From: DCRRAPPS01LN/DC/USEPA/US
To: Richard Yamada
Cc: Evanko, Peter; Gentry, Nathan
Subject: OITA Email Notification - Status Change on your International Travel
Date: Thursday, November 30, 2017 4:10:15 PM

Your International Travel Plan (ITP) has been Approved by the Office of International Affairs.

OITA TRIP ID#: ORD-004659
MEETING: Meeting with representatives of Japan's Ministry of the Environment
DESTINATION: JAPAN - TOKYO CITY
DATES: 12/7/2017 to 12/18/2017
COMMENT:

To Print a copy of your approved ITP and clearance cable(s):

1) open the link below,
2) Click "View Data using ITP form", and,
3) Click "Print"

Carry copies of your ITP, TA, and Clearance Cable(s) with you.
Here is a link to your travel document -->

Note: This status update applies to your ITP only. Check Travel Manager for information on your Travel Authorization