

FEDERAL BUREAU OF INVESTIGATION  
FOI/PA  
DELETED PAGE INFORMATION SHEET  
FOI/PA# 1258341-0

Total Deleted Page(s) = 1  
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FEDERAL BUREAU OF INVESTIGATION  
FOI/PA  
DELETED PAGE INFORMATION SHEET  
FOI/PA# 1205567-0

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**Subject:** RE [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA ----  
UNCLASSIFIED

**II**

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**Subject:** RE RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

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**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

DE

1





Respectfully,

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**From:** [REDACTED] (AT) (FBI)  
**Sent:** Friday, December 07, 2012 2:11 PM  
**To:** [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)  
(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED]  
(AT) (FBI)

Classification: UNCLASSIFIED

**6**

Final confirmation and how-to for the drop off on Thursday.

Is available that morning.

3



[redacted] (AT)(FBI)

From: [redacted] (AT)(FBI)  
Sent: Monday, December 10, 2012 1:02 PM  
To: [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
Subject: RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA ---  
UNCLASSIFIED

Classification: UNCLASSIFIED

b6

Anytime works for me.

Respectfully,

[redacted]  
Administrative Specialist - Management Analysis  
Atlanta Field Office



"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

From: [redacted] (AT) (FBI)  
Sent: Monday, December 10, 2012 11:32 AM  
To: [redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
Subject: RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

I'm around in the am - does 9 am work for everyone to meet?

From: [redacted]

To: [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI)

[illegible]

b6

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To: [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);

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Committee once [redacted] gets a time for that, then we'll set up a time to meet over there. Also, those committee members who are available Wednesday morning we'll need to try and meet for about .30 minutes at the main building to get additional leads to handle regarding purchasing the food and etc. Thanks everyone for your assistance and I'm sure [redacted] will be pleased.

Administrative Specialist - Management Analysis  
Atlanta Field Office

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

**From:** [REDACTED] (AT) (FBI)  
**Sent:** Friday, December 07, 2012 2:11 PM  
**To:** [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED]  
[REDACTED] (AT) (FBI)  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

Thanks for keeping us organized on this

I will probably need help to take them off the elevator and to set them up if anyone is available that morning.

The Hold Harmless Agreement needed by Highwoods for us to use the space is before The SAC for a second time as they changed the signature line. We will have this at Highwoods on Monday am.

The PowerPoint presentation is almost done and will be ready.

I have the following who will say a few words:

with SWAT plaque presentation

[redacted] - US Attorney's office

[redacted] - very few words...

SAC - presentation of creds

Is there anyone else we know of who will say a few words [redacted] Family?

Let me know and I will put them ion the agenda.

I will have a draft of the agenda on Monday [redacted]

We'll go over it then.

Thanks much.

[redacted]

b6

**From:** [redacted] (AT)(FBI)

**Sent:** Friday, December 07, 2012 12:26 PM

**To:** [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);

[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);

[redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted]

[redacted] (AT) (FBI)

**Subject:** RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

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Good morning Committee,

I wanted to first thank each of you for your hard work and dedication to making sure [redacted] event is "AWESOME". I wanted to touch base with each of you to see how you're coming along with handling your assignments (previous email notes below). Please provide me with an update as soon as time permits. Also [redacted] can you please handle making place cards for the head table? Currently the names are as follows:

[redacted]

SAC Mark Giulano

ASAC Angela Tobon

[redacted]

There are two or three additional names, but I'll provide them to you upon [redacted] return in the office on Monday.

*Respectfully,*

[redacted]

*Administrative Specialist - Management Analysis*

Atlanta Field Office

<< OLE Object: Picture (Device Independent Bitmap) >>

"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

From: [redacted] (AT)(FBI)  
 Sent: Wednesday, November 28, 2012 12:04 PM  
 To: [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
 [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
 Cc: [redacted] (AT) (FBI)  
 Subject: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

Good afternoon,

SA [redacted] provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

1. Create an RSVP list (for formal invitations to be mailed too.) -- [redacted]  
 (provide to [redacted])
2. Create retirement program - [redacted]
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [redacted] (forward to [redacted])
4. Obtain some photos of your nieces & etc. - [redacted] (forward to [redacted])  
 [redacted]
5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [redacted]
6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career. - [redacted]

7. Request your supervisor's throughout your bureau career to write a letter congratulating you on your retirement - [redacted]
8. Request ASAC Criminal write a retirement congratulation letter [redacted]
9. Request SAC write a retirement congratulation letter. [redacted]
10. Ask [redacted] to photograph the event. (Dec. 13, 2012 @ 1:30 p.m. - 4:30 p.m.) - [redacted]
11. Obtain podium w/seal to transport to seventh floor [redacted]
12. Obtain four easels from supply, and photo lab make posters: [redacted] (Get with me regarding the poster information)
13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from Party City: [redacted] Obtain funds from money collected: keep receipt)
14. Purchase food from Sam's for event on Wednesday at 12noon - committee members (will provide list)
15. Wrap fork in napkin with red tie and place one at each table setting: [redacted]
16. Handle posters: [redacted]

**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

**Day of the event:** The following individuals please handle food prep and set up as noted below:

Drink Stations: Punch/Coffee/Water/Ice - [redacted]  
 Vegetable Platters/Cheese Platters: [redacted]  
 Fruit Platters/Pasta Salad: [redacted]  
 Deserts/Rolls: [redacted]  
 Swedish meatballs/Chicken: [redacted]  
 Pigs-n-a-blanket: [redacted]

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext. [redacted]

*Respectfully,*



*Administrative Specialist - Management Analysis  
Atlanta Field Office*



<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

(AT)(FBI)

**From:** [REDACTED] (AT) (FBI)  
**Sent:** Monday, December 10, 2012 12:11 PM  
**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI)  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

b6

I have a meeting at the USAO at 10:00 a.m. on Wednesday

**From:** [REDACTED] (AT) (FBI)  
**Sent:** Monday, December 10, 2012 11:36 AM  
**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

9am works for me!

b6

**From:** [REDACTED] (AT) (FBI)  
**Sent:** Monday, December 10, 2012 11:32 AM  
**To:** [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)  
(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI);  
[REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED]  
SHIRLEY (AT) (FBI)  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

I'm around in the am – does 9 am work for everyone to meet?



Committee once [ ] gets a time for that, then we'll set up a time to meet over there. Also, those committee members who are available Wednesday morning we'll need to try and meet for about .30 minutes at the main building to get additional leads to handle regarding purchasing the food and etc. Thanks everyone for your assistance and I'm sure [ ] will be pleased.

Respectfully,

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

**From:** [REDACTED] (AT) (FBI)  
**Sent:** Friday, December 07, 2012 2:11 PM  
**To:** [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

Thanks for keeping us organized on this

So far the tables are ordered and I will touch base with them on Monday to get a Final confirmation and how-to for the drop off on Thursday.  
I will probably need help to take them off the elevator and to set them up if anyone Is available that morning.

The Hold Harmless Agreement needed by Highwoods for us to use the space is before The SAC for a second time as they changed the signature line. We will have this at Highwoods on Monday am.

The PowerPoint presentation is almost done and will be ready.

I have the following who will say a few words:



[redacted] with SWAT plaque presentation

[redacted] - US Attorney's office

[redacted] - very few words...

SAC - presentation of creds

Is there anyone else we know of who will say a few words [redacted] Family?

Let me know and I will put them ion the agenda.

I will have a draft of the agenda on Monday [redacted]

We'll go over it then.

b6

Thanks much.

[redacted]

**From:** [redacted] (AT)(FBI)

**Sent:** Friday, December 07, 2012 12:26 PM

**To:** [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI)

**Subject:** RE [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

Good morning Committee,

I wanted to first thank each of you for your hard work and dedication to making sure [redacted] event is "AWESOME". I wanted to touch base with each of you to see how you're coming along with handling your assignments (previous email notes below). Please provide me with an update as soon as time permits. Also [redacted] can you please handle making place cards for the head table? Currently the names are as follows:

[redacted]  
SAC Mark Giulano  
ASAC Angela Tobon

There are two or three additional names, but I'll provide them to you upon [redacted] return in the office on Monday.

*Respectfully,*

[REDACTED]  
 Administrative Specialist - Management Analysis  
 Atlanta Field Office

<< OLE Object: Picture (Device Independent Bitmap) >>

"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

From: [REDACTED] (AT)(FBI)  
 Sent: Wednesday, November 28, 2012 12:04 PM  
 To: [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI);  
 [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI)  
 Cc: [REDACTED] (AT) (FBI)  
 Subject: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

=====

Good afternoon,

SA [REDACTED] provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

1. Create an RSVP list (for formal invitations to be mailed too.) -- [REDACTED]  
 (provide to [REDACTED])
2. Create retirement program - [REDACTED]
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [REDACTED] (forward to [REDACTED])
4. Obtain some photos of your nieces & etc. - [REDACTED] (forward to [REDACTED])  
 [REDACTED]
5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [REDACTED]

6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career. - [redacted]

7. Request your supervisor's throughout your bureau career to write a letter congratulating you on your retirement - [redacted]

8. Request ASAC Criminal write a retirement congratulation letter - [redacted]

9. Request SAC write a retirement congratulation letter. - [redacted]

10. Ask [redacted] to photograph the event. (Dec. 13, 2012 @ 1:30 p.m. - 4:30 p.m.) - [redacted]

11. Obtain podium w/seal to transport to seventh floor - [redacted]

12: Obtain four easels from supply, and photo lab make posters: [redacted] (Get with me regarding the poster information)

13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from Party City: [redacted] (Obtain funds from money collected: keep receipt)

14. Purchase food from Sam's for event on Wednesday at 12noon - committee members (will provide list)

15. Wrap fork in napkin with red tie and place one at each table setting: [redacted]

16. Handle posters: [redacted]

**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

**Day of the event:** The following individuals please handle food prep and set up as noted below:

Drink Stations: Punch/Coffee/Water/Ice - [redacted]

Vegetable Platters/Cheese Platters: [redacted]

Fruit Platters/Pasta Salad: [redacted]


Deserts/Rolls: [redacted]

Swedish meatballs/Chicken: [redacted]

Pigs-n-a-blanket: [redacted]

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext. [redacted]

Respectfully,

  
Administrative Specialist - Management Analysis  
Atlanta Field Office

  
<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

Classification: UNCLASSIFIED

Atlanta Division

Classification: UNCLASSIFIED  
===== b6

I'm around in the am – does 9 am work for everyone to meet?

Classification: UNCLASSIFIED

--

Respectfully,

b6

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Classification: UNCLASSIFIED

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Committee once [ ] gets a time for that, then we'll set up a time to meet over there. Also, those committee members who are available Wednesday morning we'll need to try and meet for about .30 minutes at the main building to get additional leads to handle regarding purchasing the food and etc. Thanks everyone for your assistance and I'm sure [ ] will be pleased.

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*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

Classification: UNCLASSIFIED

I will have a draft of the agenda on Monday

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Thanks much.

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**Sent:** Friday, December 07, 2012 12:26 PM  
**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

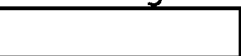
Classification: UNCLASSIFIED  
 =====

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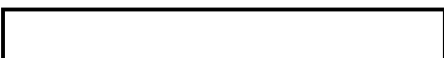


SAC Mark Giulano  
 ASAC Angela Tobon



There are two or three additional names, but I'll provide them to you upon [REDACTED] return in the office on Monday.

*Respectfully,*



*Administrative Specialist - Management Analysis  
 Atlanta Field Office*



<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*



**From:** [redacted] (AT)(FBI)  
**Sent:** Wednesday, November 28, 2012 12:04 PM  
**To:** [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI)  
**Cc:** [redacted] (AT) (FBI)  
**Subject:** [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

=====

Good afternoon,

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(provide to [redacted])
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4. Obtain some photos of your nieces & etc. - [redacted] (forward to [redacted])  
[redacted]
5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [redacted]
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7. Request your supervisor's throughout your bureau career to write a letter congratulating you on your retirement - [redacted]
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9. Request SAC write a retirement congratulation letter. - [redacted]
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[redacted]
11. Obtain podium w/seal to transport to seventh floor - [redacted]

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13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from Party City: [ ] (Obtain funds from money collected: keep receipt)

14. Purchase food from Sam's for event on Wednesday at 12noon - committee members (will provide list)

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[ ]

16. Handle posters: [ ]

**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

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Drink Stations: Punch/Coffee/Water/Ice - [ ]

Vegetable Platters/Cheese Platters: [ ]

Fruit Platters/Pasta Salad: [ ]

Deserts/Rolls: [ ]

Swedish meatballs/Chicken: [ ]

Pigs-n-a-blanket: [ ]

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext. [ ]

*Respectfully,*

[ ]

*Administrative Specialist - Management Analysis  
Atlanta Field Office*

[ ]

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

**From:** [REDACTED] (AT) (FBI)  
**Sent:** Monday, December 10, 2012 11:32 AM  
**To:** [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT)(FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI)  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
=====

I'm around in the am – does 9 am work for everyone to meet?

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Monday, December 10, 2012 8:48 AM  
**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI);  
[REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED]  
[REDACTED] (AT) (FBI)  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

b6

Classification: UNCLASSIFIED  
=====

Good morning

Can you please provide the committee with an attendance count? So we can get an ideal as to if we have reached 100 attendees regarding the budget. Thanks.

Respectfully,

*Administrative Specialist - Management Analysis*  
*Atlanta Field Office*

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Monday, December 10, 2012 8:36 AM  
**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);

[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI)

**Subject:** RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED  
**Importance:** High

Classification: UNCLASSIFIED

=====

b6

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[redacted] can you check with [redacted] at Highwoods to see what time we can access the room for the table delivery, and to decorate on Wednesday. Afterwards can you contact the table company and let them know what time they can deliver the tables/chairs or have them call your cell phone when they're in route.

