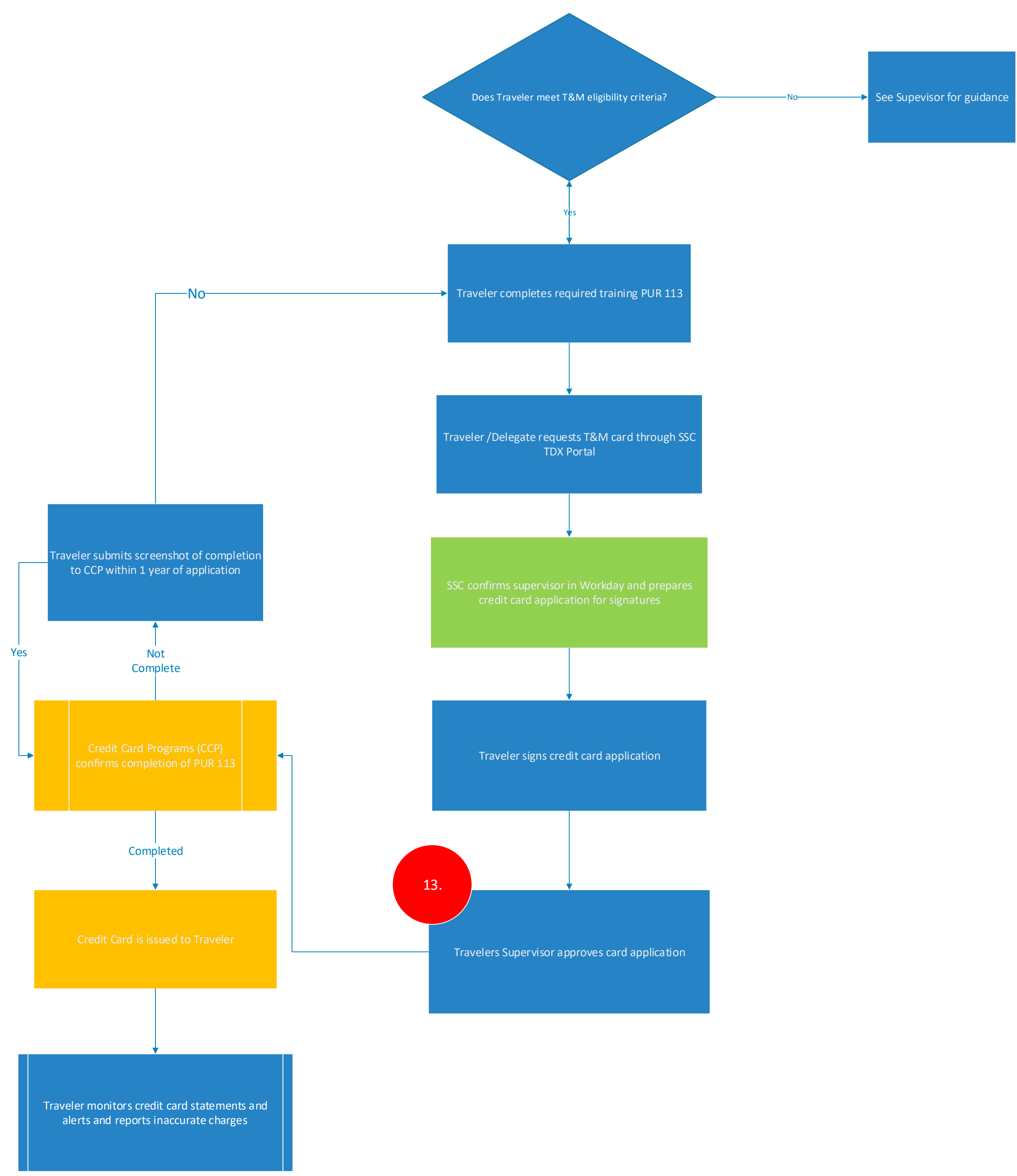
