NR_key_name:	3DD168C056741FE685256673004ACC18
SendTo:	CN=Tracy Shycoff/O=ARRB @ ARRB
CopyTo:	CN=Jerrie Olson/O=ARRB @ ARRB;CN=Cathy Rodriguez/O=ARRB @ ARRB
DisplayBlindCopyTo:	
BlindCopyTo:	CN=R ecord/O=ARRB
From:	CN=Janice Spells/O=ARRB
DisplayFromDomain:	
DisplayDate:	09/02/1998
DisplayDate_Time:	9:39:59 AM
ComposedDate:	09/02/1998
ComposedDate_Time:	9:36:59 AM
Subject:	Re: Leave Request
Body:	Tuesday , 9/8 appt. changed to Thursday, 9/10 -- 10:00 am - Noon or shortly thereafter.To:Janice Spells/ARRBcc:Jerrie Olson/ARRB, Cathy Rodriguez/ARRB, Laura Denk/ARRBFrom:Tracy Shycoff/ARRBDate:09/01/98 04:10:04 PMSubject: Re: Leave RequestThese are fine. As we discussed, if you can possibly change the Dr. Appt. on the 8th it would be helpful since the Board will be here. However, if you can't it is not a big problem since the Board will not really be meeting on the 8th but rather spending the entire day reading the final report and therefore won't need staff support.Jerrie and Cathy will work out the appropriate coverage and let me know if they have any conflicts.To:Tracy Shycoff/ARRBcc: From:Janice Spells/ARRB Date:09/01/98 01:37:11 PMSubject:Leave RequestI hereby request the following time off:Annual LeaveWed., 9/2 -- 2:30 - 5:00 pm (1:30 departure) Thurs., 9/3 - 8:30 am - 5:00 pm Sick LeaveFri., 9/4 -- 8:30 - 10:30 am.Tue., - 9/8 -- 2:30 - 5:00 pm. (1:30 departure)Please let me know if the annual leave presents a coverage problem. If so I can probably alter it to some extent. Sick leave is for scheduled appointments.
recstat:	Record
DeliveryPriority:	N
DeliveryReport:	B
ReturnReceipt:	
Categories:	