Committee once [redacted] gets a time for that, then we'll set up a time to meet over there. Also, those committee members who are available Wednesday morning we'll need to try and meet for about .30 minutes at the main building to get additional leads to handle regarding purchasing the food and etc. Thanks everyone for your assistance and I'm sure [redacted] will be pleased.

Respectfully,

[redacted]

Administrative Specialist - Management Analysis  
Atlanta Field Office

[redacted]

<< OLE Object: Picture (Device Independent Bitmap) >>

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**From:** [redacted] (AT) (FBI)

**Sent:** Friday, December 07, 2012 2:11 PM

**To:** [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
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Classification: UNCLASSIFIED

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b6

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To: [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);

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[redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI); [redacted] (AT) (FBI);

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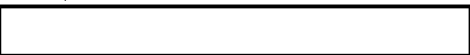


SAC Mark Giulano  
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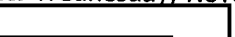




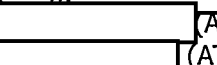
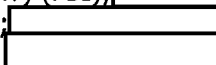
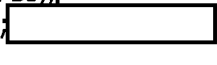
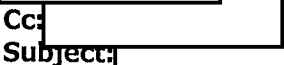

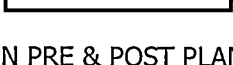
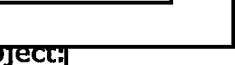

*Administrative Specialist - Management Analysis  
Atlanta Field Office*



b6

<< OLE Object: Picture (Device Independent Bitmap) >>


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 (AT)(FBI);  (AT) (FBI);  (AT)(FBI)  
**Cc:**  (AT) (FBI)  
**Subject:**  RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

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4. Obtain some photos of your nieces & etc. - [redacted] (forward to [redacted])
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*Respectfully,*

[redacted]  
*Administrative Specialist - Management Analysis*  
*Atlanta Field Office*



<< OLE Object: Picture (Device Independent Bitmap) >>

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

[redacted] (AT)(FBI)

**From:** [redacted] (AT)(FBI)  
**Sent:** Monday, December 10, 2012 10:47 AM  
**To:** [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
**Subject:** RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

b6

Classification: UNCLASSIFIED

Thanks [redacted] I appreciate you letting us know. Really wouldn't want her to show up with her name spelled wrong on the place card. ☺

Respectfully,

[redacted]  
Administrative Specialist - Management Analysis  
Atlanta Field Office



"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

**From:** [redacted] (AT) (FBI)  
**Sent:** Monday, December 10, 2012 9:16 AM  
**To:** [redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
**Subject:** RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

[redacted] actually spells her name this way, not [redacted]

From: [redacted] (AT)(FBI)  
Sent: Friday, December 07, 2012 12:26 PM  
To: [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI)  
Subject: RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

Good morning Committee,

I wanted to first thank each of you for your hard work and dedication to making sure [redacted] event is "AWESOME". I wanted to touch base with each of you to see how you're coming along with handling your assignments (previous email notes below). Please provide me with an update as soon as time permits. Also [redacted] can you please handle making place cards for the head table? Currently the names are as follows:

b6

[redacted]  
SAC Mark Giulano  
ASAC Angela Tobon  
[redacted]

There are two or three additional names, but I'll provide them to you upon [redacted] return in the office on Monday.

Respectfully,

[redacted]  
Administrative Specialist - Management Analysis  
Atlanta Field Office

<< OLE Object: Picture (Device Independent Bitmap) >>

"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

From: [redacted]  
Sent: Wednesday, November 28, 2012 12:04 PM  
To: [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);

[redacted] (AT)(FBI) [redacted] (AT) (FBI) [redacted] (AT)(FBI)

Cc: [redacted] (AT) (FBI)

Subject: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

=====

b6

Good afternoon,

SA [redacted] provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

1. Create an RSVP list (for formal invitations to be mailed too.) -- [redacted]  
(provide to [redacted])
2. Create retirement program - [redacted]
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [redacted] (forward to [redacted])
4. Obtain some photos of your nieces & etc. - [redacted] (forward to [redacted])  
[redacted]
5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [redacted]
6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career. - [redacted]
7. Request your supervisor's throughout your bureau career to write a letter congratulating you on your retirement - [redacted]
8. Request ASAC Criminal write a retirement congratulation letter - [redacted]
9. Request SAC write a retirement congratulation letter. - [redacted]
10. Ask [redacted] to photograph the event. (Dec. 13, 2012 @ 1:30 p.m. - 4:30 p.m.) - [redacted]  
[redacted]
11. Obtain podium w/seal to transport to seventh floor - [redacted]
- 12: Obtain four easels from supply, and photo lab make posters: [redacted] (Get with me regarding the poster information)

13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from Party City:  (Obtain funds from money collected: keep receipt)

14. Purchase food from Sam's for event on Wednesday at 12noon - committee members (will provide list)

15. Wrap fork in nankin with red tie and place one at each table setting:

16. Handle posters:

**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

**Day of the event:** The following individuals please handle food prep and set up as noted below:

Drink Stations: Punch/Coffee/Water/Ice -

Vegetable Platters/Cheese Platters:

Fruit Platters/Pasta Salad:

Deserts/Rolls:

Swedish meatballs/Chicken:

Pigs-n-a-blanket:

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext.

*Respectfully,*

Administrative Specialist - Management Analysis  
Atlanta Field Office

<< OLE Object: Picture (Device Independent Bitmap) >>

"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

**From:** [REDACTED] (AT) (FBI)  
**Sent:** Monday, December 10, 2012 9:39 AM  
**To:** [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI);  
 [REDACTED] (AT)(FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT)(FBI);  
 [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI);  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

I have 13 attendees on my list of RSVPs.

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Monday, December 10, 2012 8:48 AM  
**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI);  
 [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

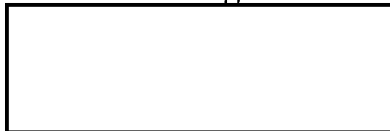
Classification: UNCLASSIFIED  
 =====

Good morning [REDACTED]

Can you please provide the committee with an attendance count? So we can get an ideal as to if we have reached 100 attendees regarding the budget. Thanks.

Respectfully,

[REDACTED]  
 Administrative Specialist - Management Analysis  
 Atlanta Field Office



<< OLE Object: Picture (Device Independent Bitmap) >>

"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Monday, December 10, 2012 8:36 AM  
**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI);

[redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI)

**Subject:** RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED  
**Importance:** High

Classification: UNCLASSIFIED

b6

Good morning Committee,

When I made the arrangements with the table/chair company they have agreed to come and set the tables up for us on Wednesday on the seventh floor. We'll need individuals to help us set up the decorations and etc. Also, [redacted] can you please check and see if we can bring the podium over on Wednesday.

[redacted] can you check with [redacted] at Highwoods to see what time we can access the room for the table delivery, and to decorate on Wednesday. Afterwards can you contact the table company and let them know what time they can deliver the tables/chairs or have them call your cell phone when they're in route.

Committee once [redacted] gets a time for that, then we'll set up a time to meet over there. Also, those committee members who are available Wednesday morning we'll need to try and meet for about .30 minutes at the main building to get additional leads to handle regarding purchasing the food and etc. Thanks everyone for your assistance and I'm sure [redacted] will be pleased.

*Respectfully,*

[redacted]  
*Administrative Specialist - Management Analysis  
Atlanta Field Office*

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

**From:** [redacted] (AT) (FBI)  
**Sent:** Friday, December 07, 2012 2:11 PM  
**To:** [redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT)  
(FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI);  
[redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI)  
**Subject:** RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED



1. Create an RSVP list (for formal invitations to be mailed too.) -- [redacted]  
(provide to [redacted])
2. Create retirement program - [redacted]
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [redacted] (forward to [redacted])
4. Obtain some photos of your nieces & etc. - [redacted] (forward to [redacted])  
[redacted]
5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [redacted]
6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career. - [redacted]
7. Request your supervisor's throughout your bureau career to write a letter congratulating you on your retirement - [redacted]
8. Request ASAC Criminal write a retirement congratulation letter - [redacted]
9. Request SAC write a retirement congratulation letter. - [redacted]
10. Ask [redacted] to photograph the event. (Dec. 13, 2012 @ 1:30 p.m. - 4:30 p.m.) - [redacted]  
[redacted]
11. Obtain podium w/seal to transport to seventh floor - [redacted]
- 12: Obtain four easels from supply, and photo lab make posters [redacted] (Get with me regarding the poster information)
13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from Party City: [redacted] (Obtain funds from money collected: keep receipt)
14. Purchase food from Sam's for event on Wednesday at 12noon - committee members (will provide list)
15. Wrap fork in napkin with red tie and place one at each table setting: [redacted]  
[redacted]
16. Handle posters: [redacted]

**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

**Day of the event:** The following individuals please handle food prep and set up as noted below:

Drink Stations: Punch/Coffee/Water/Ice - [redacted]

b6

b6



*Administrative Specialist - Management Analysis  
Atlanta Field Office*



<< OLE Object: Picture (Device Independent Bitmap) >>

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

[illegible]

actually spells her name this way, not

Classification: UNCLASSIFIED

1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	2050	2051	2052	2053	2054	2055	2056	2057	2058	2059	2060	2061	2062	2063	2064	2065	2066	2067	2068	2069	2070	2071	2072	2073	2074	2075	2076	2077	2078	2079	2080	2081	2082	2083	2084	2085	2086	2087	2088	2089	2090	2091	2092	2093	2094	2095	2096	2097	2098	2099	2100	2101	2102	2103	2104	2105	2106	2107	2108	2109	2110	2111	2112	2113	2114	2115	2116	2117	2118	2119	2120	2121	2122	2123	2124	2125	2126	2127	2128	2129	2130	2131	2132	2133	2134	2135	2136	2137	2138	2139	2140	2141	2142	2143	2144	2145	2146	2147	2148	2149	2150	2151	2152	2153	2154	2155	2156	2157	2158	2159	2160	2161	2162	2163	2164	2165	2166	2167	2168	2169	2170	2171	2172	2173	2174	2175	2176	2177	2178	2179	2180	2181	2182	2183	2184	2185	2186	2187	2188	2189	2190	2191	2192	2193	2194	2195	2196	2197	2198	2199	2200	2201	2202	2203	2204	2205	2206	2207	2208	2209	2210	2211	2212	2213	2214	2215	2216	2217	2218	2219	2220	2221	2222	2223	2224	2225	2226	2227	2228	2229	2230	2231	2232	2233	2234	2235	2236	2237	2238	2239	2240	2241	2242	2243	2244	2245	2246	2247	2248	2249	2250	2251	2252	2253	2254	2255	2256	2257	2258	2259	2260	2261	2262	2263	2264	2265	2266	2267	2268	2269	2270	2271	2272	2273	2274	2275	2276	2277	2278	2279	2280	2281	2282	2283	2284	2285	2286	2287	2288	2289	2290	2291	2292	2293	2294	2295	2296	2297	2298	2299	2300	2301	2302	2303	2304	2305	2306	2307	2308	2309	2310	2311	2312	2313	2314	2315	2316	2317	2318	2319	2320	2321	2322	2323	2324	2325	2326	2327	2328	2329	2330	2331	2332	2333	2334	2335	2336	2337	2338	2339	2340	2341	2342	2343	2344	2345	2346	2347	2348	2349	2350	2351	2352	2353	2354	2355	2356	2357	2358	2359	2360	2361	2362	2363	2364	2365	2366	2367	2368	2369	2370	2371	2372	2373	2374	2375	2376	2377	2378	2379	2380	2381	2382	2383	2384	2385	2386	2387	2388	2389	2390	2391	2392	2393	2394	2395	2396	2397	2398	2399	2400	2401	2402	2403	2404	2405	2406	2407	2408	2409	2410	2411	2412	2413	2414	2415	2416	2417	2418	2419	2420	2421	2422	2423	2424	2425	2426	2427	2428	2429	2430	2431	2432	2433	2434	2435	2436	2437	2438	2439	2440	2441	2442	2443	2444	2445	2446	2447	2448	2449	2450	2451	2452
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I wanted to first thank each of you for your hard work and dedication to making sure [REDACTED] event is "AWESOME". I wanted to touch base with each of you to see how you're coming along with handling your assignments (previous email notes below). Please provide me with an update as soon as time permits. Also [REDACTED] can you please handle making place cards for the head table? Currently the names are as follows:

--

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Respectfully,

[REDACTED]  
 Administrative Specialist - Management Analysis  
 Atlanta Field Office

<< OLE Object: Picture (Device Independent Bitmap) >>

"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

From: [REDACTED] (AT)(FBI)  
 Sent: Wednesday, November 28, 2012 12:04 PM  
 To: [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI)  
 Cc: [REDACTED]  
 Subject: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

=====

Good afternoon,

SA [REDACTED] provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

1. Create an RSVP list (for formal invitations to be mailed too.) -- [REDACTED]  
 (provide to [REDACTED])
2. Create retirement program - [REDACTED]
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [REDACTED] (forward to [REDACTED])
4. Obtain some photos of your nieces & etc. - [REDACTED] (forward to [REDACTED])  
 [REDACTED]
5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [REDACTED]

Respectfully,

[Redacted]

Administrative Specialist - Management Analysis  
Atlanta Field Office

[Redacted]

b6

<< OLE Object: Picture (Device Independent Bitmap) >>

"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

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Respectfully,

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*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

Classification: UNCLASSIFIED

Good morning Committee,

• [ ] can you check with [ ] at Highwoods to see what time we can access the room for the table delivery, and to decorate on Wednesday. Afterwards can you contact the table company and let them know what time they can deliver the tables/chairs or have them call your cell phone when they're in route.

Committee once [ ] gets a time for that, then we'll set up a time to meet over there. Also, those committee members who are available Wednesday morning we'll need to try and meet for about .30 minutes at the main building to get additional leads to handle regarding purchasing the food and etc. Thanks everyone for your assistance and I'm sure [ ] will be pleased.

