

Message

From: Roberta Graziotto [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=B2AF1CA552144B9CAA23FEB1D9662D51-ROBERTA GRA]
Sent: 2017-12-04 2:26:58 PM
To: Sorana Ionescu [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=b8b408ef2b884f92b596ff3f713f0a8d-Sorana Ione]
CC: Desmond Bell [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=8b6faa049d164034886394de24b54b62-Desmond Bel]; Lorraine Turnevicius [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=37ddaa7c517d4bed9e6567e4432456f7-Lorraine Tu]
Subject: you will receive a Citadel request to approve - Guide to Documents Published in Baseline 38.1
Attachments: Guide to Documents Published in Baseline_v75.1.doc; Baseline 38.1 document status

Hi Sorana,

You will be receiving a Citadel workflow request to approve the 'Guide to Documents Published' for Baseline 38.1 that will be published on December 6th.

This document is published four times a year and was originally approved by the CIO, then eventually delegated to the VP of I&TS. Since Doug Thomas came on board, it was delegated to Dave Dunn. However, for the past couple of years, approval was delegated to Des Bell.

I'm still waiting for six documents (see attached email), once the guide is finalized, I will upload for your approval. Attached is a redlined version of the Guide so you will know what you are approving.

Let me know if you have any questions.

Thanks,
Roberta

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