

8 March 2002

Mr. Khalid A. Elhassan
8205 Cooper Street
Alexandria, VA 22309

Dear Mr. Elhassan:

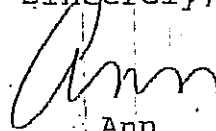
This letter is to confirm our recent telephone conversation concerning your interview appointments on 11-13 March 2002. Enclosed is our projected schedule, instruction sheet that outlines our processing procedures, and area maps for your appointments. Circumstances may require your interview schedule be changed.

Because of our scheduling requirements, if you are unable to keep these appointments, it could be a considerable length of time before new dates can be arranged. Therefore, it is most important that you make every effort to adhere to the schedule. Failure to keep these appointments without calling me in advance could result in the cancellation of your application. Upon the successful completion of your interview, you will be contacted to schedule additional processing appointments.

You are reminded to be discreet about your employment processing during any travel to Washington; you should not volunteer information about your employment prospects during casual conversations with strangers, vendors, taxi drivers, hotel employees, etc., with whom you have contact during your travel and stay in Washington.

Please feel free to call me on 800-336-6343 if you have any questions. Thank you for your patience with our procedures.

Sincerely,



Ann
Program Officer

Enclosures

INSTRUCTION SHEET
INTERVIEW AND TESTING APPOINTMENTS

Your interview and testing appointments have been scheduled to begin on 11 March 2002. The processing is very structured and will require your cooperation to complete your appointments. It is imperative that you arrive on time. Representatives from Human Resource Management will be available to guide and assist you and to provide individual instructions during your processing.

IT IS REQUIRED THAT YOU PROVIDE SOME FORM OF PICTURE IDENTIFICATION, PREFERABLY A DRIVER'S LICENSE.

You should report to the appointments as stated in the enclosed schedule no later than 15 minutes prior to your first appointment.