Message

From: Packard, Elise [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=6D4AD4C6ABB24F54A2C8C16FA17BA0FD-PACKARD, EL]
Sent: 12/18/2017 4:16:35 PM
To: Showman, John [Showman.John@epa.gov]
Subject: RE: Contingency Planning - Updates/Changes to List of Excepted Personnel? Due COB Wednesday, Dec 20

How'd the call go?

Elise B. Packard
Acting Principal Deputy General Counsel
U.S. EPA Office of General Counsel, Rm. 4020
(202) 564-7729

From: Showman, John
Sent: Monday, December 18, 2017 11:13 AM
To: DAA-Career <DAACareer@epa.gov>; DRA <DRA@epa.gov>; ARA <ARA@epa.gov>; Wooden-Aguilar, Helena <Wooden-Aguilar.Helena@epa.gov>; Badalamente, Mark <Badalamente.Mark@epa.gov>; Simon, Nigel <Simon.Nigel@epa.gov>; Allen, Reginald <Allen.Reginald@epa.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Hitchens, Lynnann <hitchens.lynnann@epa.gov>; Flynn, Mike <Flynn.Mike@epa.gov>; Darwin, Henry <darwin.henry@epa.gov>
Subject: Contingency Planning - Updates/Changes to List of Excepted Personnel? Due COB Wednesday, Dec 20

I wanted to reach out and check with all offices/regions to see if you needed to make any changes to your list of excepted personnel. The government is currently funded thru Friday, December 22, 2017. Prudent management requires us to be prepared to implement our contingency plan for a shutdown should there be a lapse in funding.

I am attaching a template to use in the event you need to add or delete any individuals from your last list. **Please use this template for any changes** and make sure the EMPLID is correct as OCFO needs that information for timekeeping purposes in the event of a shutdown. **Any changes to your list of personnel should be sent to me no later than COB Wednesday, December 20, 2017.**

I will be out of the office December 19-20 but Lynnann Hitchens can be reached at 202-564-3184 if you have any questions. Thanks.

John L Showman III, Acting Deputy Assistant Administrator
Office of Administration and Resources Management
US Environmental Protection Agency
202-564-5341