

Pembroke Regional Hospital

MEMO

To: All Staff
From: Senior Leadership Team
Date: October 14, 2022
Subject: Travel Expense – reimbursement rate for mileage

Pembroke Regional Hospital (PRH) pays reasonable travel expenses of any employee who is authorized by the Hospital to travel in the performance of their duties in accordance with the Travel Expense policy.

The Senior Leadership Team has approved a new increased mileage rate for employees effective September 1, 2022. The per kilometer rate will change from \$.50 per kilometer to the following:

- \$0.57/km for an employee's first 10,000 kilometers travelled in a given fiscal year
- \$0.53/km for the balance of travel above 10,000 kilometers.