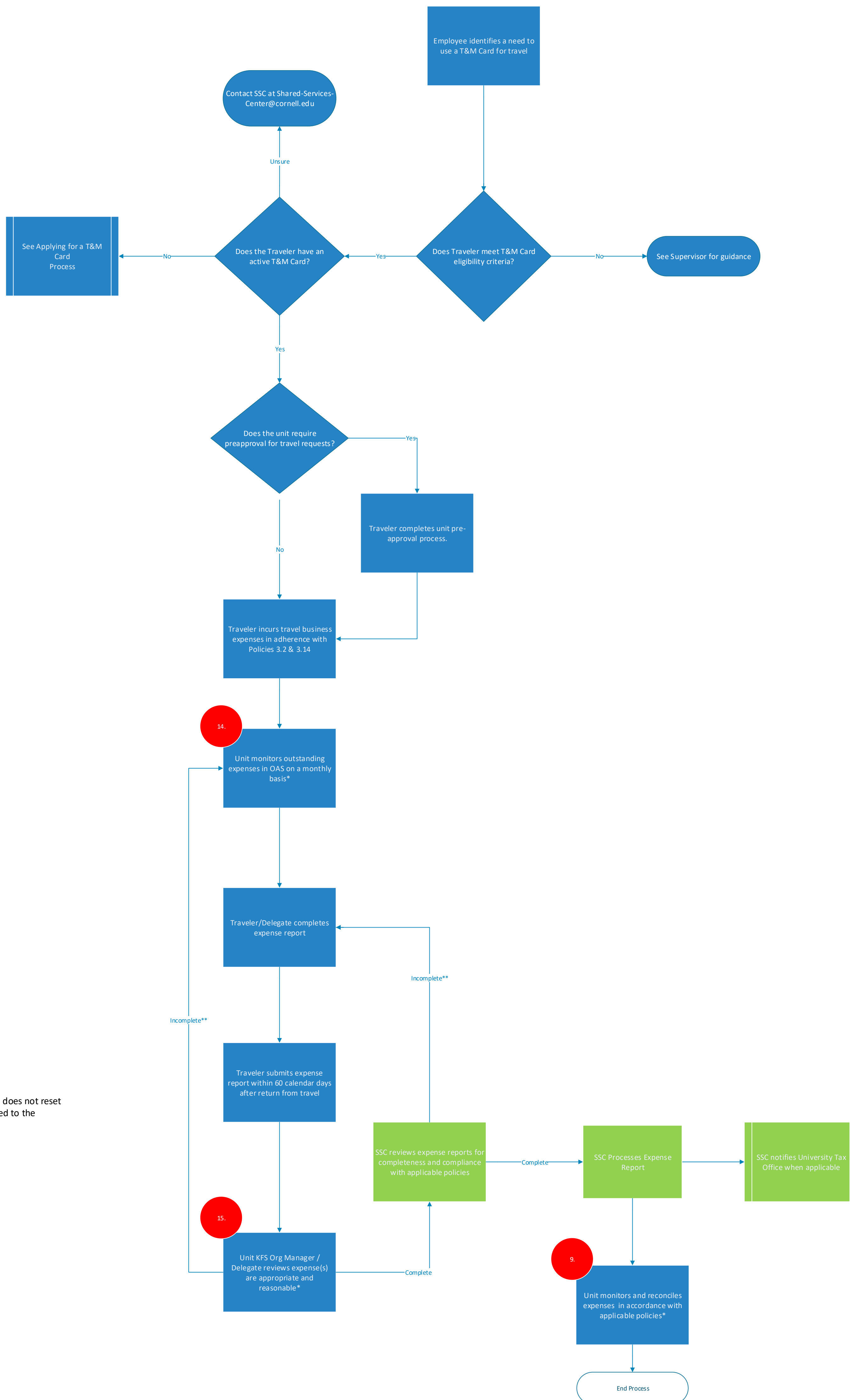