Respectfully,

*Administrative Specialist - Management Analysis*  
*Atlanta Field Office*

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

**From:** [REDACTED] (AT) (FBI)  
**Sent:** Friday, December 07, 2012 2:11 PM  
**To:** [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)  
(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI);  
[REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED]  
(AT) (FBI)  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

Thanks for keeping us organized on this

So far the tables are ordered and I will touch base with them on Monday to get a

### Final confirmation and how-to for the drop off on Thursday.

I will probably need help to take them off the elevator and to set them up if anyone is available that morning.

The Hold Harmless Agreement needed by Highwoods for us to use the space is before



The SAC for a second time as they changed the signature line. We will have this at Highwoods on Monday am.

The PowerPoint presentation is almost done and will be ready.

I have the following who will say a few words:

[redacted] with SWAT plaque presentation

[redacted] - US Attorney's office

[redacted] - very few words...

SAC - presentation of creds

Is there anyone else we know of who will say a few words? [redacted] Family?

Let me know and I will put them on the agenda.

I will have a draft of the agenda on Monday [redacted]

We'll go over it then.

Thanks much.

[redacted]

**From:** [redacted] (AT)(FBI)

**Sent:** Friday, December 07, 2012 12:26 PM

**To:** [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);

[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);

[redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted]

[redacted] (AT) (FBI)

**Subject:** RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

=====

Good morning Committee,

I wanted to first thank each of you for your hard work and dedication to making sure [redacted] event is "AWESOME". I wanted to touch base with each of you to see how you're coming along with handling your assignments (previous email notes below). Please provide me with an update as soon as time permits. Also, [redacted] can you please handle making place cards for the head table? Currently the names are as follows:

[redacted]

SAC Mark Giulano

ASAC Angela Tobon

[redacted]

There are two or three additional names, but I'll provide them to you upon [ ] return in the office on Monday.

Respectfully,

[ ]

Administrative Specialist - Management Analysis  
Atlanta Field Office

[ ]

<< OLE Object: Picture (Device Independent Bitmap) >>

"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

From: [ ] (AT)(FBI)  
Sent: Wednesday, November 28, 2012 12:04 PM  
To: [ ] (AT) (FBI); [ ] (AT) (FBI); [ ] (AT) (FBI); [ ] (AT) (FBI);  
[ ] (AT) (FBI); [ ] (AT) (FBI); [ ] (AT) (FBI); [ ] (AT) (FBI);  
[ ] (AT) (FBI); [ ] (AT) (FBI); [ ] (AT) (FBI);  
Cc: [ ] (AT) (FBI)  
Subject: [ ] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

Good afternoon,

SA [ ] provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

1. Create an RSVP list (for formal invitations to be mailed too.) -- [ ]  
(provide to [ ])
2. Create retirement program - [ ]
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [ ] (forward to [ ])

4. Obtain some photos of your nieces & etc. - [ ] (forward to [ ] [ ])
5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [ ]
6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career. - [ ]
7. Request your supervisor's throughout your bureau career to write a letter congratulating you on your retirement - [ ]
8. Request ASAC Criminal write a retirement congratulation letter - [ ]
9. Request SAC write a retirement congratulation letter. - [ ]
10. Ask [ ] to photograph the event. (Dec. 13, 2012 @ 1:30 p.m. - 4:30 p.m.) - [ ]
11. Obtain podium w/seal to transport to seventh floor - [ ]
- 12: Obtain four easels from supply, and photo lab make posters: [ ] (Get with me regarding the poster information)
13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from Party City: [ ] (Obtain funds from money collected: keep receipt)
14. Purchase food from Sam's for event on Wednesday at 12noon - committee members (will provide list)
15. Wrap fork in napkin with red tie and place one at each table setting: [ ]
16. Handle posters: [ ]

**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

**Day of the event:** The following individuals please handle food prep and set up as noted below:

Drink Stations: Punch/Coffee/Water/Ice - [ ]

Vegetable Platters/Cheese Platters: [ ]

Fruit Platters/Pasta Salad: [ ]

Deserts/Rolls: [ ]

Swedish meatballs/Chicken: [ ]

Pigs-n-a-blanket:

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext.

*Respectfully,*

*Administrative Specialist - Management Analysis  
Atlanta Field Office*

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED



[redacted] (AT)(FBI) [redacted] (AT) (FBI) [redacted] (AT)(FBI) [redacted] (AT) (FBI) [redacted] (AT) (FBI)

**Subject:** RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

b6

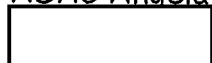
Classification: UNCLASSIFIED

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SAC Mark Giulano  
ASAC Angela Tobon



There are two or three additional names, but I'll provide them to you upon [redacted] return in the office on Monday.

*Respectfully,*



*Administrative Specialist - Management Analysis  
Atlanta Field Office*



<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

**From:** [redacted] (AT)(FBI)

**Sent:** Wednesday, November 28, 2012 12:04 PM

**To:** [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);

[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);

**Cc:** [redacted] (AT) (FBI)

**Subject:** [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

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Good afternoon,

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(provide to [ ])
2. Create retirement program - [ ]
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [ ] (forward to [ ])
4. Obtain some photos of your nieces & etc. - [ ] (forward to [ ]  
[ ])
5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [ ]
6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career. - [ ]
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14. Purchase food from Sam's for event on Wednesday at 12noon - committee members (will provide list)

15. Wrap fork in napkin with red tie and place one at each table setting:

16. Handle posters:

**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

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Drink Stations: Punch/Coffee/Water/Ice -

Vegetable Platters/Cheese Platters:

Fruit Platters/Pasta Salad:

Deserts/Rolls:

Swedish meatballs/Chicken:

Pigs-n-a-blanket:

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext.

*Respectfully,*

Administrative Specialist - Management Analysis  
Atlanta Field Office

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED



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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

From: [REDACTED] (AT)(FBI)  
 Sent: Monday, December 10, 2012 8:36 AM  
 To: [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI)  
 Subject: RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA ---  
 UNCLASSIFIED  
 Importance: High

Classification: UNCLASSIFIED  
 =====

Good morning Committee,

When I made the arrangements with the table/chair company they have agreed to come and set the tables up for us on Wednesday on the seventh floor. We'll need individuals to help us set up the decorations and etc. Also [REDACTED] can you please check and see if we can bring the podium over on Wednesday.

[REDACTED] can you check with [REDACTED] at Highwoods to see what time we can access the room for the table delivery, and to decorate on Wednesday. Afterwards can you contact the table company and let them know what time they can deliver the tables/chairs or have them call your cell phone when they're in route.

Committee once [REDACTED] gets a time for that, then we'll set up a time to meet over there. Also, those committee members who are available Wednesday morning we'll need to try and meet for about .30 minutes at the main building to get additional leads to handle regarding purchasing the food and etc. Thanks everyone for your assistance and I'm sure [REDACTED] will be pleased.

Respectfully,

[REDACTED]  
 Administrative Specialist - Management Analysis  
 Atlanta Field Office



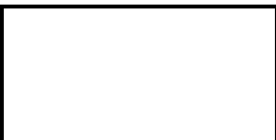


Classification: UNCLASSIFIED

=====

Good morning Committee,

I wanted to first thank each of you for your hard work and dedication to making sure [REDACTED] event is "AWESOME". I wanted to touch base with each of you to see how you're coming along with handling your assignments (previous email notes below). Please provide me with an update as soon as time permits. Also, [REDACTED] can you please handle making place cards for the head table? Currently the names are as follows:

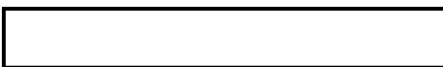


SAC Mark Giulano  
ASAC Angela Tobon



There are two or three additional names, but I'll provide them to you upon [REDACTED] return in the office on Monday.

Respectfully,



Administrative Specialist - Management Analysis  
Atlanta Field Office



<< OLE Object: Picture (Device Independent Bitmap) >>

"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

From: [REDACTED] (AT) (FBI)

Sent: Wednesday, November 28, 2012 12:04 PM

To: [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);

[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);

Cc: [REDACTED] (AT) (FBI)

Subject: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

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Swedish meatballs/Chicken:

Pigs-n-a-blanket:

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext.

*Respectfully,*

*Administrative Specialist - Management Analysis  
Atlanta Field Office*

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

Classification: UNCLASSIFIED

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[REDACTED]  
 Administrative Specialist - Management Analysis  
 Atlanta Field Office

<< OLE Object: Picture (Device Independent Bitmap) >>

"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

From: [REDACTED] (AT)(FBI)  
 Sent: Wednesday, November 28, 2012 12:04 PM  
 To: [REDACTED] (AT)(FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT)(FBI);  
 [REDACTED] (AT)(FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT)(FBI);  
 Cc: [REDACTED] (AT)(FBI)  
 Subject: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

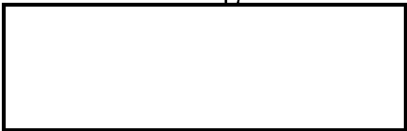
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 (provide to [REDACTED])
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5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [REDACTED]
6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career. - [REDACTED]



*Administrative Specialist - Management Analysis*  
*Atlanta Field Office*



<< OLE Object: Picture (Device Independent Bitmap) >>

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

[redacted] (AT)(FBI)

**From:** [redacted] (AT) (FBI)  
**Sent:** Friday, December 07, 2012 2:11 PM  
**To:** [redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT)(FBI); [redacted] (AT)(FBI);  
[redacted] (AT) (FBI); [redacted] (AT)(FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI)  
**Subject:** RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

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b6

Thanks for keeping us organized on this [redacted]

So far the tables are ordered and I will touch base with them on Monday to get a Final confirmation and how-to for the drop off on Thursday.  
I will probably need help to take them off the elevator and to set them up if anyone is available that morning.  
The Hold Harmless Agreement needed by Highwoods for us to use the space is before The SAC for a second time as they changed the signature line. We will have this at Highwoods on Monday am.  
The PowerPoint presentation is almost done and will be ready.

I have the following who will say a few words:

[redacted] with SWAT plaque presentation  
[redacted] - US Attorney's office  
[redacted] - very few words...  
SAC - presentation of creds

Is there anyone else we know of who will say a few words? [redacted] Family?

Let me know and I will put them ion the agenda.

I will have a draft of the agenda on Monday [redacted]  
We'll go over it then.

Thanks much.

**From:** [redacted] (AT)(FBI)  
**Sent:** Friday, December 07, 2012 12:26 PM  
**To:** [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI);  
[redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI)  
**Subject:** RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

[REDACTED] (AT)(FBI)

From: [REDACTED] (AT)(FBI)  
 Sent: Friday, December 07, 2012 1:47 PM  
 To: [REDACTED] (AT)(FBI)  
 Subject: RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

AWESOME [REDACTED] That podium is fine. Just check with [REDACTED] to make sure it's okay to bring that one over. Thanks again.

*Respectfully,*

[REDACTED]  
 Administrative Specialist - Management Analysis  
 Atlanta Field Office



*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

From: [REDACTED] (AT) (FBI)  
 Sent: Friday, December 07, 2012 12:59 PM  
 To: [REDACTED] (AT)(FBI)  
 Subject: RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

I will get the podium over to the 7<sup>th</sup> floor on Thursday. Is it the one in the SAC conference room on the 4<sup>th</sup> floor?

I am available to help out with set up and break down.

[REDACTED]

From: [REDACTED] (AT)(FBI)  
 Sent: Friday, December 07, 2012 12:26 PM  
 To: [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);

[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
 [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
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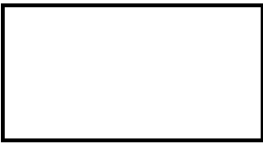
**Subject:** RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

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Good morning Committee,

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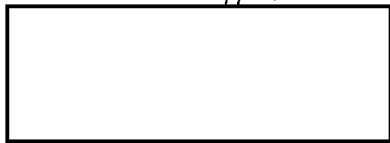


There are two or three additional names, but I'll provide them to you upon [redacted] return in the office on Monday.

*Respectfully,*



*Administrative Specialist - Management Analysis  
 Atlanta Field Office*



<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

**From:** [redacted] (AT) (FBI)

**Sent:** Wednesday, November 28, 2012 12:04 PM

**To:** [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);

[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);

[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);

**Cc:** [redacted] (AT) (FBI)

**Subject:** [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

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16. Handle posters:

**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

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Swedish meatballs/Chicken:

Pigs-n-a-blanket:

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext.

*Respectfully,*

Administrative Specialist - Management Analysis  
Atlanta Field Office

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

From: [REDACTED] (AT)(FBI)  
 Sent: Friday, December 07, 2012 1:46 PM  
 To: [REDACTED] (AT)(FBI)  
 Subject: RE: REQUEST SAC GIULIANO ATTENDANCE/PRESENTATIONS @ [REDACTED]  
 RETIREMENT --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

Thanks Lady! Appreciate it.

*Respectfully,*

[REDACTED]  
*Administrative Specialist - Management Analysis  
 Atlanta Field Office*



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From: [REDACTED] (AT)(FBI)  
 Sent: Friday, December 07, 2012 1:04 PM  
 To: [REDACTED] (AT)(FBI)  
 Subject: RE: REQUEST SAC GIULIANO ATTENDANCE/PRESENTATIONS @ [REDACTED] RETIREMENT --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

[REDACTED] - it will not be a problem. He is planning on attending. The letter will have to be next week. I'm swamped. But we'll make sure to get one done.

[REDACTED]  
*SAC Secretary  
 Atlanta Division*

From: [REDACTED] (AT)(FBI)



Sent: Friday, December 07, 2012 12:26 PM

To: [REDACTED] (AT)(FBI)

Subject: REQUEST SAC GIULIANO ATTENDANCE/PRESENTATIONS @ [REDACTED] RETIREMENT --- UNCLASSIFIED

Classification: UNCLASSIFIED

Good morning [REDACTED]

Special Agent [REDACTED] retirement celebration will be Thursday, December 13, 2012 @ 2:00 pm. I wanted to know if SAC Giuliano will be available to attend the celebration? And if so, can he present SA [REDACTED] retirement plaque?

Also, can he present the retirement letter from him to her at the celebration? I appreciate any help you can provide me on this. Thanks in advance.

