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September 24, 2000

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OFFICE OF GENERAL COUNSEL

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Federal Emergency Management Agency
Office of the General Counsel
Sandra Jackson, Privacy Act Specialist
500 C Street, S.W.
Washington, D.C. 20472

FEDERAL EMERGENCY
MANAGEMENT AGENCY

FOIA #00-178A

Dear Ms. Jackson,

I respectfully request, under the provisions of the Freedom of Information Act, a full and complete listing of all promotions for the Preparedness, Training and Exercises Directorate for the last eight years by series, grade, gender, race and/or ethnic background, and education level.

I am willing to pay fees for this request up to a maximum of \$30. If you estimate that the fees will exceed this limit, please inform me first. Thank you for your consideration of this request.

Sincerely,

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cc: Cathy Ann Harris, Kator, Scott & Parks