

From: Executive Director
Sent: Monday, August 11, 2008 2:06 PM
To: +All HQ Employees
Subject: Building Update - August 11, 2008

DGS and their consultant LeCroix-Davis, along with our consultant Hygiene Technologies, will be conducting further investigation of the elevator shafts this evening and tomorrow evening, August 11 and 12, beginning at 6:00 p.m. Employee access to the elevators will be cut off each of those days between 6:00 p.m. and midnight. Please plan to leave the building by 5:30 p.m.

Thank you for your cooperation during this important investigation.