



## Weekly Update

*Week of November 29 2016*

**Subject:** Internal Order Number for Pinnacle Wildfires

**Audience:** Finance Directors and HR Directors

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Good Afternoon:

SCEIS has created **Internal Order 980000010, 2016 Pinnacle Wildfires**, to identify expenditures related to this event. Please enter this number in the "Order" field of any expenditure you incur that could be associated with the wildfires.

Thank you,  
The SCEIS Team