

CLEARANCE RECORD

(SEE INSTRUCTIONS ON REVERSE)

1. TYPE OF DOCUMENT
BOEM Interim Policy Document (IPD)

2. IDENTIFICATION NUMBER (IF ANY)
ADAB 2-0055

3. SUBJECT/TITLE

BOEM Reimbursable Travel

4. SUMMARY OF DOCUMENT CONTENTS (if a revision, given rationale for change):

Policy document on BOEM Reimbursable Travel

5. ORIGINATOR

ORGANIZATION	NAME AND TITLE	TELEPHONE NUMBER	DATE
Administration - Finance Division	Robin A. Robinson	+1 (703) 787-1302	04/04/2012

6. CLEARANCES

ROUTING SYMBOL- CODE	ORGANIZATION AND TITLE	SIGNATURE	DATE	INTERNAL CLEARANCE	
				SURNAME	DATE
HE 2328	Angela Whitford for Teresa L. Weaver BSEE Chief, Finance Division	<i>Angela Whitford</i>	4/20/12		
HE 2127	ANGELA RICE FOR Melissa L. Stoltz Office of Administration Directives Liaison Officer	<i>Angela Rice</i>	4/27/12	E. Baker	4/26/2012
HE 2313	Brenda Taylor BSEE (OA) Directives Officer	<i>Brenda C. Taylor</i>	4/30/2012		
DE 5438	Robert E. Brown Associate Director for Administration, BSEE	<i>Robert E. Brown</i>	4/25/12		
DM	ODM	<i>Eric</i>	5/1/12		
DM 5238	Walter D. Cruickshank Deputy Director, BOEM	<i>Walter D. Cruickshank</i>	5-16-12	T. Lukiprak	5/15/12
	COS - Emily L. Lindow	<i>Emily Lindow</i>	5/1/12		

7. SIGNATURE INFORMATION

NOTE: INDICATE BY STAMP THE NAME OF SIGNING OFFICIAL AND DATE SIGNED.

SIGNED BY	DATE SIGNED

8. FOR USE OF FINAL ACTION OFFICE

AFTER SIGNATURE RETURN TO	ISSUANCE NUMBER ASSIGNED
Janell Cox, (703)787-1243 Finance Division, HE2328	

Routing Slip for ADAB-12-0055[Print](#) [Close](#)**Control Information**

Control #: ADAB-12-0055	Control Type: AA	Control Date: 4/20/2012
Rec/Int Date: 4/20/2012	Exec Sec #:	LM#:
Resp Office: ADMIN	Surname:	
Corr. Date: 4/20/2012	Corr. Type: OTHER	Corr. Source:

TO: Title/Organization:	Last Name:	First Name:
BOEM Dep Director	Cruickshank	Walter D.

THROUGH: Title/Organization:

FROM: Title/Organization:	Last Name:	First Name:
BSEE AD for Admin	Brown	Robert E.

FOR SIGNATURE OF: Title:	Organization:	Date Due:	Date Signed:
DEPUTY DIRECTOR	DOI	5/18/2012	

Subject: Policy document on BOEM Reimbursable Travel**Comments:****Action Information****Date Sent (4/20/2012)**

Action Office: ADAB	Action Date:	Action Taken:
Action Name:	Send To: ADMIN	Date Sent: 4/20/2012
Action Requested: SIGN	Due Back: 5/18/2012	
Comments:		