

Message

From: Munoz, Charles [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=AE303B61FC23433E89C844D7842C9626-MUNOZ, CHAR]
Sent: 9/23/2017 1:25:50 AM
To: Harlow, David [dharlow@hunton.com]
Subject: Re: Offer and acceptance: Position with OAR

David,

I'm glad everything got wrapped up today. If there's anything I can assist with in between now and your start date please let me know. If not, I look forward to meeting you on the 2nd.

Charles Munoz
White House Liaison

> On Sep 22, 2017, at 8:25 PM, Harlow, David <dharlow@hunton.com> wrote:

>

> Charles,

>

> This is just to let you know -- although you may already be aware -- that I received a phone call earlier today from Howard Bennett, Executive Resources Staff, Office of Human Resources, presenting a formal offer of employment to serve as Senior Counsel to the Assistant Administrator. I, of course, accepted the offer at that time.

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> Per Howard's instruction, I will be making arrangements to be drug tested at the beginning of next week. Thereafter (consistent with what you'd previously told me), I've been directed by the follow-on letter I received from Howard to report to EPA HQ on Monday, October 2, 2017 at 8:30 a.m. for employee orientation.

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> In the meantime, I will be getting back in contact with Justina Fugh in order to put into motion the financial disclosure and other required processes.

>

> I look forward to meeting you and getting to work. I thank you for all the good and prompt assistance you've provided me throughout this time.

>

> David Harlow