

How the System Calculates Over-Ceilings

Two Types of Per Diem Rates: (Rates for lodging/meals)

01

CONUS

(Continental United States)

These rates provide a room rate/ceiling (does not include tax) ceiling for lodging and a breakfast, lunch, dinner, and incidentals for meals. The meal ceilings includes taxes

02

OCONUS

(Outside Continental United States)

Includes foreign countries including Alaska and Hawaii. The rate/ceiling is total amount for lodging. For meals it is broken out same as CONUS

Two Types of Ceiling Calculations: (Configuration Option)

01

Each Day

Over Ceiling is computed each day and summed

02

Total of All Days

Ceilings for all days are summed and comparted to total expense which will give over ceiling

Scenario:

Two Night Hotel Stay

First Night:

Room: \$100 per night

Tax: \$10 per night

Second Night:

Room: \$80 per night

Tax: \$10 per night

Total Room Tax: \$20

CONUS Lodging Rate: \$90

OCONUS Lodging Rate: \$90

Ceiling by Day

Day 1:

Expense: \$110 (\$100 Room + \$10 (tax))

CONUS (Location): Ceiling \$99 (\$90x1.10)

Over Ceiling: \$11

OCONUS (Location): Ceiling \$90

Over Ceiling: \$20

Day 2:

Expense: \$90 (\$80 + \$10 (tax))

CONUS (Location): Ceiling \$101.25 (\$90x1.125)

Over Ceiling: \$0

OCONUS (Location): Ceiling \$90

Over Ceiling: \$0

Expense Over Ceiling

CONUS: \$11

OCONUS: \$20

Ceiling by Total of All Days

Expense: \$200

(Expense: \$110 + \$10 + \$80 + \$10)

CONUS Ceiling: \$199.80

(\$180x1.11)

(Based on \$20 tax on \$180 Expense)

OCONUS Ceiling: \$180

Expense Over Ceiling

CONUS: \$0.20

OCONUS: \$20

*Ceiling amounts are based on locations