Mileage Allowance

Mileage allowance definitions specify which amount is settled for kilometers driven and, if applicable, for passengers. The definition is used via the trip type and the vehicle type.

Fields

- **Name and default mileage allowance:** designation and default setting.
- **Calculate for private vehicles only:** use the definition only for private vehicles.
- **Vehicle type:** for example car or motorcycle.
- **Amount / Amount tax-free:** values per kilometer.
- **Amount per passenger / Amount per passenger tax-free:** additional value if passengers are recorded.
- **Wage type / Wage type tax-free:** target values for settlement, if required.
- **Valid from / Valid to:** historical period.

Procedure

1. Adopt the business-valid rates from the current travel expense regulation; the documentation deliberately contains no fixed statutory amounts.
2. Create the required definitions per vehicle type and private/non-private logic.
3. Maintain validity intervals without gaps and without overlaps.
4. Test the definition in the trip type[1] with the vehicle and mileage log configuration.

Negative amounts are not permitted. After a change, at least one private and one non-private vehicle as well as a case with a passenger must be checked.

Felder

Name	Wert
Modul	Travel Management (tm)
Webdesk Actionname	tm_editKmBillingDef
Artefakt-Typ	Action

1. /daisy/webdesk-manual-admin/3150-dsy.html?language=4