

PRESIDENT OF THE SENATE AND SPEAKER OF THE HOUSE
ADMINISTRATIVE CODECHAPTER 744-X-1
REIMBURSEMENT OF EXPENSES OF LEGISLATORS

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744-X-1-.01 Definitions.

In this chapter, the following words have the following meanings:

(1) OFFICIAL BUSINESS. Activity the Presiding Officer determines is official business. Except as otherwise determined by the Presiding Officer on a case by case basis, the term does not include the expenses of transportation to and from the residence of a member living more than 50 miles from the seat of government on consecutive days or multiple days during the same week if the cost of expenses of transportation would exceed the expenses of a single round trip of transportation plus the expenses of travel. In that case, the term includes only the lesser amount.

(2) PRESIDING OFFICER. The President of the Senate, with respect to the Members of the Senate, and the Speaker of the House of Representatives, with respect to the Members of the House of Representatives.

Author: Taylor Nichols

Statutory Authority: Amendment 871 to the Constitution of Alabama of 1901

History: New Rule: Filed January 23, 2015; effective February 27, 2015.

744-X-1-.02 Reimbursement For Travel Expenses.

Members of the Senate and Members of the House of Representatives shall be reimbursed for travel on official business pursuant to the following rules:

(1) Reimbursement shall be made only for travel outside the district of the Member that is approved by the Presiding

Officer and determined to be on official business in the service of the state.

(2) Except as otherwise provided in this rule or by law other than this rule:

(a) Reimbursement shall be in the same amount or at the same rate as a state employee traveling in the service of the state for similar travel.

(b) Reimbursements shall be governed by the procedures set forth in Section 5(F)(1) of Chapter 6 of the Fiscal Policy and Procedures Manual of the Department of Finance and shall be processed in the same manner as for state employees generally.

(3) Except for transportation expenses, no reimbursement may be made for travel between the residence of the member and the seat of government for a member who lives less than 50 miles from the seat of government.

Author: Taylor Nichols

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744-X-1-.03 Reimbursement For Expenses Other Than Travel Expenses.

Members of the Senate and Members of the House of Representatives shall be reimbursed for actual expenses incurred in the performance of their official duties pursuant to the following rules:

(1) Prior to the expense being incurred, the appropriate Presiding Officer determines the expense will be incurred in the performance of official duties and approves the expense.

(2) The voucher for reimbursement is signed or authenticated by the Member, or the duly authorized agent of the Member, who shall attest that the contents of the voucher are a true and accurate representation of the expense.

Author: Taylor Nichols

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744-X-1-.04 Approval And Payment Of Reimbursement.

The approval or disapproval of reimbursement under this chapter shall be made in a timely manner. A Presiding Officer may not discriminate between Members of the Legislature in the approval or timely reimbursement of expenses pursuant to this chapter.

Author: Taylor Nichols

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