

AggieTravel Digest

Important Changes to G-28

Important Information About Upcoming Changes to G-28

The Regents of the University of California are expected to release the updated [Business and Finance Bulletin G-28](#) in early September. We have been notified of two major changes to the policy that warrant mentioning.

- Meals & Incidental Expenses (M&IE) for CONUS travel, (travel within the continental United States), will decrease from \$74 per day down to **\$62 per day**.
- CONUS lodging will have a daily cap of \$275 per night, not including taxes and applicable fees.

What does this mean for you?

Remember, CONUS refers to the Continental United States. The new M&IE rates and lodging limit will **not** apply to Alaska, Hawaii, U.S. territories, or foreign travel.

When G-28 is officially updated, the new M&IE rates and lodging limits will be effective immediately.

Travel & Entertainment Changes



Airfare Exception Form

There are times when travelers may require an exception to the G-28 airfare upgrade policy. The process of certifying the need for an upgrade has been updated to include a form the traveler must complete and submit with their travel expense report. The form is available on the [Travel website, on the forms page](#).



Conference, Training, & Webinar Registration

UC Davis has a new way to process registration fees that do not include travel! Check out the updated website, and handy PDF!

[Conference Registration](#)



University Catering | UC DAVIS
DINING SERVICES

Our very own University Catering will now process interdepartmental billing through AggieTravel via our Central Travel System (CTS).

Using the campus CTS billing option has proven to be an efficient way to book airfare reservations and host guests at our local hotels. The same convenience is now part of University Catering.

Decision Support Report 421

Have you been waiting for a Decision Support report that displays all of the outstanding imported CTS expenses? Wait no more! [DS 421](#) is what you've been waiting for! Search by department or traveler name!

Travel Topics



Travel Arrangers

Travel Arrangers are granted permission to make travel reservations, through AggieTravel, on behalf of others. Becoming a travel arrangers takes only a few minutes. [Visit our Travel Arranger website to see how!](#)

What is this Billing ID warning all about?

If a user does not have a billing ID or default Chart/Account entered into their Profile Expense Information screen, the warning pops up as a reminder. [Visit our website for more information.](#)



Beware of "Basic Economy"

When making travel reservations, you may see what the major airlines are now calling, *Basic Economy* airfares. These fares are the least expensive flights available. Sounds great, right? No! [Read all about Basic Economy airfare here.](#)

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