Message

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Sent: 10/22/2019 6:29:47 PM
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Subject: Files for the next calendar week

Attachments: epa-r5-calendar-thru-20191011.csv; epa-r6-calendar-thru-20191011.csv; epa-r7-calendar-thru-20191012.csv; epa-r8-calendar-thru-20191011.csv; epa-r9-calendar-thru-20190927.csv; epa-r10-calendar-thru-20191016.csv; epa-r1-calendar-thru-20191011.csv; epa-r2-calendar-thru-20191011.csv; epa-r3-calendar-thru-20191011.csv; epa-r4-calendar-thru-20191011.csv; epa-ogc-calendar-thru-20190927.csv; epa-oita-calendar-thru-20191004.csv; epa-olem-calendar-thru-20191011.csv; epa-op-calendar-thru-20191011.csv; epa-ocfo-calendar-thru-20191011.csv; epa-oeca-calendar - thru - 20191011.csv; epa-associate-deputy-administrator-calendar-20190927.csv; epa-ocspp-calendar-thru-20190802.csv; epa-ow-calendar-thru-20190927.csv; epa-oar-calendar-thru-20191011.csv

Hi Senior Leader Calendar folks.

Thanks to your efforts, we have received almost all calendars that were due last week. Submitting your calendars to us on time means that we can get them QA'd and back to you sooner, so that you have more time to populate them with the next two weeks' worth of entries.

Attached are the most recent QA'd versions of the files we've received. Grab the attached QA'd version for your office or Region and ignore the rest of the attachments.

Note that you will be adding calendar entries for Tuesday, October 15th through Friday, October 25th to these files. We will send you a reminder at the beginning of the next calendar week (i.e. on Monday, October 28th). Calendars will be due by c.o.b. on Wednesday, October 30th.

Should you have any questions, please email Nancy Grantham and Cynthia (Cindy) Walke, who is taking over the calendars from Christine Dibble.

Thank you,

Cindy

Cynthia Walke
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