

POLICY

SECTION:	BUSINESS	POLICY:	B-02
TOPIC:	MILEAGE REIMBURSEMENT RATE	PAGE:	Page 1 of 1
		DATE:	September 2014
REVIEW DATE:	September 2019	REVISED:	May 2017

The District School Board of Niagara (DSBN) shall provide mileage reimbursement for all employees and trustees who are authorized to use their own vehicle in the performance of their regular duties.

In accordance with Canada Revenue Agency, the per kilometre rate for kilometres driven by an employee using their personal vehicle for business, as published each January, will be the DSBN's kilometre reimbursement rate effective September 1st of that year.

Kilometres may be claimed for distance measured from one's regular place of employment to any other DSBN-owned establishment or to other locations to which an employee actually travels in the course of DSBN business.