OLD DOMINION UNIVERSITY University Policy

Policy #1050 BUSINESS-RELATED TRAVEL ALLOWANCE reimbursement todesignated University employees while transactingficial business on behalf of the institution.

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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 authorized individuals will be reflected on the employee's W-2

POLICY HISTORY

Policy Formulation Committee (PFC) & Responsible Officer Approval to Proceed:

/s/ Mary C. Deneen

September 28, 2021