*Respectfully,*

[REDACTED]  
*Administrative Specialist - Management Analysis*

*Atlanta Field Office*

[REDACTED]  
<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Friday, December 07, 2012 1:04 PM  
**To:** [REDACTED] (AT)(FBI)  
**Subject:** RE: REQUEST SAC GIULIANO ATTENDANCE/PRESENTATIONS @ [REDACTED]  
 RETIREMENT --- UNCLASSIFIED

Classification: UNCLASSIFIED

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[REDACTED] - it will not be a problem. He is planning on attending. The letter will have to be next week. I'm swamped. But we'll make sure to get one done.

[REDACTED]  
 SAC Secretary  
 Atlanta Division

[REDACTED]

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Friday, December 07, 2012 12:26 PM  
**To:** [REDACTED] (AT)(FBI)  
**Subject:** REQUEST SAC GIULIANO ATTENDANCE/PRESENTATIONS @ [REDACTED] RETIREMENT --- UNCLASSIFIED

Classification: UNCLASSIFIED

=====

Good morning [REDACTED]  
 Special Agent [REDACTED] retirement celebration will be Thursday, December 13, 2012 @ 2:00 pm. I wanted to know if SAC Giuliano will be available to attend the celebration? And if so, can he present SA [REDACTED] retirement plaque?

Also, can he present the retirement letter from him to her at the celebration? I appreciate any help you can provide me on this. Thanks in advance.

*Respectfully,*

[REDACTED]  
 Administrative Specialist - Management Analysis  
 Atlanta Field Office

[REDACTED]

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

**From:** [REDACTED] (AT) (FBI)  
**Sent:** Friday, December 07, 2012 12:59 PM  
**To:** [REDACTED] (AT)(FBI)  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
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I will get the podium over to the 7<sup>th</sup> floor on Thursday. Is it the one in the SAC conference room on the 4<sup>th</sup> floor?

I am available to help out with set up and break down.

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Friday, December 07, 2012 12:26 PM  
**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI);  
 [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

Good morning Committee,

I wanted to first thank each of you for your hard work and dedication to making sure [REDACTED] event is "AWESOME". I wanted to touch base with each of you to see how you're coming along with handling your assignments (previous email notes below). Please provide me with an update as soon as time permits. Also, [REDACTED] can you please handle making place cards for the head table? Currently the names are as follows:

[REDACTED]  
 SAC Mark Giulano  
 ASAC Angela Tobon  
 [REDACTED]

There are two or three additional names, but I'll provide them to you upon [REDACTED] return in the office on Monday.

*Respectfully,*

[REDACTED] (AT)(FBI)

From: [REDACTED] (AT)(FBI)  
 Sent: Friday, December 07, 2012 12:50 PM  
 To: [REDACTED] (AT)(FBI)  
 Subject: RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
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**Also, I will have the letter to you by Monday.**

From: [REDACTED]  
 Sent: Friday, December 07, 2012 12:26 PM  
 To: [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI)  
 Subject: RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

Good morning Committee,

I wanted to first thank each of you for your hard work and dedication to making sure [REDACTED] event is "AWESOME". I wanted to touch base with each of you to see how you're coming along with handling your assignments (previous email notes below). Please provide me with an update as soon as time permits. Also, [REDACTED] can you please handle making place cards for the head table? Currently the names are as follows:

[REDACTED]  
 SAC Mark Giulano  
 ASAC Angela Tobon  
 [REDACTED]

There are two or three additional names, but I'll provide them to you upon [REDACTED] return in the office on Monday.

*Respectfully,*

[REDACTED]  
 Administrative Specialist - Management Analysis

Atlanta Field Office

<< OLE Object: Picture (Device Independent Bitmap) >>

"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

From: [REDACTED] (AT)(FBI)  
 Sent: Wednesday, November 28, 2012 12:04 PM  
 To: [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT)(FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT)(FBI)  
 Cc: [REDACTED] (AT) (FBI)  
 Subject: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

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Good afternoon,

SA [REDACTED] provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

1. Create an RSVP list (for formal invitations to be mailed too.) -- [REDACTED]  
 (provide to [REDACTED])
2. Create retirement program - [REDACTED]
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [REDACTED] (forward to [REDACTED])
4. Obtain some photos of your nieces & etc. - [REDACTED] (forward to [REDACTED])  
 [REDACTED]
5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [REDACTED]
6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career. - [REDACTED]

[REDACTED] (AT)(FBI)

From: [REDACTED] (AT)(FBI)  
 Sent: Friday, December 07, 2012 12:49 PM  
 To: [REDACTED] (AT)(FBI)  
 Subject: RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
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[REDACTED]

**I will handle. [REDACTED] will be out of the office on that day so she will not have a place card.**

From: [REDACTED] (AT)(FBI)  
 Sent: Friday, December 07, 2012 12:26 PM  
 To: [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI)  
 Subject: RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

Good morning Committee,

I wanted to first thank each of you for your hard work and dedication to making sure [REDACTED] event is "AWESOME". I wanted to touch base with each of you to see how you're coming along with handling your assignments (previous email notes below). Please provide me with an update as soon as time permits. Also, [REDACTED] can you please handle making place cards for the head table? Currently the names are as follows:

[REDACTED]

SAC Mark Giulano  
 ASAC Angela Tobon

[REDACTED]

There are two or three additional names, but I'll provide them to you upon [REDACTED] return in the office on Monday.

[REDACTED] (AT)(FBI)

---

**From:** [REDACTED] (AT) (FBI)  
**Sent:** Friday, December 07, 2012 12:41 PM  
**To:** [REDACTED] (AT)(FBI)  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- b6  
UNCLASSIFIED

2019	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004	2003	2002	2001	2000	1999	1998	1997	1996	1995	1994	1993	1992	1991	1990	1989	1988	1987	1986	1985	1984	1983	1982	1981	1980	1979	1978	1977	1976	1975	1974	1973	1972	1971	1970	1969	1968	1967	1966	1965	1964	1963	1962	1961	1960	1959	1958	1957	1956	1955	1954	1953	1952	1951	1950	1949	1948	1947	1946	1945	1944	1943	1942	1941	1940	1939	1938	1937	1936	1935	1934	1933	1932	1931	1930	1929	1928	1927	1926	1925	1924	1923	1922	1921	1920	1919	1918	1917	1916	1915	1914	1913	1912	1911	1910	1909	1908	1907	1906	1905	1904	1903	1902	1901	1900	1899	1898	1897	1896	1895	1894	1893	1892	1891	1890	1889	1888	1887	1886	1885	1884	1883	1882	1881	1880	1879	1878	1877	1876	1875	1874	1873	1872	1871	1870	1869	1868	1867	1866	1865	1864	1863	1862	1861	1860	1859	1858	1857	1856	1855	1854	1853	1852	1851	1850	1849	1848	1847	1846	1845	1844	1843	1842	1841	1840	1839	1838	1837	1836	1835	1834	1833	1832	1831	1830	1829	1828	1827	1826	1825	1824	1823	1822	1821	1820	1819	1818	1817	1816	1815	1814	1813	1812	1811	1810	1809	1808	1807	1806	1805	1804	1803	1802	1801	1800	1799	1798	1797	1796	1795	1794	1793	1792	1791	1790	1789	1788	1787	1786	1785	1784	1783	1782	1781	1780	1779	1778	1777	1776	1775	1774	1773	1772	1771	1770	1769	1768	1767	1766	1765	1764	1763	1762	1761	1760	1759	1758	1757	1756	1755	1754	1753	1752	1751	1750	1749	1748	1747	1746	1745	1744	1743	1742	1741	1740	1739	1738	1737	1736	1735	1734	1733	1732	1731	1730	1729	1728	1727	1726	1725	1724	1723	1722	1721	1720	1719	1718	1717	1716	1715	1714	1713	1712	1711	1710	1709	1708	1707	1706	1705	1704	1703	1702	1701	1700	1699	1698	1697	1696	1695	1694	1693	1692	1691	1690	1689	1688	1687	1686	1685	1684	1683	1682	1681	1680	1679	1678	1677	1676	1675	1674	1673	1672	1671	1670	1669	1668	1667	1666	1665	1664	1663	1662	1661	1660	1659	1658	1657	1656	1655	1654	1653	1652	1651	1650	1649	1648	1647	1646	1645	1644	1643	1642	1641	1640	1639	1638	1637	1636	1635	1634	1633	1632	1631	1630	1629	1628	1627	1626	1625	1624	1623	1622	1621	1620	1619	1618	1617	1616	1615	1614	1613	1612	1611	1610	1609	1608	1607	1606	1605	1604	1603	1602	1601	1600	1599	1598	1597	1596	1595	1594	1593	1592	1591	1590	1589	1588	1587	1586	1585	1584	1583	1582	1581	1580	1579	1578	1577	1576	1575	1574	1573	1572	1571	1570	1569	1568	1567	1566
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Thank you for providing me additional information regarding the plates, cups, forks, and napkins.

I will be picking the items up this weekend and will bring them to the office on Monday.

Have a great weekend!

Atlanta Division

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Friday, December 07, 2012 12:26 PM  
**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); WRIGHT,  
[REDACTED]  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

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I wanted to first thank each of you for your hard work and dedication to making sure [REDACTED] event is "AWESOME". I wanted to touch base with each of you to see how you're coming along with handling your assignments (previous email notes below). Please provide me with an update as soon as time permits. Also [REDACTED] can you please handle making place cards for the head table? Currently the names are as follows:

\_\_\_\_\_



[REDACTED]  
SAC Mark Giulano  
ASAC Angela Tobon  
[REDACTED]

There are two or three additional names, but I'll provide them to you upon [REDACTED] return in the office on Monday.

*Respectfully,*

[REDACTED]  
*Administrative Specialist - Management Analysis  
Atlanta Field Office*  
[REDACTED]

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Wednesday, November 28, 2012 12:04 PM  
**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI)  
**Cc:** [REDACTED] (AT) (FBI)  
**Subject:** [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
=====

Good afternoon,

SA [REDACTED] provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

Vegetable Platters/Cheese Platters:

Fruit Platters/Pasta Salad:

Deserts/Rolls:

Swedish meatballs/Chicken:

Pigs-n-a-blanket:

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext.

*Respectfully,*

*Administrative Specialist - Management Analysis  
 Atlanta Field Office*

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

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 Classification: UNCLASSIFIED

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 Classification: UNCLASSIFIED

=====  
 Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

From: [REDACTED] (AT)(FBI)  
Sent: Friday, December 07, 2012 11:43 AM  
To: [REDACTED] (AT)(FBI)  
Subject: REQUEST ASAC TOBON ATTENDANCE/PRESENTATIONS @ [REDACTED]  
RETIREMENT --- UNCLASSIFIED

Classification: UNCLASSIFIED  
=====

Good morning [REDACTED]  
Special Agent [REDACTED] retirement celebration will be Thursday, December 13, 2012 @ 2:00 pm. I wanted to know if ASAC Tobon will be available to attend the celebration? And if so, can she present SA [REDACTED] with the office retirement gift?

Also, can she present the retirement letter from her to [REDACTED] at the celebration? I appreciate any help you can provide me on this. Thanks in advance

*Respectfully,*

[REDACTED]  
*Administrative Specialist - Management Analysis  
Atlanta Field Office*



*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

=====  
Classification: UNCLASSIFIED

(AT)(FBI)

From: [REDACTED] (AT)(FBI)  
Sent: Friday, December 07, 2012 11:44 AM  
To: [REDACTED] (AT)(FBI)  
Subject: REQUEST SAC GIULIANO ATTENDANCE/PRESENTATIONS @ [REDACTED]  
RETIREMENT --- UNCLASSIFIED

Classification: UNCLASSIFIED  
=====

Good morning [REDACTED]  
Special Agent [REDACTED] retirement celebration will be Thursday, December 13, 2012 @ 2:00 pm. I wanted to know if SAC Giuliano will be available to attend the celebration? And if so, can he present SA [REDACTED] retirement plaque?

Also, can he present the retirement letter from him to her at the celebration? I appreciate any help you can provide me on this. Thanks in advance.

*Respectfully,*

[REDACTED]  
*Administrative Specialist - Management Analysis  
Atlanta Field Office*



*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

=====  
Classification: UNCLASSIFIED

[redacted] (AT)(FBI)

b6

From: [redacted] (AT)(FBI)  
Sent: Friday, December 07, 2012 10:59 AM  
To: [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI)  
Subject: RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA ---  
UNCLASSIFIED

Classification: UNCLASSIFIED

Good morning Committee,

I wanted to first thank each of you for your hard work and dedication to making sure [redacted] event is "AWESOME". I wanted to touch base with each of you to see how you're coming along with handling your assignments (previous email notes below). Please provide me with an update as soon as time permits. Also, [redacted] can you please handle making place cards for the head table? Currently the names are as follows:

[redacted]  
SAC Mark Giulano  
ASAC Angela Tobon  
[redacted]

There are two or three additional names, but I'll provide them to you upon [redacted] return in the office on Monday.

