

KAMEHAMEHA SCHOOLS BERNICE PAUHI BISHOP ESTATE

LEGAL GROUP

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Confidential

MEMORANDUM

TO: Bobby Harmon, Risk, Insurance & Safety Manager
Risk Insurance Safety Dept.
Kamehameha Schools Bishop Estate

FROM: Louanne K. L. Kam, Senior Counsel & Risk Management Administrator,
Litigation & Risk Management Division
Kamehameha Schools Bishop Estate

DATE: October 31, 1996

RE: LG/Admin: PERS 9 Report: Failure to Adhere to Directives

The purpose of this memorandum is to reprimand you for failing to adhere to a directive. After the October 8, 1996 meeting with Marsh & McLennan, Ltd. and M & M Insurance Management Services, both Nathan Aipa and I charged you with the assignment of preparing a draft of letter or memorandum by Friday, October 25, 1996 detailing the brokerage and other support services you required of R. Sansone of Marsh & McLennan, Inc. for Nathan's and my review. Both Nathan and I had previously shared with you our concerns of changing from the flat fee arrangement to a time and expense arrangement. At our meeting of October 25, 1996, you requested additional time. It was agreed that the draft would be due on Monday, October 28, 1996.

I was shocked to read your letter of October 29, 1996 which was sent to Mr. Sansone and Mr. Lowe. This letter was not previously reviewed or approved by either Nathan or myself. This is a flagrant failure to follow clear and express directives from your supervisors and amounts to insubordination. Any further incident in which you fail to follow directives will be grounds for further disciplinary action including immediate termination.

LK:lk
cc: N. Aipa
Personnel Jacket



Bobby Harmon

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RECEIVED:

A handwritten signature in black ink, appearing to read "Bobby Harmon", written over a horizontal line.

Bobby Harmon

Date: 10/31/96