

Sent March 28

At the beginning of March I took a 3 day weekend for my daughter's birthday. When I returned on the fourth I had an email from Jack letting me know that BDO (b)(6) hadn't been filling out her daily summary sheets when she worked as a BDO after her TSO NH training. I spoke with (b)(6) and told her she needed to go back and fix it. She explained that she didn't think she had to on overtime. I didn't believe this for a minute, but told her that she did and she needed to go back and fill them in. I spoke with her again the next day and she hadn't done it yet. Told her she had to do it. I gave her some time during her break from New Hire training to work on it. She told me she couldn't remember everything. I said fine do the best you can do. I knew she wasn't going to be my problem soon enough.

Last week you sent an email asking about her schedule precisely whether she worked the 5th 6th and 7th. I dbl checked the schedule and told you she hadn't. Going back over the daily summary and talking to Tony I see that she put in the daily summary that she was at the checkpoint when she didn't work that day. Obviously that's why she couldn't remember what she did and didn't have any notes, she didn't work as a BDO that afternoon and was nervous because I was so upset with her that she messed up. (b)(6) was off that day so I never even looked for a daily summary sheet for that day. Talking with Tony it sounds like you think I have gone in and falsified documents? Is this true? If so why haven't you talked to me about it? You're my SPOT Coordinator and my mentor. I really believe that we should sit down one on one and talk about this. I would like to come up to ALB next week in the morning and discuss this. I am supposed to meet with my SPOT Coordinator every week. Last year I never even spoke to the SPOT Coordinator, he never even called me on the phone to say hi and introduce himself. You told me last year when you signed (b)(6) TOP's end of the year summary that you would be my new SPOT Coordinator. We still haven't had a chance to actually have a meeting. The only time was when you had Jack, Tony, and myself go over the investigation. I know you are busy, but I am hearing that everything I am doing is wrong. I feel as my mentor you could help me out here. These are the duties I have been carrying since I've come to Stewart;

Safety Officer

Property Control Officer

Collateral Duty IT information

Computer Refresh and New ETD's

Key Inventory and Management

KRONOS Timekeeping

Facility Inspections

Exit Interviews returning badges parking passes etc..

Change 3
Spec 4

MCOP's (77 last year)

Plus training everyone here on MCOP's

Helping others with Fed Traveler

Fleet Management car inspections and Maint

Sunflower and Chase Credit Cards

Waiver for unclaimed property

Unclaimed Property storage

Combined Federal Campaign

Hazmat - Safe Harbors

Badges have been doing audits for Metal, PIV, SIDA

Making TSO schedules and Flight Schedules

PIV learning the new Light Workstation Software

MCM Housekeeping

TOPS

MCOP Audits for Ray's Timekeeping

Training my BDO's

Vipers

PSE's refreshers and SOP Test

SPOT (Share briefings

Putting in my time at the checkpoint to stay certified

I am pretty sure I haven't even listed everything, this is just off the top of my head. And now I hear you want to fire me? How can this be? I was resigned to put in paperwork for a self-demotion. My mistakes are; I hadn't audited my BDO's notebooks and Daily Briefing sheets (the first time we really even talked about them was the end of Dec or into Jan). I went to a Job Fair and there was miscommunication (I take full responsibility), on one of the daily summary sheet Jennifer wrote in a day by mistake! If you still want to move forward with a proposal for termination than yes I will ask for a self-demotion, but I am so sad and disappointed I never had a chance here! I hope it's alright that I send this to Brian also, I just

can't help but feel that maybe you both don't realize all the different hats I wear here. I love my office up here on the hill, but when you are trying to do all these different things plus running up and down the hill because files are up here and vice versa it is exhausting especially when it's cold and snowy or raining. Very rarely do I leave the office at my scheduled time, but I didn't mind because I thought I was appreciated and that everything I do here is important. Lately I go home and cry which is what I am starting to do now so I will end this email. Sorry it was so long, but this is my livelihood and I just bought a house. I hope you can find it in your hearts to give me a second chance. Sorry that's enough. Thank you for taking the time to read this you'll never know how much I appreciate it!

Sincerely,

(b)(6)

SPOT Transportation Security Manager

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