Respectfully,

[redacted]  
Administrative Specialist - Management Analysis  
Atlanta Field Office  
[redacted]



"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

**From:** [redacted] (AT)(FBI)  
**Sent:** Wednesday, November 28, 2012 12:04 PM  
**To:** [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI);  
**Cc:** [redacted] (AT) (FBI)  
**Subject:** [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

b6

Good afternoon,

SA [redacted] provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

1. Create an RSVP list (for formal invitations to be mailed too.) -- [redacted]  
(provide to [redacted])
2. Create retirement program - [redacted]
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [redacted] (forward to [redacted])
4. Obtain some photos of your nieces & etc. - [redacted] (forward to [redacted])  
[redacted]
5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [redacted]
6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career. - [redacted]
7. Request your supervisor's throughout your bureau career to write a letter congratulating you on your retirement - [redacted]
8. Request ASAC Criminal write a retirement congratulation letter - [redacted]
9. Request SAC write a retirement congratulation letter. [redacted]
10. Ask [redacted] to photograph the event. (Dec. 13, 2012 @ 1:30 p.m. - 4:30 p.m.) - [redacted]  
[redacted]

b6

11. Obtain podium w/seal to transport to seventh floor - [redacted]
12. Obtain four easels from supply, and photo lab make posters [redacted] (Get with me regarding the poster information)
13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from Party City: [redacted] (Obtain funds from money collected: keep receipt)
14. Purchase food from Sam's for event on Wednesday at 12noon - committee members (will provide list)
15. Wrap fork in napkin with red tie and place one at each table setting: [redacted]  
[redacted]
16. Handle posters: [redacted]

**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

**Day of the event:** The following individuals please handle food prep and set up as noted below:

Drink Stations: Punch/Coffee/Water/Ice - [redacted]

Vegetable Platters/Cheese Platters: [redacted]

Fruit Platters/Pasta Salad [redacted]

Deserts/Rolls: [redacted]

Swedish meatballs/Chicken: [redacted]

Pigs-n-a-blanket: [redacted]

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext [redacted]

*Respectfully,*

[redacted]  
*Administrative Specialist - Management Analysis  
Atlanta Field Office*

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED



[REDACTED] (AT)(FBI)

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Friday, December 07, 2012 10:42 AM  
**To:** [REDACTED] (AT)(FBI)  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

Hi [REDACTED]

Thanks for your kind words. Since [REDACTED] wants clear plates, cups, and forks can you pick up the 9" clear plates (150), 16 ounce clear cups (150), and a box of clear forks (300) from Sam's Club? Also, can you please pick up 300 black lunch napkins from Party City? If you like you can pick the Styrofoam cups up from the Dollar Store (3 packs = 60 cups). Can you please bring these items on Monday, because two young ladies will be putting them together with a ribbon around them. Thanks again for handling your lead and following up with me. Call me if you need any additional info.

*Respectfully,*

[REDACTED]  
 Administrative Specialist - Management Analysis  
 Atlanta Field Office



*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Friday, December 07, 2012 10:17 AM  
**To:** [REDACTED] (AT)(FBI)  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED  
**Importance:** High

Classification: UNCLASSIFIED  
 =====

Good Morning [REDACTED]

I should have sent a "thank you" email to you sooner; Thank you for doing this for [redacted] I know she appreciates it very much. b6

I will be going to Party City this weekend to pick up the plates, cups, forks, and napkins.

Just wondering if you have a preference for the round 9" plates or square 9" plates? Also, what size for the plastic cups? I was thinking the small clear plastic for the punch and water, but wasn't sure if you wanted me to pick up the smaller Styrofoam cups for the coffee as well.

I'll purchase the clear plates, clear cups & clear forks as well as the red lunch napkins (not the cocktail/small ones)

Sorry for being so particular, but I'm one of those that if you tell me 'specifics' of what you want, that's what you'll get (right down to the name brand or style, if you prefer) ☺

Thanks!

[redacted]  
Atlanta Division  
[redacted]

**From:** [redacted] (AT) (FBI)  
**Sent:** Wednesday, November 28, 2012 12:04 PM  
**To:** [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI)  
**Cc:** [redacted] (AT) (FBI)  
**Subject:** [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

b6

Good afternoon,

SA [redacted] provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

1. Create an RSVP list (for formal invitations to be mailed too.) -- [redacted]  
(provide to [redacted])

2. Create retirement program - [redacted]
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [redacted] (forward to [redacted])
4. Obtain some photos of your nieces & etc. - [redacted] (forward to [redacted])
5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [redacted]
6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career. - [redacted]
7. Request your supervisor's throughout your bureau career to write a letter congratulating you on your retirement - [redacted]
8. Request ASAC Criminal write a retirement congratulation letter - [redacted]
9. Request SAC write a retirement congratulation letter. - [redacted]
10. Ask [redacted] to photograph the event. (Dec. 13, 2012 @ 1:30 p.m. - 4:30 p.m.) - [redacted]
11. Obtain podium w/seal to transport to seventh floor - [redacted]
12. Obtain four easels from supply, and photo lab make posters: [redacted] (Get with me regarding the poster information)
13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from Party City: [redacted] (Obtain funds from money collected: keep receipt)
14. Purchase food from Sam's for event on Wednesday at 12noon - committee members (will provide list)
15. Wrap fork in napkin with red tie and place one at each table setting: committee members

**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

**Day of the event:** The following individuals please handle food prep and set up as noted below:

Drink Stations: Punch/Coffee/Water/Ice - [redacted]

Vegetable Platters/Cheese Platters: [redacted]

Fruit Platters/Pasta Salad: [redacted]

Deserts/Rolls: [redacted]

Swedish meatballs/Chicken: [redacted]

Pigs-n-a-blanket: [redacted]

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext. [redacted]

*Respectfully,*

[redacted]

*Administrative Specialist - Management Analysis  
Atlanta Field Office*

[redacted]

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

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Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

=====  
Classification: UNCLASSIFIED

(AT)(FBI)

**From:** [REDACTED] (AT) (FBI)  
**Sent:** Friday, December 07, 2012 10:17 AM  
**To:** [REDACTED] (AT)(FBI)  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

**Importance:** High

**Classification:** UNCLASSIFIED

=====

Good Morning [REDACTED]

I should have sent a "thank you" email to you sooner; Thank you for doing this for [REDACTED] I know she appreciates it very much.

I will be going to Party City this weekend to pick up the plates, cups, forks, and napkins.

Just wondering if you have a preference for the round 9" plates or square 9" plates? Also, what size for the plastic cups? I was thinking the small clear plastic for the punch and water, but wasn't sure if you wanted me to pick up the smaller Styrofoam cups for the coffee as well.

I'll purchase the clear plates, clear cups & clear forks as well as the red lunch napkins (not the cocktail/small ones)

Sorry for being so particular, but I'm one of those that if you tell me 'specifics' of what you want, that's what you'll get (right down to the name brand or style, if you prefer) ☺

Thanks!

[REDACTED]  
Atlanta Division  
[REDACTED]

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Wednesday, November 28, 2012 12:04 PM  
**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
**Cc:** [REDACTED] (AT) (FBI)  
**Subject:** [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

**Classification:** UNCLASSIFIED

=====

Good afternoon,

SA [ ] provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

1. Create an RSVP list (for formal invitations to be mailed too.) -- [ ]  
(provide to [ ])
2. Create retirement program - [ ]
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [ ] (forward to [ ])
4. Obtain some photos of your nieces & etc. - [ ] (forward to [ ]  
[ ])
5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [ ]
6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career. - [ ]
7. Request your supervisor's throughout your bureau career to write a letter congratulating you on your retirement - [ ]
8. Request ASAC Criminal write a retirement congratulation letter - [ ]
9. Request SAC write a retirement congratulation letter. - [ ]
10. Ask [ ] to photograph the event. (Dec. 13, 2012 @ 1:30 p.m. - 4:30 p.m.) - [ ]  
[ ]
11. Obtain podium w/seal to transport to seventh floor - [ ]
12. Obtain four easels from supply, and photo lab make posters [ ] (Get with me regarding the poster information)
13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from Party City: [ ] (Obtain funds from money collected: keep receipt)
14. Purchase food from Sam's for event on Wednesday at 12noon - committee members (will provide list)
15. Wrap fork in napkin with red tie and place one at each table setting: committee members

**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

**Day of the event:** The following individuals please handle food prep and set up as noted below:

Drink Stations: Punch/Coffee/Water/Ice -

Vegetable Platters/Cheese Platters:

Fruit Platters/Pasta Salad:

Deserts/Rolls:

Swedish meatballs/Chicken:

Pigs-n-a-blanket:

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext.

*Respectfully,*

*Administrative Specialist - Management Analysis  
Atlanta Field Office*

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

**From:** [REDACTED] (AT) (FBI)  
**Sent:** Monday, December 03, 2012 11:38 AM  
**To:** [REDACTED] (AT)(FBI)  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

Thanks [REDACTED]  
 I have [REDACTED] working on the Hold Harmless Agreement we need signed to use the space  
 And I will fax the table and chair order over to the company today.  
 I'll put it on my credit card and get reimbursed at the end.  
 We're getting there!

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Thursday, November 29, 2012 8:29 AM  
**To:** [REDACTED] (AT) (FBI)  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

Nope [REDACTED] has not provided her list as far as I know. I'll follow-up with her about this since she sits on the eight floor around the corner from me.

*Respectfully,*

[REDACTED]  
 Administrative Specialist - Management Analysis  
 Atlanta Field Office

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

**From:** [REDACTED] (AT) (FBI)  
**Sent:** Wednesday, November 28, 2012 5:42 PM  
**To:** [REDACTED] (AT)(FBI)  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED



Classification: UNCLASSIFIED

=====

Ok we will start pushing it.

Did [ ] get us a list of outside folks?

I'll remind the retired folks like [ ] who is here at  
The office on the wire with me tomorrow.

b6

From: [ ] (AT)(FBI)

Sent: Wednesday, November 28, 2012 4:09 PM

To: [ ] (AT)(FBI)

Subject: RE: [ ] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

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Hi [ ]

This is pushing it because in order for us to break even with this event we would at least need to get 100 people to pay \$12 which would net \$1200. Minus the cost of the tables would amount to \$895 dollars for food and etc. This should be ample enough funds. The main thing is we need to get a hundred people to commit, any number over this is surplus.

Food per a person: \$8.95

Tables/chairs per person: \$3.05

Total per a person: \$12.00

*Respectfully,*

[ ]

*Administrative Specialist - Management Analysis*

*Atlanta Field Office*

[ ]

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

From: [ ] (AT)(FBI)

Sent: Wednesday, November 28, 2012 4:04 PM

To: [ ] (AT)(FBI)

Subject: RE: [ ] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

b6

Classification: UNCLASSIFIED

=====

Hola [redacted]

b6

Table guy came in at \$305 bucks.

We good with our \$12 clams each?

I will be able to help get the tables off the elevator when they show

Up that day.

I will pay for the tables if we are good.

Flyer looks good!

From: [redacted] (AT)(FBI)

Sent: Wednesday, November 28, 2012 12:04 PM

To: [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);

[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI);

[redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI)

Cc: [redacted] (AT) (FBI)

Subject: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

=====

Good afternoon,

SA [redacted] provided me your names regarding you have agreed to assist with<sup>b6</sup> handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

1. Create an RSVP list (for formal invitations to be mailed too.) -- [redacted]  
(provide to [redacted])
2. Create retirement program - [redacted]
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [redacted] (forward to [redacted])
4. Obtain some photos of your nieces & etc. - [redacted] (forward to [redacted])

[redacted]

5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [redacted]

6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career. - [redacted]

7. Request your supervisor's throughout your bureau career to write a letter congratulating you on your retirement - [redacted]

8. Request ASAC Criminal write a retirement congratulation letter [redacted]

9. Request SAC write a retirement congratulation letter. - [redacted]

10. Ask [redacted] to photograph the event. (Dec. 13, 2012 @ 1:30 p.m. - 4:30 p.m.) - [redacted]

11. Obtain podium w/seal to transport to seventh floor - [redacted]

12: Obtain four easels from supply, and photo lab make posters: [redacted] (Get with me regarding the poster information)

13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from Party City: [redacted] (Obtain funds from money collected: keep receipt)

14. Purchase food from Sam's for event on Wednesday at 12noon - committee members (will provide list)

15. Wrap fork in napkin with red tie and place one at each table setting: committee members

**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

**Day of the event:** The following individuals please handle food prep and set up as noted below:

Drink Stations: Punch/Coffee/Water/Ice - [redacted]

Vegetable Platters/Cheese Platters: [redacted]

Fruit Platters/Pasta Salad: [redacted]

Deserts/Rolls: [redacted]

Swedish meatballs/Chicken: [redacted]

Pigs-n-a-blanket: [redacted]

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext. [redacted]

Respectfully,

[Redacted]

Administrative Specialist - Management Analysis  
Atlanta Field Office

[Redacted]

<< OLE Object: Picture (Device Independent Bitmap) >>

"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

From: [REDACTED] (AT) (FBI)  
 Sent: Friday, November 30, 2012 2:04 PM  
 To: [REDACTED] (SECD)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (IR)(FBI);  
 [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI)  
 Cc: [REDACTED] (AT)(FBI)  
 Subject: [REDACTED] Retirement --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

Good Afternoon,

As you all know [REDACTED] will be retiring at the end of this year. We are having an office celebration on Thursday, December 13<sup>th</sup>. I am sorry for the short notice, however, I am writing to see if any of you would like to write a congratulatory letter to be provided to [REDACTED] at her celebration.

Thank You,

[REDACTED]  
 P.S. (Any letters for [REDACTED] can be forwarded to my attention)  
 =====

Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Thursday, November 29, 2012 9:01 AM  
**To:** [REDACTED] (AT)(FBI)  
**Subject:** RE: UPDATE RE [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

Oookie dookie

*Respectfully,*

[REDACTED]  
*Administrative Specialist - Management Analysis  
 Atlanta Field Office*



*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Thursday, November 29, 2012 9:00 AM  
**To:** [REDACTED] (AT)(FBI)  
**Subject:** RE: UPDATE RE [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

Depending on what time you guys start, let me know. I may have an hour in between these two things

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Thursday, November 29, 2012 8:59 AM  
**To:** [REDACTED] (AT)(FBI)  
**Subject:** RE: UPDATE RE [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

No problem [redacted] Hopefully the other committee members will be available. Thanks for letting me know in advance. ☺ b6

Respectfully,

[redacted]

Administrative Specialist - Management Analysis  
Atlanta Field Office

[redacted]

<< OLE Object: Picture (Device Independent Bitmap) >>

"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

**From:** [redacted] (AT) (FBI)  
**Sent:** Thursday, November 29, 2012 8:58 AM  
**To:** [redacted] (AT)(FBI)  
**Subject:** RE: UPDATE RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

=====

[redacted] I most likely will not be available to help with the set up on Wednesday, the 12<sup>th</sup>. There's a conference here on the 3<sup>rd</sup> floor that day that I will be tied up with until about 1 pm, and I have a dentist appointment after that.

