



# DOWN TO EARTH



*Newsletter of the Department of Earth Sciences, U.W.O.*

*Friday July 11, 2008*

## **Congratulations...**

to Matt Izawa on his latest awards:

Matt has been awarded the 2008 Peacock Memorial Prize by the Walker Mineralogical Club, Toronto. His application was selected from nominations submitted by universities from the Province of Ontario.

Matt has also been awarded the Gold level Jerome H. Remick Poster Award by the Geological Association of Canada as a result of his poster presentation at the GAC-MAC meeting in May entitled "Mineralization of microbial trace fossils in fresh basaltic glass, and their preservation in Archean greenstone belts" (Izawa, M.R.M., Banerjee, N.R. and Flemming, R.L.)

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## **VISA Reminders**

Please note the following important information taken from the Purchasing Post:

"The corporate Visa card can be used to purchase many items that are currently being processed on purchase orders. The Visa card is an efficient and effective way to purchase low dollar items and can save you time and money. A list of approved purchases was sent out to cardholders and reconcilers in May. Please think about using your corporate Visa card the next time you make a purchase. If you have any questions or require clarification on what is considered an "approved purchase", please contact Dave Dessureault at ext. 88117 or e-mail [ddessur@uwo.ca](mailto:ddessur@uwo.ca).

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## **Enterprise Rent-A-Car**

The Purchasing Department reminds the UWO community of the following:

You can now reserve vehicles online using the Enterprise online booking tool, charging it to your speed code. The link for this is: [www.uwo.ca/finance/travel/locveh.html](http://www.uwo.ca/finance/travel/locveh.html). Note however that you cannot use speed codes when arranging rentals at outlets outside of the southwestern Ontario area (Milton-Windsor). Rentals using outlets outside this area must be paid for using a PO, personal credit card or the corporate AMEX card. Negotiated CAUBO rates and other information regarding reservations made through Budget Rent A Car can be found at [www.caubo.ca/pr/agreements\\_car\\_rates\\_e.cfm](http://www.caubo.ca/pr/agreements_car_rates_e.cfm).

Please direct any questions to Dave Dessureault at ext. 88117 or e-mail [ddessur@uwo.ca](mailto:ddessur@uwo.ca).

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## **Change of Name and Services**

Effective June 1, 2008, Carlson Wagonlit Ruse has changed their name to "Travel by Design Ruse Travel", partners with the Advantage Travel Consortium. All locations and contact numbers remain the same.

Effective immediately, only airfare and VIA rail tickets can be purchased using a speed code through Carlson Wagonlit or Travel By Design Ruse Travel. All other types of purchases must use the corporate AMEX card, PO or personal credit card; these include RobertQ, Aboutown, Checker Limousine, Auto Europe, Rail Europe, or any types of additional insurance.

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## **Travel Claims**

When submitting on-line expenses you should print a hard copy of your claim by using the “printable view” option on your screen. This shows the expense report number for your future reference. Receipts should be attached to the expense report. All completed claims should be forwarded directly to your reviewer for the approvals first before sending to Financial Services. The Travel Office has been receiving envelopes containing expense receipts without the expense report number.



## **GGs Barbeque 2008**

**Date: Wednesday July 30, 2008**

**Time: Starting at 4.00 p.m.**

**Site: Large pavilion in Gibbon’s Park  
(west end of Regent Street)**

**-Rain or shine-**

**Invitation is to all department members (faculty,  
staff and students)**

**All you can eat for \$10 admission adults,  
\$5 children**

Please sign up on the sheet on the Outcrop door in B&G (156) or on the door of room 122, Staging, ahead of time so that enough food can be purchased; please note if you are vegetarian to ensure there is enough food appropriate for you.

You can pay admission ahead of time to any of the following persons:

Ian Foster, Deana Schwarz, Ian Power, Reba Macdonald, Sam Russell

