



Department of Energy  
Southwestern Power Administration  
One West Third Street  
Tulsa, Oklahoma 74103-3502

2010-2

December 21, 2009

*Via Federal Express*

Ms. Lynn King

Tulsa, OK 74107

Dear Lynn,

This letter is in response to your Freedom of Information Act email request dated December 16, 2009 and received the same date. In your email you requested your FY2009 performance evaluation package which includes the written narrative or justification for rating.

A copy is enclosed of your performance evaluation package.

A handwritten signature in cursive script that reads "Martha Ayers".

Martha F. Ayers  
Freedom of Information Act Officer

Enclosures



Department of Energy  
Southwestern Power Administration  
One West Third Street  
Tulsa, Oklahoma 74103-3502

March 4, 2010

*Via Federal Express*

Ms. Lynn King

Tulsa, OK 74107

RE: FOIA 2010-2 and 2010-3

Dear Lynn,

This letter is to amend the response to your Freedom of Information Act email requests dated December 16 and December 27, 2009. You received responses dated December 21, 2009 and January 20, 2010. You requested your FY2009 performance evaluation package, which includes a written narrative or justification for rating.

You were sent a copy of your performance evaluation package on December 21, 2009 which was not numbered consecutively and then a copy was sent on January 20, 2010, which was numbered consecutively. Neither package contained comments as there were none.

I received a memo from the Director of Human Resources on March 3, 2010 stating that that when she prepared the documents requested in your FOIA request she inadvertently attached the incorrect performance information on pages 7-8.

I am enclosing a complete package with the correct pages of your final performance. The only difference in the package dated January 20, 2010 and March 4, 2010 is pages 7-8, plus signature pages are added at the back of the package.

If I can of any further assistance, please do not hesitate to contact me at 918-595-6609, or [marti.ayers@swpa.gov](mailto:marti.ayers@swpa.gov).

A handwritten signature in cursive script that reads "Martha F. Ayers".

Martha F. Ayers  
Freedom of Information Act Officer

Enclosures

cc: Julia Clay  
Constituent Representative  
Office of Senator James M. Inhofe