**From:** [redacted] (AT)(FBI) b6  
**Sent:** Wednesday, November 28, 2012 4:24 PM  
**To:** [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI);  
[redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted]  
[redacted] (AT) (FBI)  
**Subject:** UPDATE RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED  
**Importance:** High

Classification: UNCLASSIFIED

=====

Good afternoon Committee,

This is a financial update regarding our expenditures so far for the event. Currently we need to ensure that at least 100 individuals come and help us celebrate [redacted] retirement. The tables/chairs have come in at a cost of \$305.00 dollars. In which if 100 people pay the \$12.00 then we have a budget of \$1200.00. The breakdown is as follows:

Tables/Chairs per a person cost:      \$3.05

Food/Misc. per-a-person: \$8.95  
Total cost per a person: \$12.00

b6

Also, the food and misc. may run us less than \$895. Too include, any individuals over the initial 100 seats reserved (rented) will be standing and those funds will be provided to the Criminal ASAC for presentation to SA [redacted] as the office gift [redacted] noted a Visa Gift Card will be purchased).

Respectfully,

[redacted]

Administrative Specialist - Management Analysis  
Atlanta Field Office

[redacted]

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

From: [redacted] (AT)(FBI)  
Sent: Wednesday, November 28, 2012 12:04 PM  
To: [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT)(FBI); [redacted] (AT)(FBI); [redacted] (AT)(FBI)  
Cc: [redacted] (AT) (FBI)  
Subject: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

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Good afternoon,

SA [redacted] provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

b6

1. Create an RSVP list (for formal invitations to be mailed too.) -- [redacted]  
(provide to [redacted])



Swedish meatballs/Chicken: [redacted]

b6

Pigs-n-a-blanket: [redacted]

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext. [redacted]

*Respectfully,*

[redacted]

*Administrative Specialist - Management Analysis  
Atlanta Field Office*

[redacted]

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

**From:** [REDACTED] (AT) (FBI)  
**Sent:** Thursday, November 29, 2012 9:00 AM  
**To:** [REDACTED] (AT)(FBI)  
**Subject:** RE: UPDATE RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

Depending on what time you guys start, let me know. I may have an hour in between these two things

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Thursday, November 29, 2012 8:59 AM  
**To:** [REDACTED] (AT) (FBI)  
**Subject:** RE: UPDATE RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
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No problem [REDACTED] Hopefully the other committee members will be available. Thanks for letting me know in advance. ☺

*Respectfully,*

[REDACTED]  
*Administrative Specialist - Management Analysis  
 Atlanta Field Office*

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Classification: UNCLASSIFIED  
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[REDACTED] I most likely will not be available to help with the set up on Wednesday, the 12<sup>th</sup>. There's a conference here on the 3<sup>rd</sup> floor that day that I will be tied up with until about 1 pm, and I have a dentist appointment after that.



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1. Create an RSVP list (for formal invitations to be mailed too.) -- [ ]  
(provide to [ ])
2. Create retirement program - [ ]
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [ ] (forward to [ ])
4. Obtain some photos of your nieces & etc. - [ ] (forward to [ ]  
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5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [ ]
6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career. - [ ]
7. Request your supervisor's throughout your bureau career to write a letter congratulating you on your retirement - [ ]
8. Request ASAC Criminal write a retirement congratulation letter - [ ]
9. Request SAC write a retirement congratulation letter. [ ]
10. Ask [ ] to photograph the event. (Dec. 13, 2012 @ 1:30 p.m. - 4:30 p.m.) - [ ]  
[ ]
11. Obtain podium w/seal to transport to seventh floor - [ ]
12. Obtain four easels from supply, and photo lab make posters: [ ] (Get with me regarding the poster information)
13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from Party City: [ ] (Obtain funds from money collected: keep receipt)

14. Purchase food from Sam's for event on Wednesday at 12noon - committee members (will provide list)

15. Wrap fork in napkin with red tie and place one at each table setting: committee members

**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

**Day of the event:** The following individuals please handle food prep and set up as noted below:

Drink Stations: Punch/Coffee/Water/Ice - [REDACTED]

Vegetable Platters/Cheese Platters: [REDACTED]

Fruit Platters/Pasta Salad: [REDACTED]

Deserts/Rolls: [REDACTED]

Swedish meatballs/Chicken: [REDACTED]

Pigs-n-a-blanket: [REDACTED]

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext. [REDACTED]

*Respectfully,*

[REDACTED]  
Administrative Specialist - Management Analysis  
Atlanta Field Office

<< OLE Object: Picture (Device Independent Bitmap) >>

"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

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Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Thursday, November 29, 2012 9:00 AM  
**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
**Subject:** RE: UPDATE RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING  
AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
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AWESOME!!!

*Respectfully,*

[REDACTED]  
Administrative Specialist - Management Analysis  
Atlanta Field Office



*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

**From:** [REDACTED] (AT) (FBI)  
**Sent:** Thursday, November 29, 2012 8:59 AM  
**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
**Subject:** RE: UPDATE RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
=====

I'll try to find my beach photos from way back, including [REDACTED] riding the red weenie. I'm sure she would want that as part of the celebration

**From:** [REDACTED] (AT) (FBI)

**Sent:** Wednesday, November 28, 2012 5:41 PM

**To:** [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)  
[REDACTED] (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI);  
[REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED]  
[REDACTED] (AT) (FBI)

**Subject:** RE: UPDATE RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

Looks good ☐ thanks.

If anyone knows of speakers for the luncheon, let me know.  
If anyone has any good photos of [redacted] also let me know.

Thanks much.

**From:** [REDACTED]  
**Sent:** Wednesday, November 28, 2012 4:24 PM  
**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI)  
**Subject:** UPDATE RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED  
**Importance:** High

Classification: UNCLASSIFIED

Good afternoon Committee,

This is a financial update regarding our expenditures so far for the event. Currently we need to ensure that at least 100 individuals come and help us celebrate [REDACTED] retirement. The tables/chairs have come in at a cost of \$305.00 dollars. In which if 100 people pay the [REDACTED] then we have a budget of \$1200.00. The breakdown is as follows:

Tables/Chairs per a person cost:	\$3.05
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Total cost per a person:	\$12.00

Also, the food and misc. may run us less than \$895. Too include, any individuals over the initial 100 seats reserved (rented) will be standing and those funds will be provided to the Criminal ASAC for presentation to SA [redacted] as the office gift [redacted] noted a Visa Gift Card will be purchased).

Respectfully,



7. Request your supervisor's throughout your bureau career to write a letter congratulating you on your retirement - [redacted]

b6

8. Request ASAC Criminal write a retirement congratulation letter - [redacted]

9. Request SAC write a retirement congratulation letter. - [redacted]

10. Ask [redacted] to photograph the event. (Dec. 13, 2012 @ 1:30 p.m. - 4:30 p.m.) - [redacted]

11. Obtain podium w/seal to transport to seventh floor - [redacted]

12: Obtain four easels from supply, and photo lab make posters: [redacted] (Get with me regarding the poster information)

13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from Party City: [redacted] (Obtain funds from money collected: keep receipt)

14. Purchase food from Sam's for event on Wednesday at 12noon - committee members (will provide list)

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**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

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Swedish meatballs/Chicken: [redacted]

Pigs-n-a-blanket: [redacted]

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext. [redacted]

*Respectfully,*

[redacted]

Administrative Specialist - Management Analysis

Atlanta Field Office



b6

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

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Classification: UNCLASSIFIED

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[REDACTED] (AT) (FBI)  
Thursday, November 29, 2012 8:59 AM  
[REDACTED] (AT) (FBI)  
RE: UPDATE RE: [REDACTED]  
AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

No problem ☐

Respectfully,

\_\_\_\_\_



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**To:** [REDACTED] (AT)(FBI)  
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[REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI)

**Subject:** UPDATE RE [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

b6

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*Respectfully,*

[REDACTED]  
*Administrative Specialist - Management Analysis*  
*Atlanta Field Office*

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**From:** [REDACTED] (AT)(FBI)

b6

**Sent:** Wednesday, November 28, 2012 12:04 PM

**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);

[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);

[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI)

**Cc:** [REDACTED] (AT) (FBI)

**Subject:** [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

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[redacted]  
Administrative Specialist - Management Analysis  
Atlanta Field Office

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To: [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
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1. Create an RSVP list (for formal invitations to be mailed too.) -- [redacted]  
(provide to [redacted])
2. Create retirement program - [redacted]
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [redacted] (forward to [redacted])
4. Obtain some photos of your nieces & etc. - [redacted] (forward to [redacted])
5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [redacted]
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*Respectfully,*

[REDACTED]  
*Administrative Specialist - Management Analysis  
 Atlanta Field Office*

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

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**From:** [REDACTED]

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Tables/Chairs per a person cost:

Also, the food a

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Atlanta Field Office

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<< OLE Object: Picture (Device Independent Bitmap) >>

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 [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI);  
 [redacted] (AT)(FBI); [redacted] (AT) (FBI) [redacted] (AT)(FBI)  
**Cc:** [redacted] (AT) (FBI)  
**Subject:** [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
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**Day of the event:** The following individuals please handle food prep and set up as noted below:

Drink Stations: Punch/Coffee/Water/Ice - [ ]

Vegetable Platters/Cheese Platters: [ ]

Fruit Platters/Pasta Salad: [ ]

Deserts/Rolls: [ ]


Swedish meatballs/Chicken: [ ]

Pigs-n-a-blanket: [ ]

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext. [ ]

*Respectfully,*

[ ]  
*Administrative Specialist - Management Analysis*  
*Atlanta Field Office*



<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Thursday, November 29, 2012 8:29 AM  
**To:** [REDACTED] (AT) (FBI)  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

Nope [REDACTED] has not provided her list as far as I know. I'll follow-up with her about this since she sits on the eight floor around the corner from me.

*Respectfully,*

[REDACTED]  
*Administrative Specialist - Management Analysis  
 Atlanta Field Office*



*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

**From:** [REDACTED] (AT) (FBI)  
**Sent:** Wednesday, November 28, 2012 5:42 PM  
**To:** [REDACTED] (AT)(FBI)  
**Subject:** RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

Ok we will start pushing it.

Did [REDACTED] get us a list of outside folks?  
 I'll remind the retired folks like [REDACTED] who is here at  
 The office on the wire with me tomorrow.

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Wednesday, November 28, 2012 4:09 PM

To: [redacted] (AT) (FBI)  
Subject: RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

b6

Classification: UNCLASSIFIED  
=====

Hi [redacted]

This is pushing it because in order for us to break even with this event we would at least need to get 100 people to pay \$12 which would net \$1200. Minus the cost of the tables would amount to \$895 dollars for food and etc. This should be ample enough funds. The main thing is we need to get a hundred people to commit, any number over this is surplus.

Food per a person: \$8.95  
Tables/chairs per person: \$3.05  
Total per a person: \$12.00

*Respectfully,*

[redacted]  
*Administrative Specialist - Management Analysis*  
*Atlanta Field Office*



<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

From: [redacted] (AT) (FBI)  
Sent: Wednesday, November 28, 2012 4:04 PM  
To: [redacted] (AT) (FBI)  
Subject: RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

b6

Classification: UNCLASSIFIED  
=====

Hold [redacted]

Table guy came in at \$305 bucks.  
We good with our \$12 clams each?  
I will be able to help get the tables off the elevator when they show  
Up that day.

I will pay for the tables if we are good.

Flyer looks good!

11. Obtain podium w/seal to transport to seventh floor - [ ]
12. Obtain four easels from supply, and photo lab make posters: [ ] (Get with me regarding the poster information)
13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from Party City: [ ] (Obtain funds from money collected: keep receipt)
14. Purchase food from Sam's for event on Wednesday at 12noon - committee members (will provide list)
15. Wrap fork in napkin with red tie and place one at each table setting: committee members

**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

**Day of the event:** The following individuals please handle food prep and set up as noted below:

Drink Stations: Punch/Coffee/Water/Ice - [ ]

Vegetable Platters/Cheese Platters: [ ]

Fruit Platters/Pasta Salad: [ ]

Deserts/Rolls: [ ]

Swedish meatballs/Chicken: [ ]

Pigs-n-a-blanket: [ ]

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext. [ ]

*Respectfully,*

[ ]

*Administrative Specialist - Management Analysis*

*Atlanta Field Office*

[ ]

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED



[redacted] (AT)(FBI)

b6

**From:** [redacted] (AT) (FBI)  
**Sent:** Wednesday, November 28, 2012 5:42 PM  
**To:** [redacted] (AT)(FBI)  
**Subject:** RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
=====

Ok we will start pushing it.

Did [redacted] get us a list of outside folks?  
I'll remind the retired folks like [redacted] who is here at  
The office on the wire with me tomorrow.

---

**From:** [redacted] (AT)(FBI)  
**Sent:** Wednesday, November 28, 2012 4:09 PM  
**To:** [redacted] (AT) (FBI)  
**Subject:** RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
=====

Hi [redacted]  
This is pushing it because in order for us to break even with this event we would at least need to get 100 people to pay \$12 which would net \$1200. Minus the cost of the tables would amount to \$895 dollars for food and etc. This should be ample enough funds. The main thing is we need to get a hundred people to commit, any number over this is surplus.

Food per a person: \$8.95  
Tables/chairs per person: \$3.05  
Total per a person: \$12.00

b6

*Respectfully,*

[redacted]  
*Administrative Specialist - Management Analysis  
Atlanta Field Office*

[redacted]  
<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

**From:** [redacted] (AT) (FBI)  
**Sent:** Wednesday, November 28, 2012 4:04 PM  
**To:** [redacted] (AT) (FBI)  
**Subject:** RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

b6

Classification: UNCLASSIFIED  
=====

Hola [redacted]

Table guy came in at \$305 bucks.  
We good with our \$12 clams each?  
I will be able to help get the tables off the elevator when they show  
Up that day.

