

**From:** HR-BATCH <HR-BATCH@sceis.sc.gov>  
**To:** Danny VaratDannyVarat@scstatehouse.gov  
**Date:** 11/12/2017 9:00:09 PM  
**Subject:** Approve expense report of KEVIN M PONDY

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Work Item in SAP System: ECP

Work Items are for Travel Approvals

Supervisors, log on to MySCEmployee and go to the Universal Work List to process your Travel work item.

If you have any problems logging on, contact your system administrator.

Personnel no.: 10006889 Trip no.: 0000144736  
Trip begins: 10/23/2017 08:00:00  
Trip ends: 10/23/2017 16:00:00  
Reason: Financial Orientation and Security Audit  
Location: Waccamaw AAA  
Country: US - South Carolina  
Total costs: USD 143.96  
Advance: USD 0.00