Quarters for Meal per diem

**First Quarter**
6:00 a.m. to 11:59 a.m.
- Travel must begin before 7:00 a.m.

**Second Quarter**
12:00 noon to 5:59 p.m.
- Travel must begin before noon
- If travel is completed before noon, no reimbursement

**Third Quarter**
6:00 p.m. to 11:59 p.m.
- Travel must begin before 6:00 p.m.
- If travel is completed before 6:00 p.m., no reimbursement

**Fourth Quarter** — 12:00 a.m. (midnight) to 5:59 a.m.
Pertains to lodging expenses only