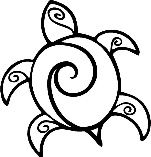
Striving For A Healthy Gulf Coast

Gulf Regional Water Clean-Up Agency

Arlene Perez, CEO

Gulf Regional Water Clean-Up Agency

Welcome Companies, you have been contracted to help in the clean-up of the oil spill that has occurred in the Gulf Coast near the Texas-Louisiana border. There are a few things that I will need for you to turn in to me so that I can keep them in my records in Human Resources.

* An Official letter Head for your Company with the Company name and Logo
* Members of your team and Titles
* Investigate 3 previous oil spills that occurred in the gulf and report to me on what impact the spills had on the region, such as wildlife impact, human impact, financial impact and the lasting effect the spill had on the region.
* You will also have to report to me on a presentation format ways that other companies did to help clean up the spills and how you think you may have to clean up an oil spill as well as everything mentioned above.

The letter head with team information needs to be emailed to me by Friday, 1/8/16.

On Tuesday 1/12/16, your CEO or appointed presenter will be presenting to me the researched information.

Thank you for your Assistance

Ms. A. Perez.