

ERA12MA122

Human Performance Factual Report

Attachment 2

Emails Documenting the Pilot's Recent Activities

(3 pages)

Hoke Smith

From: Hoke Smith
Sent: Sunday, December 25, 2011 2:36 AM
To: Rita Adkins
Cc: SK_Passdown
Subject: Re: Passdown Christmas Eve 1300-1900

No updates
Merry Christmas

Sent from my iPhone

On Dec 24, 2011, at 6:56 PM, "Rita Adkins" <[REDACTED]> wrote:

No updates.

Rita Adkins

Charter Scheduler

SK JETS ~ www.sk-jets.com

Phone: [REDACTED] / Toll Free: [REDACTED]
[REDACTED]

ARG/US Platinum and IS-BAO Registered

Please be sure that all emails regarding trip quotations or scheduling are sent to [REDACTED]. Thank you!!

From: Jennifer McKeen
Sent: Saturday, December 24, 2011 1:18 PM
To: SK_Passdown
Subject: Passdown Christmas Eve 1300

[REDACTED]

Please ask anyone who comes to the hangar this weekend to water the tree and poinsettias.

[REDACTED]

Rotation:

Rotation:
LM/AJ – 531SK
DC/DF- 139SK
JD/DL
Tom – Driver

Merry Christmas!!

Jennifer McKeen
Director of Charter

Hoke Smith

From: Hoke Smith
Sent: Sunday, December 25, 2011 12:51 PM
To: Leigh McIntosh

Leigh,

I have put \$300 cash on your desk. This is intended as a permanent cash advance that will be replenished by you turning in an expense report with cash receipts and/or personal credit card receipts. The 300 is experimental. It may need to be more. This is a system I worked under for many years., it worked then.

Let me know what you think. Objective is to keep control of cost and make sure Employees are not having to use any of their money. The company credit card has become unmanageable.

Merry Christmas,

HOKE

E. Hoke Smith

President, CEO

P. [REDACTED]

M. [REDACTED]

T.F. [REDACTED]



(click)

Expertise, Efficiency, Execution

Hoke Smith

From: Hoke Smith
Sent: Sunday, December 25, 2011 12:52 PM
To: Rita Adkins; SK_Passdown
Subject: RE: Passdown Christmas Eve 1300-1900

Plants and trees are watered.

Thanks,
Hoke

From: Rita Adkins
Sent: Saturday, December 24, 2011 6:57 PM
To: SK_Passdown
Subject: Passdown Christmas Eve 1300-1900

No updates.

Rita Adkins

Charter Scheduler

SK JETS ~ www.sk-jets.com

Phone: [REDACTED] / Toll Free: [REDACTED]

ARG/US Platinum and IS-BAO Registered

Please be sure that all emails regarding trip quotations or scheduling are sent to [REDACTED]. Thank you!!

From: Jennifer McKeen
Sent: Saturday, December 24, 2011 1:18 PM
To: SK_Passdown
Subject: Passdown Christmas Eve 1300

[REDACTED]

Please ask anyone who comes to the hangar this weekend to water the tree and poinsettias.

[REDACTED]

Rotation:

Rotation:
LM/AJ – 531SK
DC/DF- 139SK
JD/DL
Tom – Driver

Merry Christmas!!

Jennifer McKeen
Director of Charter