



## MEMORANDUM

DATE: November 23, 2022  
TO: Natalie Levy-Dawes, Financial Controller  
FROM: David Whittaker – Managing Director  
CC: Capt. Jevan Brown – Regional Manager, Area 2  
SUBJECT: KFTL (Area 2) – Medical for Officers

23/Nov/22

A handwritten signature in blue ink, appearing to be 'David Whittaker', is written over the 'TO' and 'FROM' lines of the memorandum.

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Please prepare cheque to be encashed for **Fifteen Thousand Dollars (\$15,000.00)** for disbursement to the KFTL Location Manager, Shane Stephenson.

KFTL currently requires cash payment for medicals to be done for officers assigned at that location. In this instance, the medicals to be done will be for the following persons, and cost \$3,000 per person:

1. Teena-Gay Duckett
2. Yoki-Ann Taylor
3. Stacy-Ann Ebanks
4. Micheal-Ann Ashbourne
5. Delmar Shields

**Note: Amount does not include cheque encashment fee.**

*Attached: Supporting document(s)/ receipts (s)*