

FAMIS v5 Flash # (242): Union Related Employee Reimbursements

WHO: All Department processing Union related Employee Reimbursements

WHAT: Department of Human Resources must receive all employee reimbursement requests by Friday, June 2, 2017. Any incomplete, pending or new requests after June 2, 2017 will need to be entered and submitted in PeopleSoft after July 3.

WHEN: June 2, 2017 close of business

WHY: Preparation in transitioning to PeopleSoft

HOW YOU CAN HELP: Ensure DHR will receive all employee reimbursement requests by Friday, June 2, 2017.

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