



Dear All,

We would like to inform you that the last day for entering the services entries (SEs) for the month of September will be on **Friday 28th September 2018 at 18:00 hrs.** You are kindly requested to create services entries for all your work completed up to that date.

In the event where by you are unable to create the service entries, then please provide us with the **VOWD** to be posted as manual accruals by filling in the attachment by **September, 30th 2018 no later than 18:00 hrs.** Kindly note, that manual accruals are secondary option in case of missed Service Entries. In your manual accruals include any work done and still pending with disputes. **No manual accruals will be considered without proper information and Back-ups.**

Please submit the **VOWD** by **September, 30th 2018** before 18:00 hrs. Kindly make sure copying your **Contract Holders** and **Finance Focal Point** as follow:


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23/9/2018

Regards

Jokha Jabaly

Senior Finance Operations (FFNO/5)

Well Engineering & Well Services

Petroleum Development Oman (PDO)