From:	Kercheval, Stephanie
To:	Pirzadeh, Michelle
Cc:	Cuellar-Amrod, Lara M.
Subject:	FW: Awareness Notification - R10-2019-007755, E. Hale Email
Date:	Tuesday, August 13, 2019 12:59:18 PM
Attachments:	FOIA Efficiency Memo (1).pdf Awareness Notification 8-1-19.docx image001.png

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Hello Michelle,

The FOIA Team received HQ's awareness review notice on FOIA request for Elly Hale's email. We will follow procedures set out in Ryan Jackson's November 16, 2018 memo prior to release/closure of selected requests. Also, eDiscovery services will be used to search for Outlook records.

Lara Cuellar-Amrod is the Case Manager assigned to the request and can be reached at x1094 for production status or feel free to contact me at x8665.

Stephanie Kercheval, R10 FOIA Officer
U.S. Environmental Protection Agency
Office of Regional Counsel
Air, Toxics and Information Law Branch
1200 Sixth Avenue, Suite 155, M/S 11-C07
Seattle, Washington 98101-3123
(206) 553-8665
kercheval.stephanie@epa.gov

From: Person, Linda <Person.Linda@epa.gov>
Sent: Monday, August 12, 2019 5:37 AM
To: Pirzadeh, Michelle <Pirzadeh.Michelle@epa.gov>
Cc: Kercheval, Stephanie <Kercheval.Stephanie@epa.gov>; Haas, Susan <Haas.Susan@epa.gov>; Gottesman, Larry <Gottesman.Larry@epa.gov>
Subject: Awareness Notification

(This is being sent on behalf of Larry Gottesman. Any questions concerning the Awareness Notification should be sent to Larry.)

Dear Ms. Pirzadeh:

The following FOIA requests, assigned to your office, have been selected for the Awareness Notification Process set forth in the attached Chief of Staff's Memorandum.

The FOIAonline tracking number(s) for the selected FOIA requests is/are:

OFFICE	FOIA	SUBJECT

	NUMBER	
Region 10	EPA-R10-2019-007755	Emails *sent* by Ellen ("Ely") Hale, Remedial Project Manager, that mention Jay Inslee (governor and 2020 presidential candidate) since March 1, 2019.

For these FOIA requests, please follow the procedures set out in the attached Chief of Staff's Memorandum. For steps 4 and 5, an email template is attached for your use.

Please contact me if you have any questions.

Thank you,

Larry F. Gottesman
Agency FOIA Officer
Office of General Counsel
U.S. Environmental Protection Agency

202-566-2162 (Direct line)
202-689-4588 (Mobile)
202-566-1667 (Main line)

National FOIA Office
EPA Office of General Counsel