



"To Form a More Perfect Union"

The Oak Ridge Chapter
Federally Employed Women, Inc.

P.O. Box 4613 Oak Ridge, Tennessee 37831-4613

December 10, 2012

TO: All Federal Employees and Contract Employees:

SUBJECT: Winter Cell Phone Drive

Domestic violence affects a family every 15 seconds in the United States. The holidays are particularly difficult and violence can escalate with the trying economic times we face today. Donated cell phones can be set to provide 911 capabilities and can save a life.

The Federally Employed Women (FEW) will be collecting used cell phones in good working order, cell phone accessories, user's guides, and broken cell phones for recycling for the East Tennessee Family Services Domestic Violence Program.

Colorful collections "bags" will be located in buildings 545, 2714, 1916T2, 1916T2 Annex, and the Office of Scientific and Technical Information in the break rooms beginning December 11, 2012, through January 31, 2013. You may contact the program manager, Grace Lynch, at 865-241-0061 or email lynchgm@oro.doe.gov to make arrangements for pick-up instead of dropping them off in the bag.

The donated cell phones should have all personal information, pictures, music, and address books removed from the device by resetting them to the manufactures specifications. Instructions are located in user's manuals or online instructions through your service provider.

Any additional questions or concerns can be sent to Grace Lynch, FEW Vice President of Membership.

Grace Lynch

Vice President of Membership

Enclosure