Applying for a T&M Card



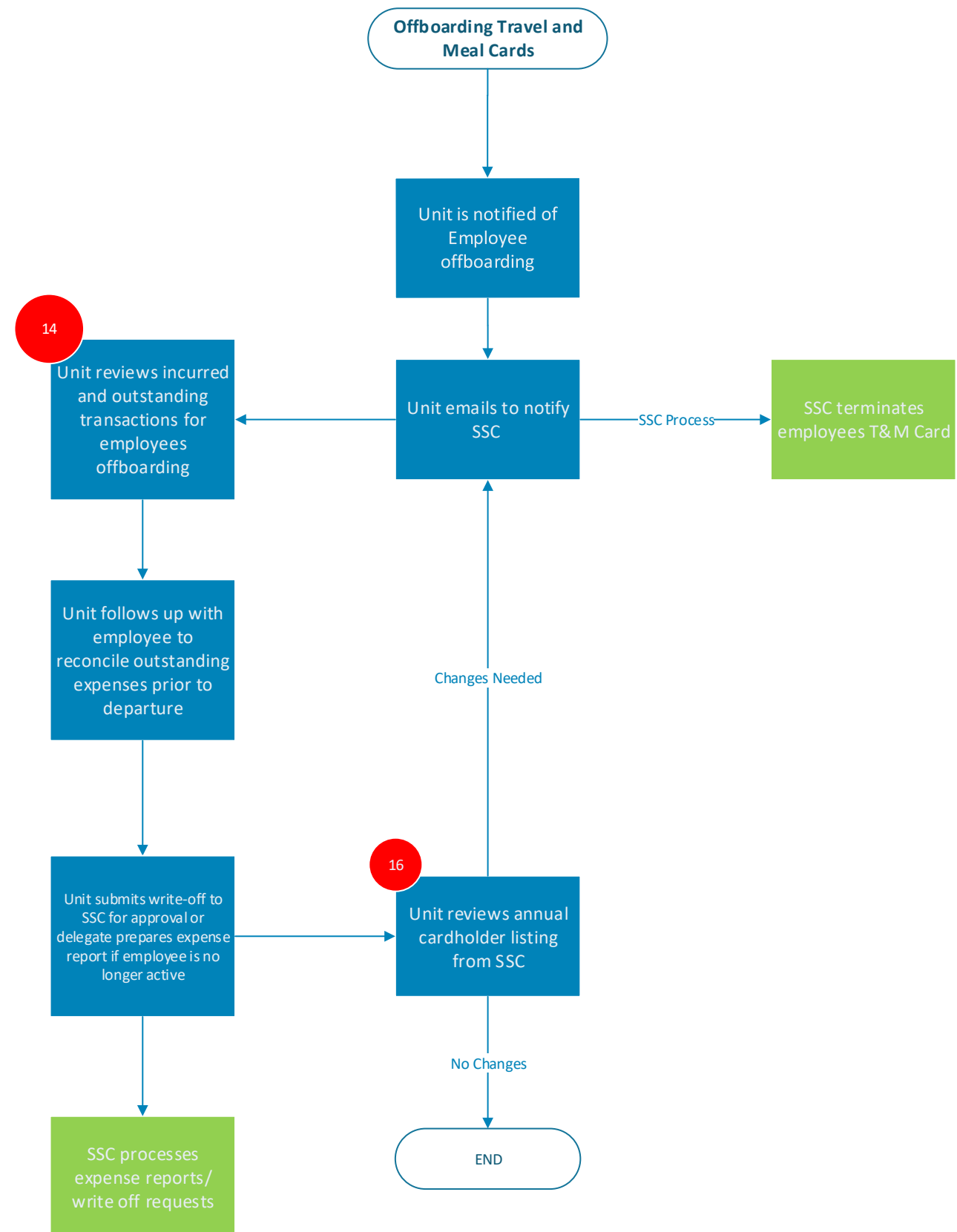
LEGEND:
 SSC Process -Green
 Unit Process/Employee- Blue
 Credit Card Programs -Orange
 MRC- Red

Travel & Meal Card Business Expense Processing



Legend:
 SSC Process -Green
 Unit Process/Employee- Blue
 MRC- Red
 Credit Card Programs-Orange

*In accordance/subject to SLA with SSC.
 **60 days timeframe remains applicable and does not reset if expense report is incomplete and is returned to the employee.



Legend:

SSC Process -Green

Unit Process/Employee- Blue

MRC- Red

*In accordance/subject to SLA with SSC