



**TECHNOLOGY  
TRAINING  
CORPORATION**

RECEIVED BY BPA FOIA OFFICE THIS DATE: 10-15-02
DUE DATE: 11-13-02
LOG # 03-005

October 10, 2002

FOIA  
BONNEVILLE POWER ADMINISTRATION  
PO BOX 3621-CG  
PORTLAND, OR 97208

Dear FOIA Officer:

We would like you to provide us with one copy of your current organizational charts, telephone books, and any listings of key personnel by positions and/or offices so that we may update our library.

These documents are requested under the provisions of the Freedom of Information Act (5 U.S.C. 522), which requires a response within 20 working days of receipt of this letter. The documents requested should be a matter of public record and not fall under the Privacy Act. We do not desire personal information or information pertaining to "sensitive" entities as exempted by the Act.

The documents desired are the current existing publications. There should be no need to search or collect any records. Only one copy of each document is requested. If no extra copy exists, please make a photocopy. If there are any costs per copy, please advise and the payment will be forwarded. If you have any questions please feel free to call me at (310) 563-1210

Your cooperation and assistance in this matter is appreciated.

Sincerely,

Ken Hood  
Marketing Research

Please Send Information To:

Technology Training Corp  
ATTN: Ken Hood  
1960 E Grand Avenue  
12<sup>th</sup> Floor Suite 1225  
El Segundo, CA 90245



## Department of Energy

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

SHARED SERVICES

October 15, 2002

In reply refer to: CILR-4

Mr. Ken Hood  
Technology Training Corporation  
1960 E. Grand Ave., Suite 1225  
El Segundo, CA 90245-5053

Dear Mr. Hood:

Thank you for the letter of October 10 requesting documents under provisions of the Freedom of Information Act. The request arrived on October 15 and has been logged in as #03-005.

Specifically you asked for organizational charts, telephone books, and any listings of key personnel by positions and/or offices.

The BPA no longer publishes an organizational chart and listing of key personnel. We do, however, have a telephone listing.

You further ask that if there are any costs that we advise you and payment will be made.

Ms. April Toll, Support Services Specialist, has been designated as Authorizing Official for your request. Ms. Toll has 20 working days, until November 13, to provide a response. Should you have any questions she may be reached at Mail Stop CGP-B1 or by calling 503-230-7593.

Sincerely,

A handwritten signature in cursive script that reads "Gene Tollefson".

Gene Tollefson  
Freedom of Information Act Officer

bcc:

A. Toll - CGP-B1

G. Tollefson - CILR

J. Bennett - LC-7

C. Jacobson - LC-7

Official File - CILR (EX 13-13, 03-005)

GTollefson:aal:4444:10/15/02 (CILR-H:\data\FOIA\Hood 1.doc)