overnight in travel status. Reimbursement for expenses other than meals and lodging may also be made in accordance with the provisions of this act.

~~B. C.~~ State officers or employees attending meetings, workshops, conferences or other objectives of trips which are conducted at a designated hotel, motel or other public lodging place or where lodging has been arranged for by the blocking of rooms or by rate reductions for the participants by the sponsor as evidenced by the announcement or notice of the meeting, workshop, conference or other objective shall be reimbursed the actual lodging expense not to exceed the single occupancy room rate charged by the designated hotel, motel or other public lodging place, provided that said officials or employees are in official travel status approved by the agency head or his designee. Provided further, those state officers or employees attending meetings, workshops, conferences or other objectives of trips, which are conducted at a designated hotel, motel or other public lodging place as provided by this subsection, who choose to acquire less expensive lodging at another hotel, motel or other public lodging place shall be reimbursed the actual lodging expense not to exceed the single occupancy room rate charged by the designated hotel, motel or other public lodging place. Provided further, those state officers or employees so choosing this option shall not be reimbursed for local transportation costs incurred traveling between such optional lodging and the designated hotel, motel or other public lodging place. Receipts issued by the hotel, motel or other public lodging place shall accompany claims for reimbursement.

~~C. D.~~ The Legislature recognizes the existence of areas where the reimbursement is not sufficient to pay lodging costs, and wherein a higher lodging reimbursement should be allowed. It is hereby provided that any state officials or employees in official travel status out of the state in one of the designated high rate geographical areas shall be reimbursed their actual lodging expense up to a maximum of ~~Forty-five Dollars (\$45.00)~~ Sixty Dollars (\$60.00) per night, except as provided in Section 500.9A of this title. The high rate geographical areas are hereby designated as follows:

Anchorage, AK  
Atlanta, GA  
Baltimore, MD  
Boston, MA including all locations within Middlesex, Norfolk and Suffolk Counties  
Chicago, IL including all locations within Lake and Cook Counties  
Dallas and Fort Worth, TX including all locations within Dallas and Tarrant Counties  
Denver, CO including all locations within Denver, Adams, Arapahoe and Jefferson Counties  
Detroit, MI  
Honolulu, HI  
Houston, TX including all locations within the corporate limits of Houston  
Kansas City, MO and Kansas City, KS  
Los Angeles, CA including all locations within Los Angeles, Orange and Ventura Counties  
Miami, FL including all locations within Dade, Broward, Palm Beach and Monroe Counties  
Minneapolis-St. Paul, MN including all locations within Anoka, Hennepin and Ramsey Counties  
New Orleans, LA including all locations within Jefferson, Orleans, Plaquemines and St. Bernard Parishes  
New York, NY including all locations within the boroughs of the Bronx, Brooklyn, Manhattan, Queens and Staten Island and the counties of Nassau and Suffolk  
Newark, NJ including all locations within Bergen, Essex, Hudson, Passaic and Union Counties  
Philadelphia, PA including all locations within Philadelphia and Bala Cynwyd, PA  
Pittsburgh, PA  
St. Louis, MO  
San Diego, CA including all locations within San Diego County  
San Francisco and Oakland, CA including all locations within San Francisco and Alameda Counties  
San Jose, CA including all locations within Santa Clara County  
Seattle, WA including all locations within King County  
Washington, DC including all locations within the corporate limits of Washington, DC, the cities of Alexandria, Falls Church and Fairfax, and the counties of Arlington, Loudoun and Fairfax in Virginia, and the counties of Montgomery and Prince Georges in Maryland.

E. State officers and employees who have been required to attend hearings or meetings of any congressional committee or subcommittee or any federal agency, board or commission shall be reimbursed for their actual and necessary travel and lodging expenses; however, the agency head must approve any claims in connection with such expenses.

~~D.~~ F. Reimbursement for meals and lodging on out-of-state trips shall not begin more than twenty-four (24) hours before the meeting, workshop, conference or other objective of trip begins and shall not continue more than twenty-four (24) hours after said meeting, workshop, conference or other objective of trip ends.

~~E.~~ G. Reimbursement for meals and lodging incurred in official travel in areas outside of the United States to implement the objectives of contracts, grants, agreements or gifts for which funds from these sources are furnished shall be reimbursed from said funds at actual cost not to exceed the amount authorized United States Government employees in its periodical publication entitled

"Standard Regulations (Government Civilians, Foreign Areas), Department of State, Washington, DC".

~~F.~~ H. Claims submitted to the Director of State Finance for payment under the provisions of this section shall be certified to by the principal fiscal officer or contract and grant administrator of each agency. Such officer shall certify that such claim complies with and is authorized under this section.

SECTION 4. AMENDATORY 74 O.S. 1991, Section 500.9A, is amended to read as follows:

Section 500.9A ~~Meals, incidentals~~ Per diem payments, travel and other actual and necessary expenses may be paid if same is provided for in any contract or grant.

SECTION 5. AMENDATORY 74 O.S. 1991, Section 500.17, is amended to read as follows:

Section 500.17 All state departments, boards, commissions and institutions shall make a review each quarter year of its travel expenditures during the previous quarter year, and the head of such agency shall be authorized to make reductions in ~~allowances for meals and incidentals~~ the per diem he approves as determined necessary.

SECTION 6. This act shall become effective September 1, 1992.  
Passed the Senate the 7th day of May, 1992.

President of the Senate

Passed the House of Representatives the 20th day of April, 1992.

Speaker of the House of Representatives