

U.S. Department of Energy

OAK RIDGE OFFICE

ANNOUNCEMENT

3950

October 7, 2005

SUBJECT: COMBINED FEDERAL CAMPAIGN - BASKET AUCTION

As part of the Combined Federal Campaign, the Human Resources Division is sponsoring the second annual basket auction on October 26, 2005, in support of the United Way. We hope that each ORO organization and/or special emphasis group will participate!

You will need to choose a theme for your basket and fill it with items related to that theme. Feel free to choose any theme you think others might be willing to purchase at the auction. BE CREATIVE! Following are a few ideas to get you started:

- Create a "Chocolate Lovers" basket filled with lots of scrumptious candies, cookies, and such
- Consider a "Tailgate Party" basket filled with picnic supplies
- Last year, the "Fall Theme" basket was a big hit
- Fill a "How 'bout those Vols" basket with lots of UT Football themed items
- Create a "Movie Night" basket with popcorn, movie tickets, and DVDs, snacks, etc.
- How about a nice "Pamper Yourself" basket filled with candles, bath oils, salts, and lotions?
- What family wouldn't appreciate a "Let's Go Out to Eat" basket filled with restaurant gift certificates?
- Consider a "Cook's Kitchen" basket filled with cookbooks, utensils, pot holders, etc.
- Be creative – come up with a theme that will make your basket bring in the highest bid!

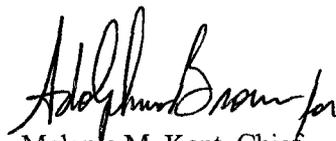
This is an easy, inexpensive project that can involve all employees. If each employee in participating organizations brings in one item, no matter how large or small, a basket can be filled easily. Your organization's basket might just be the top selling basket of the auction!

Holiday shoppers, if you hate to fight the crowds, these baskets make fabulous gifts!

The basket auction will be held at the close-out of the Combined Federal Campaign. Baskets will be displayed in the lobby of the Federal Building the day before the auction to assure that all employees have an opportunity to select their favorite basket and plan their bidding strategies. Refer to the attachment for additional details.

Key Workers from organizations or groups planning to participate are asked to notify Lisa Bost, Federal Human Resources Branch, at 576-0130, so that we can plan appropriately for the number of baskets to be auctioned.

Your participation is appreciated!


Melanie M. Kent, Chief
Federal Human Resources Branch

Attachment

DISTRIBUTION: TO ALL ORO EMPLOYEES

No: 01