



INVENTORY REMINDER

OCTOBER 20

*RETURN DEADLINE FOR
SUSPENSE LISTS*

DECEMBER 12

LPAA CERTIFICATION DEADLINE



ASSETWORKS UPDATE

CAMPUS TRAINING HAS BEGUN

WEDNESDAY, OCTOBER 15

FRIDAY, OCTOBER 17

TUESDAY, OCTOBER 21

THURSDAY, OCTOBER 23

*REGISTER AT EMPLOYEE RESOURCES →
HRM TRAINING PROGRAMS*



ASSETWORKS UPDATE

NEED YOUR HELP:

*ENSURE APPROPRIATE PERSONNEL ARE IDENTIFIED
AS PROPERTY CUSTODIAN AND FLEET MANAGER*



ASSETWORKS UPDATE

APPROVALS OF TRANSFERS

-- HRSDEPTHEAD

-- HRSDEAN

-- SIGAUTH