

SPOKANE COUNTY FIRE DISTRICT 8

Policy

P10.02.06
Expense Reimbursement



Adopted: 10/19/2015
Board Chair: *Charles Noyes*
Commissioner: *[Signature]*
Commissioner: *[Signature]*

Policy: Expense Reimbursement

Fire District personnel or employees will be reimbursed for reasonable business expenses as authorized by a Chief Officer.

Personnel or employees requesting reimbursement shall complete a Miscellaneous Out-Of-Pocket Reimbursement form and attach all receipts.

Personnel or employees requesting reimbursement for mileage shall complete a Mileage Expense Report form. Reimbursement will be at the current Standard Mileage Rate as designated by the State of Washington.