

Please share with your department leaders, managers, and supervisors.



The December 2016 Festivities BRC Blast

UCOP senior leaders will be hosting the 2016 Office of the President End-of-Year Party on Friday, December 16 in the lobby of 1111 Broadway. The festivities begin at 2:30pm with food and a variety of musical offerings.



In light of the above, this is a gentle reminder that the BRC may ask for additional information and/or approvals for department meetings and events that are scheduled in December and January that may appear to be counter to the message below:

The following was included in an email from EVP/COO Rachael Nava on November 18, 2016:

“As we have clarified in prior years, this event does not preclude departments from holding their own events as well, as is often done towards the end of the year. However, all charges for those events, including supplies and decorations, must also be paid using only personal funds from yourself or your staff. These expenses will not be reimbursed by the University.”

HAPPY HOLIDAYS FROM THE BRC!

YOU CAN REACH US AT:

brctravelandent@ucop.edu Mark – Team Lead

brcpurchaseandpay@ucop.edu Brad – Team Lead

brcaccounting@ucop.edu Amy – Team Lead

brcpolicycompliance@ucop.edu Amy – Team Lead

[Blasts from the Past](#)