

August 28, 2007

The USAG has obtained new parking decals for NCI-Frederick employees to replace those previously issued that were not adhering to windshields. Please be advised that the new NCI-Frederick vehicle decals adhere to the **inside** of the windshield. This will protect the decal from inclement weather conditions. A USAG representative will be on-site this morning 8/28/07, and Thursday and Friday mornings of this week between the hours of 8:30 am to 11:30 am in Building 426 lunchroom. Employees may return the new NCI-Frederick decal or record the decal number and provide this information to the representative in order to obtain their new decal. NCI-Frederick employees should not remove the expiration date sticker when removing the NCI-Frederick decal from their windshield.

Those employees who were issued the temporary hanging decal may also obtain the permanent decal this week. Please make sure you have your Non-DoD Registration Form (signed by a Protective Services representative) and your valid state registration form, proof of insurance, and driver's license with you. The temporary hanging decal will need to be returned to Protective Services after receiving your permanent decal.

Starting next week, NCI-Frederick decals will be issued to those employees who currently possess DOD decals. Scheduling information will be forthcoming. For further information please call x1380 or x1092. Thank you for your patience.