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## CAMPUS CORRESPONDENCE

Date: June 22, 20%

To: LSU Leadership

From: Donna K. Torres, 374

Interim Executive Vice President for Finance Control C

Subject: Travel Changes to PM-13 effection to 12021

PM-13, University Taxable Community of Approximate Alientity profit to extract institution with an area expenses.

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- 1. Mileage rate decreased to 56 cents per mile.
- 2. Reimbursement for use of a chartened or
- Contractors are not exemptificam natural state sales taxes: and therefore the Linuxersity manufactors for state sales taxes.
- 4. Enterprise, National and Fierz are showevery enterprise, including the manufacture of the second of the second
- 5. Maximum meal allowance for single day travel in the single day travel day to the single day travel day travel day to the single day travel day t
- 6. เกียล่า เกาะ์าระลิธิสาราชาสิติส
- 7. The routine ledging of the factor of the North areas. Refer to Appendix A factor of the North areas.
- 8. When flying out of New Orlegans, LCSPARK in still thre potential parking let and uncovered parking in reimbursable with a receipt. In parking at another facility in New Orleans, an seep parking receipt expenses for another parking, receipt expenses for another parking, receipt expenses.
- Section XII. COV: 11:10 Represente: peen saiden to include in a rollowing internation travel:
  - a. Travelers are strongly encouraged to be fully vaccinated prior to any was all
  - b. It is the responsibility of ractings can stude to be fore a avening:
  - ซ. ว่าหาร 30 ประจาก ประชาชายะครับรายบระสบาน ของสุดที่เอก สารประชาชายะคราม เกิดของสุดที่ คนรับครระ travel willbe considered ล่า ได้เพลงรับรายรับกลรระครกลงละ.

## Also, other key traver remainers

- 1. The State of Louisiana contract the state of Louisiana cont
- Travel Agency section on the Accounts Pavable & Travel website
- 2. The Traver/Spend of traver authorization approaches the complete may be at 1880 and 1880 a
- 5. For an noter rouging, in the prepare in a second and the secon

4.	employees transfer and Herter transfer to the traveler at the
	Contractors. It is at the traveler's distriction without remainden party to the traveler's distriction without the traveler's distriction of the traveler's
5.	Personal travel destinations onculd rotes : restance of the property of the state o
6.	ווaveigraphia ביות וואר אין
Accour	ntsi Payaore and administrative office.
CC: "Th	omes G. Gellicon, J. Ell Droeident
Ela	ahe Russell, Lifeting Associate Wiles Electrical Life and All Lifeting St.