

# INSTITUTE FOR SECURITY TECHNOLOGY STUDIES

## DARTMOUTH COLLEGE

Office of the Director

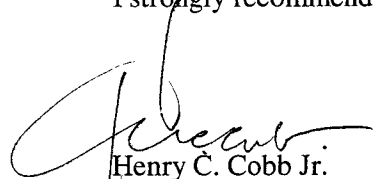
February 19, 2004

SUBJECT: Letter of Recommendation for Lyndon Scott

Dear Colleague,

The purpose of this letter is to provide an employment and character reference for Lyndon Scott, who has been responsible for several key administrative functions at the Institute for Security Technology Studies; a \$51 Million congressionally appropriated research facility at Dartmouth College. Lyndon had a multi-dimensional set of responsibilities that supported both the Director of the Institute (ISTS) and over 100 Dartmouth employees involved with nationally sensitive homeland security research and development. Lyndon developed several management models to control logistics, operations, and security for the Director's staff. In this regard, he designed and implemented web-based applications that supported simulations and exercises involving over 50 organizations from industry and the federal government. He created and managed many spread sheet tools. He demonstrated excellent proficiency in a suite of software tools with a special aptitude for HTML, Access and File Maker Pro. He developed a clear and comprehensive instruction manual for the operations of a multi-media conference room having video teleconferencing, audio conferencing and recording, and digital computer and video projection. He served as the single point of contact for greeting and "in processing" newly appointed individuals and he ensured that newly assigned personnel were properly educated on unique policies and procedures. He exceeded all performance standards.

Lyndon has a strong character. He is honest, straightforward, self-motivating and smart. He is goal oriented and seeks responsibility. He has tremendous potential and can adapt to various settings and demands. His strongest attribute is his rock solid integrity; he can be trusted with high value equipment, proprietary information, and completing every task correctly the first time. I strongly recommend Lyndon.



Henry C. Cobb Jr.  
Colonel US Army (Retired)  
Associate Director for Operations  
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