To: R7 Travel[R7_Travel@epa.gov]
Cc: Hooper, Charles A.[Hooper.CharlesA@epa.gov]; Algoe-Eakin, Amy[Algoe-Eakin.Amy@epa.gov]; Nicholls, Jacob[NICHOLLS.JACOB@EPA.GOV]
From: Throckmorton, Kristy
Sent: Tue 12/20/2016 3:13:53 PM
Subject: FW: Chuck Hooper-2016-12-26-Bridgeton, MO

Approved

2017 T 07LD 303DC6 07ZZQB00

Sincerely,

Kristy L. Throckmorton

Kristy L. Throckmorton

Region 7

Air and Waste Management Division (AWMD)/Immediate Office (IO)

AWMD/IO Program Analyst

11201 Renner Blvd.

Lenexa, KS 66219-9601

(913) 551-7965

From: Nicholls, Jacob
Sent: Tuesday, December 20, 2016 8:45 AM
To: Throckmorton, Kristy <Throckmorton.Kristy@epa.gov>; Bishop, Debbie <Bishop.Debbie@epa.gov>
Cc: Hooper, Charles A. <Hooper.CharlesA@epa.gov>; Algoe-Eakin, Amy <Algoe-

Eakin.Amy@epa.gov>
Subject: RE: Chuck Hooper-2016-12-26-Bridgeton, MO

Hi Kristy,

Use the following account string:

2017 T (Chuck's org code) 303DC6 07ZZQB00

Jacob B. Nicholls, CGFM

Superfund Division

U.S. EPA, Region 7

11201 Renner Boulevard

Lenexa, KS 66219

Phone: 913-551-7393

Fax: 913-551-9393

From: Throckmorton, Kristy
Sent: Tuesday, December 20, 2016 8:35 AM
To: Bishop, Debbie <Bishop.Debbie@epa.gov>; Nicholls, Jacob <NICHOLLS.JACOB@EPA.GOV>
Cc: Hooper, Charles A. <Hooper.CharlesA@epa.gov>; Algoe-Eakin, Amy <Algoe-Eakin.Amy@epa.gov>
Subject: FW: Chuck Hooper-2016-12-26-Bridgeton, MO

Hello,

Looks like Chuck is going to Bridgeton, MO for Superfund what accounting would you like me to sent to R7 Travel with his trip?

Sincerely,

Kristy L. Throckmorton

Kristy L. Throckmorton

Region 7

Air and Waste Management Division (AWMD)/Immediate Office (IO)

AWMD/IO Program Analyst

11201 Renner Blvd.

Lenexa, KS 66219-9601

(913) 551-7965

From: Algoe-Eakin, Amy
Sent: Tuesday, December 20, 2016 7:33 AM
To: Throckmorton, Kristy <Throckmorton.Kristy@epa.gov>
Cc: Hooper, Charles A. <Hooper.CharlesA@epa.gov>
Subject: FW: Chuck Hooper-2016-12-26-Bridgeton, MO

Kristy, I approve of Chuck's travel. I understand that Superfund is aware of this activity and Deb Bishop will have the funding codes for this travel.

From: no-reply@sharepointonline.com [mailto:no-reply@sharepointonline.com]
Sent: Monday, December 19, 2016 4:38 PM
To: Algoe-Eakin, Amy <Algoe-Eakin.Amy@epa.gov>
Cc: Hooper, Charles A. <Hooper.CharlesA@epa.gov>
Subject: Chuck Hooper-2016-12-26-Bridgeton, MO

[Submitted by Hooper.CharlesA@epa.gov]

SUPERVISOR - PLEASE DENOTE APPROVAL IN CONTENT OF EMAIL WHEN FORWARD ON TO BUDGET PERSON

Region 7 Travel Request Form

DRAFT - 2016

Fill out ***required fields**.

Phone/Extension*	**7271**	**Division/Branch***	**AWMD/APDB**

Name*	**Chuck Hooper**	**Official Departure Date***	12/26/2016

Trip Description*	**Technical Support for Superfund, Bridgeton Residential Dust Sampling**	**Official Return Date***	12/30/2016

Trip Purpose*	Site Travel - Travel for site-related activities under the Solid Waste Disposal Act, as amended, and under Superfund.	**Vehicle***	Government Vehicle

Temporary Duty Location (Where Work Being Performed)*

Arrival Date: 12/26/2016 Departure Date: (If different than above)

City/State*:**Bridgeton, MO**

Hotel Reservation

I Have Made/Will Make My Own Reservation

(If your hotel rate is over per diem, please attach the appropriate MEMO of APPROVAL.)

Confirmation Number:**65591179** Phone:**314-2916800**

Nightly Rate:**86.33** GSA Per Diem Rates: http://www.gsa.gov/portal/category/100120

Superfund Site Specific - (SKIP If Not Superfund Site Specific Travel)

Site Name:Pre-CERCLIS screening: Bridgeton Dust Site SITE ID:

Action Code/OU: Percent: Action Code/OU: Percent:

Comments:

Conference Code - (SKIP If No Conference Code)

Airline Information

Rental Car

Other Reservation

Comments/Instructions/Justifications (R7 co-travelers, personal travel days, itemized supplies, vehicle not listed above, crossfunding info, etc.)

Attach your miscellaneous documents, crossfunding emails, cost comparisons or justifications below.

(PDF, GIF, JPG & JPEG)

File AttachmentFile AttachmentFile Attachment

☑* - **I ACKNOWLEDGE (REQUIRED):** This travel is necessary and in the government's interest. Unexpected, yet necessary, expenses should be discussed with supervisor before purchase. Changes to approved travel for personal reasons are not reimbursable.

***Primary Approver; Alternate approver**

(Separate email addresses by semi-colon)
Send yourself a courtesy copy

(Enter your email address for a copy of your submission)

For best results type in approver(s) complete email address, then select

~~~~~~~Budget Representative Section~~~~~~~

PLEASE ADD ACCOUNTING AND CROSSFUNDING INFORMATION TO EMAIL WHEN YOU FORWARD TO R7_TRAVEL