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**M E M O R A N D U M**

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**TO:** ALL CIRM STAFF

**FROM:** CHILA SILVA-MARTIN, DIRECTOR OF FINANCE *Chila*

**SUBJECT:** MILEAGE RATES

**DATE:** JANUARY 9, 2014

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In accordance with the approved CIRM policy governing travel, effective January 1, 2014, the mileage reimbursement rate for private vehicles has been decreased to 56 cents per mile.

The CIRM follows the University of California mileage reimbursement standards that are based on Internal Revenue Service's (IRS) published rates. The IRS established the rate based on an annual study of fixed and variable costs of operating a vehicle.

If you have any questions, please do not hesitate to contact me or Celeste Heidler.

Thanks - Chila