

INSTRUCTION SHEET
MEDICAL AND POLYGRAPH APPOINTMENTS

Your medical and polygraph appointments have been scheduled to begin on 13 May 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 the Office of Personnel will be available to guide and assist you during your visit to the area and to provide individual instructions during your processing.

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

LOCAL APPLICANTS must report to the Stafford Building, 1500 Westbranch Drive, McLean, Virginia (see enclosed map), the first day of processing no later than 6:45 am.

If, by the end of the first day of medical and polygraph appointments, you have not been advised of your schedule for the next day, please call the Office of Personnel representatives in the Operations Center, Tech I Building, at 938-3357 between 2:00 and 3:00 for that information.

PROHIBITED ITEMS:

Please leave cameras, cellular phones, pepper spray, mace, recording devices, floppy discs, pocket knives, and any other electronic devices at home or in your hotel.