

**From:** Danny Varat  
**To:** 'Broome, Darryl'dbroome@aging.sc.gov  
**Date:** 4/13/2017 2:26:05 PM  
**Subject:** FW: Approve expense report of KATHERINE G SHAVO

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-----Original Message-----

**From:** HR-BATCH [mailto:HR-BATCH@sceis.sc.gov]  
**Sent:** Wednesday, April 12, 2017 9:00 PM  
**To:** Danny Varat <DannyVarat@scstatehouse.gov>  
**Subject:** Approve expense report of KATHERINE G SHAVO

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.: 10032578 Trip no.: 0000131270 Trip begins: 03/29/2017 07:40:00 Trip ends: 03/29/2017 16:00:00  
Reason: Work in Region 5  
Location: Bamberg, SC  
Country: US - South Carolina  
Total costs: USD 87.74  
Advance: USD 0.00