

Kansas Administrative Regulations

Department of Administration

Article 16.—Travel Reimbursement

1-16-2b. Moving expenses.

(a) The provisions of this regulation shall apply only when a permanent employee transfers within a state agency or from one agency to another for the convenience or benefit of the employing agency and the official station is more than 25 miles from the old official station, or when an employee has been recruited under the provisions of 1997 SB 104, § 1.

(b) The head of the employing agency may pay reasonable moving expenses to a commercial carrier or may reimburse the employee as authorized by this regulation, in an amount not to exceed the actual expenses.

(1) The employee may be reimbursed or a commercial carrier may be paid for the expenses of transporting, packing, crating, temporarily storing, draying, unpacking, and obtaining transit insurance for up to 12,000 pounds net weight of household goods and personal effects, excluding any cost for disassembling yard toys, patio equipment, window air conditioners, and shelving.

(2) When an employee transports a house trailer or mobile dwelling for use as a residence and the employee otherwise would be entitled to transportation of household goods and personal effects under paragraph (1) of this subsection, the head of the employment agency may pay for the following expenses:

(A) A mileage allowance at the rate provided to reimburse state employees for the use of a privately owned conveyance, including the payment of necessary tolls, charges, and permit fees, if the trailer or dwelling is transported by the employee; or

(B) commercial transportation of the house trailer or mobile dwelling, at agency expense or through reimbursement to the employee, including the payment of necessary tolls, charges, and permit fees, if the trailer or dwelling is not transported by the employee.

(Authorized by and implementing K.S.A. 75-3706 and 1997 SB 104, § 1; effective May 1, 1979; amended May 1, 1981; amended, T-1-4-26-93, April 26, 1993; amended July 12, 1993; amended, T-1-7-1-97, July 1, 1997; amended Aug. 8, 1997.)

***** Authenticated Kansas Administrative Regulation *****