



MEMORANDUM

TO: ALL CIRM STAFF

FROM: CHILA SILVA-MARTIN - VICE PRESIDENT, FINANCE

SUBJECT: UPDATES TO CIRM TRAVEL POLICY REIMBURSEMENTS RATES

DATE: March 7, 2018

Pursuant to the University of California recent updates of the Per Diem reimbursements rates, the CIRM is reducing the Meals & Incidental Expenses (MI&E) cap to \$62 per day.

Effective immediately the Daily (MI&E) reimbursement cap is \$62.00 per day.