

## 1 COMMITTEE ON RULES AND LEGISLATIVE ADMINISTRATION

2  
3 **Policy on the Payment of Per Diem Living Expenses during Interims**  
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5 Members may receive per diem living expense during interims for conducting legislative  
6 business and official duties of the office at a rate per calendar day authorized by the Committee,  
7 in any of the following situations:

- 8 • Chairs of committees for duties related to their committee or their office, including  
9 meeting with staff
- 10 • Members attending meetings of their committees or subcommittees or of task forces  
11 formed by the Speaker or committee chairs
- 12 • Committee members conducting committee business, upon the approval of the committee  
13 chair
- 14 • The Speaker, Majority Leader, or Minority Leader, for duties related to their offices
- 15 • Members, when conducting legislative business and official duties of the office, as  
16 approved by the Speaker or, for members of the minority caucus, by the Minority Leader
- 17 • Up to two days, as needed for travel to and from the place of business, when the business  
18 to be conducted is also eligible for per diem.

19 A request for the payment of per diem must be in writing. A request must be approved by the  
20 Speaker, by a committee chair, or by the Minority Leader for members of the minority caucus.  
21 For attendance at a committee, subcommittee, or committee task force meeting or for other  
22 committee business, the request must be approved by the chair of the appropriate committee.

23 In addition, members may request payment of per diem living expenses for up to ten days  
24 during each interim, for the purpose of conducting legislative business and official duties of the  
25 office at the State Capitol. If the member resides more than 50 miles from the State Capitol, the  
26 member also may receive up to one day of per diem for the round trip between his or her  
27 residence and the State Capitol. If the member resides more than 50 miles from the State  
28 Capitol, he or she may be reimbursed for the expense of one night's lodging in the vicinity of the  
29 State Capitol or while in direct transit between his or her residence and the State Capitol up to a

- 1 total of ten nights during each interim. A member must submit the request for payment of per
- 2 diem living and other expenses for this purpose to House Budget and Accounting in writing on
- 3 the form provided.

Date adopted: \_\_\_\_\_

Signed: \_\_\_\_\_

JOYCE PEPPIN, CHAIR