I will pay for the tables if we are good.

Flyer looks good!

**From:** [redacted] (AT) (FBI)  
**Sent:** Wednesday, November 28, 2012 12:04 PM  
**To:** [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI)  
**Cc:** [redacted] (AT) (FBI)  
**Subject:** [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

b6

Classification: UNCLASSIFIED  
=====

Good afternoon,

SA [redacted] provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

1. Create an RSVP list (for formal invitations to be mailed too.) -- [redacted]  
(provide to [redacted])

Swedish meatballs/Chicken: [redacted]

Pigs-n-a-blanket: [redacted]

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext. [redacted]

*Respectfully,*

[redacted]

*Administrative Specialist - Management Analysis  
Atlanta Field Office*

[redacted]

<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

**From:** [REDACTED] (AT) (FBI)  
**Sent:** Wednesday, November 28, 2012 5:41 PM  
**To:** [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT)(FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI)  
**Subject:** RE: UPDATE RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING  
AGENDA --- UNCLASSIFIED

b6

Classification: UNCLASSIFIED

Looks good thanks.

If anyone knows of speakers for the luncheon, let me know.  
If anyone has any good photos of [redacted] also let me know.

Thanks much.

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Wednesday, November 28, 2012 4:24 PM  
**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI)  
**Subject:** UPDATE RE: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED  
**Importance:** High

b6

Classification: UNCLASSIFIED

Good afternoon Committee,

This is a financial update regarding our expenditures so far for the event. Currently we need to ensure that at least 100 individuals come and help us celebrate [REDACTED] retirement. The tables/chairs have come in at a cost of \$305.00 dollars. In which if 100 people pay the \$12.00 then we have a budget of \$1200.00. The breakdown is as follows:

Tables/Chairs per a person cost:	\$3.05
Food/Misc. per-a-person:	\$8.95
Total cost per a person:	\$12.00

Also, the food and misc. may run us less than \$895. Too include, any individuals over the initial 100 seats reserved (rented) will be standing and those funds will be provided to the Criminal ASAC for presentation to SA [redacted] as the office gift [redacted] (noted a Visa Gift Card will be purchased).

Respectfully,

[REDACTED]  
 Administrative Specialist - Management Analysis  
 Atlanta Field Office

<< OLE Object: Picture (Device Independent Bitmap) >>

"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

From: [REDACTED] (AT)(FBI)  
 Sent: Wednesday, November 28, 2012 12:04 PM  
 To: [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
 [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI);  
 [REDACTED] (AT)(FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI)  
 Cc: [REDACTED] (AT) (FBI)  
 Subject: [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

Good afternoon,

SA [REDACTED] provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

1. Create an RSVP list (for formal invitations to be mailed too.) -- [REDACTED]  
 (provide to [REDACTED])
2. Create retirement program - [REDACTED]
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [REDACTED] (forward to [REDACTED])
4. Obtain some photos of your nieces & etc. - [REDACTED] (forward to [REDACTED])

Respectfully,

[Redacted]

Administrative Specialist - Management Analysis  
Atlanta Field Office

[Redacted]

<< OLE Object: Picture (Device Independent Bitmap) >>

"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

[redacted] (AT)(FBI)

b6

**From:** [redacted] (AT)(FBI)  
**Sent:** Wednesday, November 28, 2012 4:24 PM  
**To:** [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
**Subject:** UPDATE RE [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING  
AGENDA --- UNCLASSIFIED  
**Importance:** High

Classification: UNCLASSIFIED  
=====

Good afternoon Committee,

This is a financial update regarding our expenditures so far for the event. Currently we need to ensure that at least 100 individuals come and help us celebrate [redacted] retirement. The tables/chairs have come in at a cost of \$305.00 dollars. In which if 100 people pay the \$12.00 then we have a budget of \$1200.00. The breakdown is as follows:

Tables/Chairs per a person cost:	\$3.05
Food/Misc. per-a-person:	\$8.95
Total cost per a person:	\$12.00

b6

Also, the food and misc. may run us less than \$895. Too include, any individuals over the initial 100 seats reserved (rented) will be standing and those funds will be provided to the Criminal ASAC for presentation to SA [redacted] as the office gift [redacted] noted a Visa Gift Card will be purchased).

Respectfully,

[redacted]  
Administrative Specialist - Management Analysis  
Atlanta Field Office



"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED



[redacted] (AT)(FBI)

From: [redacted] (AT)(FBI)  
Sent: Wednesday, November 28, 2012 4:16 PM  
To: [redacted] (AT) (FBI); [redacted] (AT) (FBI)  
Subject: FW: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

b6

Classification: UNCLASSIFIED  
=====

Hi Ladies,

Sorry for leaving you ladies out. Thanks [redacted] for reaching out to me, and [redacted] your assistance is appreciated also. Ladies if you can handle being hostesses, help with the set up the day before, and break down after the event I would really appreciate it. Also, on the Monday week prior to the event if you ladies can wrap the napkins and forks with red ribbon and place at each place setting it will help. I'll provide you with the forks, red napkins, and red ribbon the week of. We need at least 120 sets.

Respectfully,

[redacted]  
*Administrative Specialist - Management Analysis  
Atlanta Field Office*



*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

From: [redacted] (AT)(FBI)  
Sent: Wednesday, November 28, 2012 12:04 PM  
To: [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI)  
Cc: [redacted] (AT) (FBI)  
Subject: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
=====

Good afternoon,

**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

**Day of the event:** The following individuals please handle food prep and set up as noted below:

Drink Stations: Punch/Coffee/Water/Ice -

Vegetable Platters/Cheese Platters:

Fruit Platters/Pasta Salad:

Deserts/Rolls:

Swedish meatballs/Chicken:

Pigs-n-a-blanket:

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext.

*Respectfully,*

Administrative Specialist - Management Analysis  
Atlanta Field Office



*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

[redacted] (AT)(FBI)

b6

From: [redacted] (AT)(FBI)  
Sent: Wednesday, November 28, 2012 4:09 PM  
To: [redacted] (AT)(FBI)  
Subject: RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
=====

Hi [redacted]

This is pushing it because in order for us to break even with this event we would at least need to get 100 people to pay \$12 which would net \$1200. Minus the cost of the tables would amount to \$895 dollars for food and etc. This should be ample enough funds. The main thing is we need to get a hundred people to commit, any number over this is surplus.

Food per a person: \$8.95  
Tables/chairs per person: \$3.05  
Total per a person: \$12.00

Respectfully,

[redacted]  
*Administrative Specialist - Management Analysis*  
*Atlanta Field Office*



*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

From: [redacted] (AT)(FBI)  
Sent: Wednesday, November 28, 2012 4:04 PM  
To: [redacted] (AT)(FBI)  
Subject: RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

b6

Classification: UNCLASSIFIED  
=====

Hola [redacted]

Table guy came in at \$305 bucks.  
We good with our \$12 clams each?  
I will be able to help get the tables off the elevator when they show  
Up that day.

b6

I will pay for the tables if we are good.

Flyer looks good!

From: [redacted] (AT)(FBI)  
Sent: Wednesday, November 28, 2012 12:04 PM  
To: [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
Cc: [redacted] (AT) (FBI)  
Subject: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED

Good afternoon,

SA [redacted] provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

b6

1. Create an RSVP list (for formal invitations to be mailed too.) -- [redacted]  
(provide to [redacted])
2. Create retirement program - [redacted]
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [redacted] (forward to [redacted])
4. Obtain some photos of your nieces & etc. - [redacted] (forward to [redacted])  
[redacted]
5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [redacted]
6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career. - [redacted]

*Administrative Specialist - Management Analysis*

*Atlanta Field Office*



<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

[redacted] (AT)(FBI)

b6

**From:** [redacted] (AT) (FBI)  
**Sent:** Wednesday, November 28, 2012 4:04 PM  
**To:** [redacted] (AT)(FBI)  
**Subject:** RE: [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
=====

Hola [redacted]

Table guy came in at \$305 bucks.  
We good with our \$12 clams each?  
I will be able to help get the tables off the elevator when they show  
Up that day.

I will pay for the tables if we are good.

Flyer looks good!

**From:** [redacted] (AT)(FBI)  
**Sent:** Wednesday, November 28, 2012 12:04 PM  
**To:** [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI);  
[redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI);  
[redacted] (AT)(FBI); [redacted] (AT) (FBI); [redacted] (AT)(FBI)  
**Cc:** [redacted] (AT) (FBI)  
**Subject:** [redacted] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA --- UNCLASSIFIED

Classification: UNCLASSIFIED  
=====

Good afternoon,

SA [redacted] provided me your names regarding you have agreed to assist with<sup>b6</sup> handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

1. Create an RSVP list (for formal invitations to be mailed too.) -- [redacted]  
(provide to [redacted])
2. Create retirement program - [redacted]


3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [ ] (forward to [ ])
4. Obtain some photos of your nieces & etc. - [ ] (forward to [ ])
5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [ ]
6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career. - [ ]
7. Request your supervisor's throughout your bureau career to write a letter congratulating you on your retirement - [ ]
8. Request ASAC Criminal write a retirement congratulation letter - [ ]
9. Request SAC write a retirement congratulation letter. - [ ]
10. Ask [ ] to photograph the event. (Dec. 13, 2012 @ 1:30 p.m. - 4:30 p.m.) - [ ]
11. Obtain podium w/seal to transport to seventh floor - [ ]
12. Obtain four easels from supply, and photo lab make posters: [ ] (Get with me regarding the poster information)
13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from Party City: [ ] Obtain funds from money collected: keep receipt)
14. Purchase food from Sam's for event on Wednesday at 12noon - committee members (will provide list)
15. Wrap fork in napkin with red tie and place one at each table setting: committee members

**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

**Day of the event:** The following individuals please handle food prep and set up as noted below:

Drink Stations: Punch/Coffee/Water/Ice - [ ]  
Vegetable Platters/Cheese Platters: [ ]  
Fruit Platters/Pasta Salad: [ ]  
Deserts/Rolls: [ ]  
Swedish meatballs/Chicken: [ ]

Pigs-n-a-blanket: 

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext. 

*Respectfully,*



*Administrative Specialist - Management Analysis  
Atlanta Field Office*



<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED



[REDACTED] (AT)(FBI)

From: [REDACTED] (AT)(FBI)  
 Sent: Wednesday, November 28, 2012 1:46 PM  
 To: AT-All  
 Subject: FW: [REDACTED] RETIREMENT CELEBRATION --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

From: [REDACTED] (AT) (FBI)  
 Sent: Wednesday, November 28, 2012 1:25 PM  
 To: [REDACTED] (AT)(FBI)  
 Subject: [REDACTED] RETIREMENT CELEBRATION --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====



[REDACTED]  
 rementflyer.d

[REDACTED] *Operations Support Technician*

*Public Corruption*

*Atlanta Division*

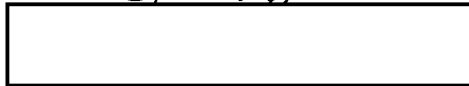
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 Classification: UNCLASSIFIED

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 'Classification: UNCLASSIFIED



*You are cordially invited to attend the retirement celebration for*

*Special Agent*



b6

*When: Thursday, December 13, 2012*

*2:00 pm – 4:00 pm*

*Where: 2800 Century Parkway NE,*

*7<sup>th</sup> floor*

*Atlanta, Ga 30345*

*Cost: \$12*

*Please join us in roasting (oops) toasting [redacted] twenty-five year career and to her new life in retirement.*

*Hors d'oeuvres and beverages will be provided.*

*Her official last day is December 31, 2012.*

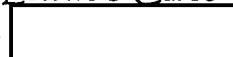
*Please RSVP, to [redacted] by December 10th, [redacted] and let us know if you would like to present, roast, or toast to this occasion.*

b6



*Congratulatory Letters & Cards*

*Please send to:*



*Federal Bureau of Investigation,*

*Atlanta Division*

*2635 Century Parkway, NE,*

*Atlanta, Georgia, 30345*

[REDACTED] (AT)(FBI)

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Wednesday, November 28, 2012 12:04 PM  
**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
[REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI);  
**Cc:** [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI)  
**Subject:** [REDACTED] RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA ---  
UNCLASSIFIED

Classification: UNCLASSIFIED

=====

Good afternoon,

SA [REDACTED] provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

1. Create an RSVP list (for formal invitations to be mailed too.) -- [REDACTED]  
(provide to [REDACTED])
2. Create retirement program - [REDACTED]
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [REDACTED] (forward to [REDACTED])
4. Obtain some photos of your nieces & etc. - [REDACTED] (forward to [REDACTED])  
[REDACTED]
5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [REDACTED]
6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career. - [REDACTED]
7. Request your supervisor's throughout your bureau career to write a letter congratulating you on your retirement - [REDACTED]
8. Request ASAC Criminal write a retirement congratulation letter - [REDACTED]
9. Request SAC write a retirement congratulation letter. - [REDACTED]

10. Ask [ ] to photograph the event. (Dec. 13, 2012 @ 1:30 p.m. - 4:30 p.m.) - [ ]

11. Obtain podium w/seal to transport to seventh floor - [ ]

12: Obtain four easels from supply, and photo lab make posters: [ ] (Get with me regarding the poster information)

13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from Party City: [ ] (Obtain funds from money collected: keep receipt)

14. Purchase food from Sam's for event on Wednesday at 12noon - committee members (will provide list)

15. Wrap fork in napkin with red tie and place one at each table setting: committee members

**Day before the event:** Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

**Day of the event:** The following individuals please handle food prep and set up as noted below:

Drink Stations: Punch/Coffee/Water/Ice - [ ]

Vegetable Platters/Cheese Platters: [ ]

Fruit Platters/Pasta Salad: [ ]

Deserts/Rolls: [ ]

Swedish meatballs/Chicken: [ ]

Pigs-n-a-blanket: [ ]

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext. [ ]

*Respectfully,*

[ ]  
Administrative Specialist - Management Analysis  
Atlanta Field Office



*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

=====

Classification: UNCLASSIFIED

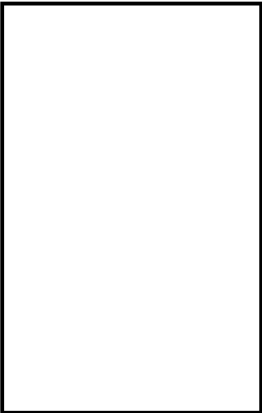
[REDACTED] (AT)(FBI)

**From:** [REDACTED] (AT) (FBI)  
**Sent:** Wednesday, November 28, 2012 11:22 AM  
**To:** [REDACTED] (AT)(FBI)  
**Subject:** RE: TABLES & CHAIRS FOR RETIREMENT CELEBRATION --- UNCLASSIFIED

Classification: UNCLASSIFIED  
=====

I couldn't find your original email

Have these people help you



**From:** [REDACTED] (AT)(FBI)  
**Sent:** Monday, November 26, 2012 11:04 AM  
**To:** [REDACTED] (AT) (FBI)  
**Cc:** [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI)  
**Subject:** TABLES & CHAIRS FOR RETIREMENT CELEBRATION --- UNCLASSIFIED

Classification: UNCLASSIFIED  
=====

Hi [REDACTED]

First thanks for agreeing to help with [REDACTED] retirement celebration. As discussed the following represents the rental needs.

