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Federal Aviation Administration

Memorandum

Date: February 13, 2007
From: Operations Supervisor, CCR ATCT
To: Jeffrey Lewis,
Subject: Record of Conversation

The purpose of this memorandum is to document our attempt to formally interview you regarding allegations that you made racially derogatory remarks in the work area.

You were advised this was a formal investigation, no determination had been made, and this was your opportunity to recount the alleged events and answer specific questions pertaining to the incident. You were reminded of your representation entitlement and were accompanied by FACREP, Bill Marks.

I asked if you had used any racial slurs in the facility during the weekend of January 20, 2007. You replied with several questions of your own. I advised you that you were not here to interview the process and restated it was your opportunity to give your side of the story. You then said you did not make any racially derogatory remarks and the allegations contained in the Hotline Complaint and witness statements were false and you wanted to know who made them.

You stated that you spoke with HR Representative, Gwen Marshall and was advised you were entitled to a third party interview because you felt that your supervisors were bias against you and could not conduct an impartial interview. The meeting was terminated due to your argumentative nature and refusal to answer questions posed to you.

After consulting with Gwen Marshall, she contradicted your assertion of the guidance she gave you. Nevertheless, a third party interview was arranged as follows: You are directed to report to Livermore Tower on February 20, 2007 at 1:00 PM to be interviewed by SFO Support Manager, Frank Ferrera. You are entitled to Union Representation, since this investigation may result in disciplinary action. You are directed to answer all questions associated with the investigation. Failure to fully cooperate during this process is a be a violation of ER-4.1, STANDARDS OF CONDUCT, 9.a., reference GIVING STATEMENTS AND/OR TESTIMONY to any supervisor or DOT official.

A handwritten signature in black ink, appearing to read "Patricia Hardy".

Patricia Hardy

Acknowledge receipt _____ Date: _____



Exhibit 24

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