OLD DOMINION UNIVERSITY

University Policy

Policy #1050

BUSINESS-RELATED TRAVEL ALLOWANCE

 $reimbur sement\ to designated\ University\ employees\ while\ transactin \textbf{\textit{g}} fficial\ business\ on\ behalf\ of\ the\ institution.$

B.

F. PROCEDURES

1.	Travel allowances shall be approved on a case-by-case basis by the President and provided to
	authorized individuals according to the University's payroll schedule.

2.	Travel	allowances	provided to	o authorized	individuals v	vill be ref	flected or	ı the emp	loyee's W	-2
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POLICY HISTORY ************************************						
Policy Formulation Committee (PFC) & Responsible Officer Approval to Proceed:						
/s/ Mary C. Deneen	September 28, 2021					