1. 10 60" Round tables
2. 7 Oblong tables
3. 110 Black folding chairs
4. Delivery and pick-up of these items is appreciated.

*Respectfully,*

[REDACTED]

*Administrative Specialist - Management Analysis*

*Atlanta Field Office*



<< OLE Object: Picture (Device Independent Bitmap) >>

*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

=====  
Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

From: [REDACTED] (AT)(FBI)  
 Sent: Monday, November 26, 2012 11:04 AM  
 To: [REDACTED] (AT) (FBI)  
 Cc: [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI); [REDACTED] (AT) (FBI)  
 Subject: TABLES & CHAIRS FOR RETIREMENT CELEBRATION --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

Hi [REDACTED]

First thanks for agreeing to help with [REDACTED] retirement celebration. As discussed the following represents the rental needs.

1. 10 60" Round tables
2. 7 Oblong tables
3. 110 Black folding chairs
4. Delivery and pick-up of these items is appreciated.

*Respectfully,*

[REDACTED]  
 Administrative Specialist - Management Analysis  
 Atlanta Field Office



*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

=====  
 Classification: UNCLASSIFIED



[redacted] (AT)(FBI)

b6

From: [redacted] (AT)(FBI)  
Sent: Monday, November 26, 2012 11:01 AM  
To: [redacted] (AT) (FBI)  
Subject: FW: [redacted] luncheon --- UNCLASSIFIED

Classification: UNCLASSIFIED  
=====

FYI

*Respectfully,*

[redacted]  
*Administrative Specialist - Management Analysis  
Atlanta Field Office*



*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

From: [redacted] (AT)(FBI)  
Sent: Monday, November 26, 2012 11:00 AM  
To: [redacted] (AT) (FBI)  
Cc: [redacted] (AT) (FBI); [redacted] (AT) (FBI)  
Subject: RE: [redacted] luncheon --- UNCLASSIFIED

b6

Classification: UNCLASSIFIED  
=====

Hi [redacted]

As discussed earlier the cost will be \$15 a person. Also, [redacted] has suggested the following menu:

1. Swedish Meatballs
2. Pigs-in-a-blanket
3. Chicken drummetts
4. Vegetable Tray & Dip
5. Cheese Tray
6. Fruit Tray

7. Assorted Petite cheese cakes & cookies
8. Punch & Water
9. Crackers
10. Petite croissants'
11. Pasta salad

Paper Goods from Party City

1. Silver Plates, & cups
2. Black napkins, & forks

*Respectfully,*

[Redacted]

*Administrative Specialist - Management Analysis  
Atlanta Field Office*

[Redacted]



*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

**From:** [Redacted] (AT) (FBI)  
**Sent:** Monday, November 26, 2012 9:05 AM  
**To:** [Redacted] (AT)(FBI)  
**Subject:** [Redacted] luncheon --- UNCLASSIFIED

Classification: UNCLASSIFIED

=====

Hola chica.

[Redacted] asked me to MC her retirement luncheon so I have to be on my toes.

She mentioned you will be providing the food so that should be good!  
 If you know how much the food will be or a final cost per person, if you  
 Could let me know as I am trying to figure out how much to charge.  
 Would like to give her a gift card with left-over cash-ola as a send-off.

If you need any help, let me know.  
 I am working on her Power Point now.

Peace kiddo.



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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

From: [REDACTED] (AT) (FBI)  
 Sent: Monday, November 19, 2012 10:53 AM  
 To: [REDACTED] (AT)(FBI)  
 Cc: [REDACTED] (AT)(FBI)  
 Subject: FW: [REDACTED] RETIREMENT CELEBRATION --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

[REDACTED]  
*The Intel Branch party is scheduled on the same date. I hope one or the other can be changed because I would love to attend both. I'm sure that there are many in my shoes.*

*Thanks,*

[REDACTED]  
 Supervisory Foreign Language Program Coordinator  
 Atlanta Division

[REDACTED]  
Translation Request Form  
Atlanta Foreign Language Program  
Language Services Section (FBIHQ)

From: [REDACTED] (AT)(FBI)  
 Sent: Friday, November 16, 2012 9:41 AM  
 To: AT-All  
 Subject: FW: [REDACTED] RETIREMENT CELEBRATION --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

Classification: UNCLASSIFIED  
 =====

Good morning Atlanta Field Office,

After more than 25 years of service, Special Agent (SA) [REDACTED] has decided to stop chasing boys. LOL!!! That is bad boys. LOL!! In doing so, she's requesting your presence at her retirement celebration, Thursday, December 13, 2012 @ 1:00 p.m. Additional information is forthcoming at a later date, but this is a "SAVE THE DATE" email personally requesting the Atlanta Division's help in sending SA [REDACTED] off with a fun filled farewell.

We look forward to your presence and support on this day honoring an extremely special lady.

*Respectfully,*

[Redacted Signature]

*Administrative Specialist - Management Analysis*

*Atlanta Field Office*

[Redacted Address]



*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Friday, November 16, 2012 10:19 AM  
**To:** [REDACTED] (AT)(FBI)  
**Subject:** FW: [REDACTED] RETIREMENT CELEBRATION --- UNCLASSIFIED

Classification: UNCLASSIFIED  
=====

Love it! [REDACTED]

**From:** [REDACTED] (AT)(FBI)  
**Sent:** Friday, November 16, 2012 9:41 AM  
**To:** AT-All  
**Subject:** FW: [REDACTED] RETIREMENT CELEBRATION --- UNCLASSIFIED

Classification: UNCLASSIFIED  
=====

Classification: UNCLASSIFIED  
=====

Good morning Atlanta Field Office,

After more than 25 years of service, Special Agent (SA) [REDACTED] has decided to stop chasing boys. LOL!!! That is bad boys. LOL!! In doing so, she's requesting your presence at her retirement celebration, Thursday, December 13, 2012 @ 1:00 p.m. Additional information is forthcoming at a later date, but this is a "SAVE THE DATE" email personally requesting the Atlanta Division's help in sending SA [REDACTED] off with a fun filled farewell. We look forward to your presence and support on this day honoring an extremely special lady.

*Respectfully,*

[REDACTED]  
*Administrative Specialist - Management Analysis  
Atlanta Field Office*



*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

From: [REDACTED] (AT)(FBI)  
 Sent: Friday, November 16, 2012 9:41 AM  
 To: AT-All  
 Subject: FW: [REDACTED] RETIREMENT CELEBRATION --- UNCLASSIFIED

Classification: UNCLASSIFIED  
 =====

Classification: UNCLASSIFIED  
 =====

Good morning Atlanta Field Office,

After more than 25 years of service, Special Agent (SA) [REDACTED] has decided to stop chasing boys. LOL!!! That is bad boys. LOL!! In doing so, she's requesting your presence at her retirement celebration, Thursday, December 13, 2012 @ 1:00 p.m. Additional information is forthcoming at a later date, but this is a "SAVE THE DATE" email personally requesting the Atlanta Division's help in sending SA [REDACTED] off with a fun filled farewell. We look forward to your presence and support on this day honoring an extremely special lady.

*Respectfully,*

[REDACTED]  
 Administrative Specialist - Management Analysis  
 Atlanta Field Office



*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

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 Classification: UNCLASSIFIED



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Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

From: [REDACTED] (AT)(FBI)  
Sent: Friday, November 16, 2012 9:38 AM  
To: [REDACTED] (AT)(FBI)  
Subject: [REDACTED] RETIREMENT CELEBRATION --- UNCLASSIFIED

b6

Classification: UNCLASSIFIED  
=====

Good morning [REDACTED]  
Can you please send this to AT-ALL. Thanks, [REDACTED]

Good afternoon Atlanta Field Office,

After more than 25 years of service, Special Agent (SA) [REDACTED] has decided to stop chasing boys. LOL!!! That is bad boys. LOL!! In doing so, she's requesting your presence at her retirement celebration, Thursday, December 13, 2012 @ 1:00 p.m. Additional information is forthcoming at a later date, but this is a "SAVE THE DATE" email personally requesting the Atlanta Division's help in sending SA [REDACTED] off with a fun filled farewell. We look forward to your presence and support on this day honoring an extremely special lady.

Respectfully,

[REDACTED]  
Administrative Specialist - Management Analysis  
Atlanta Field Office



"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

=====

Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

From: [REDACTED] (AT)(FBI)  
Sent: Wednesday, November 14, 2012 2:28 PM  
To: [REDACTED] (AT) (FBI)  
Subject: RETIREMENT CELEBRATION --- UNCLASSIFIED

Classification: UNCLASSIFIED

=====

Hi [REDACTED]

Please list individuals to assist with your celebration.

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.

(Note: Asterisks represents these individuals were part of various retirement committees. It would not have been a success without the dedication and help of these young ladies along with the others.)

Also please review the list below and let me know what items you would like included in your celebration. Those with your name besides them will be handled by you, and the others the committee will handle.

1. Create an RSVP list (for formal invitations to be mailed too.) -- [REDACTED]
2. Souvenir booklet - Committee
3. Family pictures of you (family photos with her sisters/brothers and mother/father) - [REDACTED]
4. Obtain some photos of your nieces & etc. - [REDACTED]
5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - [REDACTED]
6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career. - [REDACTED]

7. Request your supervisor's throughout your bureau career to write a letter congratulating you on your retirement (to be included in the souvenir booklet)- [REDACTED]
8. Request ASAC Criminal write a retirement congratulation letter - [REDACTED]
9. Request SAC write a retirement congratulation letter. - [REDACTED]
10. Provide a picture (if you want a picture) of you to my email via [REDACTED] (Will be placed on the flyer, front of the souvenir booklet and on the retirement cake). - [REDACTED]
11. Ask [REDACTED] to photograph the event. (Dec. 13, 2012 @ 12:00) - [REDACTED]
12. Create/Send all employee retirement announcement to [REDACTED] for submitting to "AT-ALL" - [REDACTED]
13. Create retirement program - [REDACTED]

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext [REDACTED]

*Respectfully,*

[REDACTED]

*Administrative Specialist - Management Analysis  
Atlanta Field Office*

[REDACTED]



*"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell*

=====  
Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

**From:** [REDACTED] (AT) (FBI)  
**Sent:** Friday, November 09, 2012 3:36 PM  
**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI)  
**Subject:** RE: Room in AT&T building --- UNCLASSIFIED

Classification: UNCLASSIFIED

=====

Thank you- I need to finalize the date because people will scheduling squad parties.



**From:** [REDACTED] (AT) (FBI)  
**Sent:** Friday, November 09, 2012 10:50 AM  
**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI)  
**Subject:** Room in AT&T building --- UNCLASSIFIED

Classification: UNCLASSIFIED

=====

Per ☐ at Highwoods, he will have to check and see if the room is available, they have a lot of construction going on, if that room is not available, he will try to find you a room.

*Thanks*

[REDACTED]  
*Jamonne S. Specialist (Records Management)*

=====  
 Classification: UNCLASSIFIED

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=====  
 Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

**From:** [REDACTED] (AT) (FBI)  
**Sent:** Friday, November 09, 2012 10:50 AM  
**To:** [REDACTED] (AT) (FBI); [REDACTED] (AT)(FBI)  
**Subject:** Room in AT&T building --- UNCLASSIFIED

Classification: UNCLASSIFIED

=====

Per [REDACTED] at Highwoods, he will have to check and see if the room is available, they have a lot of construction going on, if that room is not available, he will try to find you a room.

*Thanks*

[REDACTED]  
*Administrative Specialist (Records Management)*

[REDACTED]

=====

Classification: UNCLASSIFIED

[REDACTED] (AT)(FBI)

From: [REDACTED] (AT)(FBI)  
Sent: Tuesday, November 06, 2012 4:03 PM  
To: [REDACTED] (AT) (FBI)  
Subject: SAVE-THE-DATE ATLANTA ALL EMAIL --- UNCLASSIFIED

Classification: UNCLASSIFIED  
=====

Hey [REDACTED]

Please read the below "Save-The-Date" announcement regarding your retirement celebration. Edit if needed and forward back to me for submission to ASAC Secretary to send to "AT-ALL".

Good afternoon Atlanta Field Office,

After more than 25 years of service, Special Agent (SA) [REDACTED] has decided to stop chasing boys. LOL!!! That is bad boys. LOL!! In doing so, she's requesting your presence at her retirement celebration, Thursday, December 13, 2012 @ 1:00 p.m. Additional information is forthcoming at a later date, but this is a "SAVE THE DATE" email personally requesting the Atlanta Division's help in sending SA [REDACTED] off with a fun filled farewell. We look forward to your presence and support on this day honoring an extremely special lady.

*Respectfully,*

[REDACTED]  
*Administrative Specialist - Management Analysis  
Atlanta Field Office*