From: Rivera, Adrienne
To: Wood, MelanieL
Cc: Engels, Alan
Subject: FW: FOIA #EPA-R8-2017-007593 (Task Assigned)
Date: Friday, May 26, 2017 4:26:15 PM
Importance: High

Melanie –

(b) (6) [redacted] contact Alan at x6306 if you need guidance on this FOIA.

Adrienne

From: Rivera, Adrienne
Sent: Friday, May 26, 2017 8:03 AM
To: Wood, MelanieL <Wood.MelanieL@epa.gov>
Subject: FOIA #EPA-R8-2017-007593 (Task Assigned)
Importance: High

Hi Melanie –

you have been tasked on this request. There are two (2) options to search for responsive records:

1. Self-identify emails during specified dates using easily identifiable search terms & phrases like
   "American Wood Protection Association", "AWPA", "standard for treating wood with copper".
2. Request an OEI search

The process to self-identify your own emails is ***strongly recommended***, as it would be much quicker
& allow for this request to be closed sooner. According to our e-Tools expert, currently, the OEI
search process is backlogged probably a month or more.

Your Task Due Date is set for June 7th, so feel free to call should you have any questions or concerns.

Thanks,
Adrienne

Adrienne Rivera
Govt Information Specialist (OPRA, OWP, TMS)
U.S. Environmental Protection Agency, Region 8
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"Silence in the face of evil is itself evil: God will not hold us guiltless. Not to speak is to speak. Not to act is to act." – Dietrich Bonhoeffer