



Department of Energy

Bonneville Power Administration
P.O. Box 3621
Portland, Oregon 97208-3621

SHARED SERVICES

April 15, 2002

In reply refer to: CHR-1

Ms. Barbara M. Canaday
14710 SE Carol Ave.
Milwaukie, OR 97267

Dear Ms. Canaday:

You submitted a request under the provisions of the Freedom of Information Act dated April 4, 2002. The request was for information in your personnel file and any other information that was used in the pending personnel action against you. A review of records was conducted to gather the requested information. There is no pending personnel action against you. However, the Employee Relations staff did have some material that we have included in response to your request. Enclosed are copies of the following records and documents:

Official Personnel Folder
Employee Performance File
Employee Relations Documents

We have not exempted any material from this disclosure. There will be no charge for the processing of this request.

Sincerely,

A handwritten signature in black ink, appearing to read "Roy P. Smithey".

Roy P. Smithey
Manager, Personnel Services

Attachments

Copy of Personnel Folder
Copy of Performance File
Copy of Employee Relations Documents

bcc:

R. Smithey – CH-1

G. Tollefson – CILR-4

J. Bennett – LC-7

C. Jacobson – LC-7

Official File – CILR (EX 13-13, 02-023)