



STATE OF ILLINOIS
COMPTROLLER
JUDY BAAR TOPINKA

ACCOUNTING BULLETIN

TO: Fiscal Officers of All State Agencies

FROM: Steven L. Valasek, Assistant Comptroller - Operations

DATE: August 1, 2012

SUBJECT: Detail Object Code 1295 – Travel, Mileage Reimbursements to Employees

NUMBER: 182

The Illinois Office of the Comptroller has established a new Detailed Object Code (DOC) for the reporting of mileage reimbursements to State employees.

DOC 1295 - Travel, Mileage Reimbursements to Employees - Payments for reimbursements of mileage expenses incurred by state officers and employees who traveled in connection with official state business, as provided by applicable travel regulations. **NR**

The Governor's Travel Control Board Travel Update Number 13-02, dated July 18, 2012, requires "payments for reimbursement of mileage expenses incurred by state officers and employees who traveled in connection with official state business, as provided by applicable travel regulations, must be coded DOC 1295 – Travel, Mileage Reimbursement to Employees and must be separately identified in box 18 and box 19 on the C-10 Travel Voucher".

Travel Vouchers that contain mileage reimbursements for travel on or after July 19, 2012 must be coded DOC 1295.

If you have any questions pertaining to this bulletin, please contact Marvin Becker at (217) 782-7078. Agencies may access this and other Accounting, SAMS and Payroll Bulletins on the Comptroller's website at www.ioc.state.il.us under Resource Library.