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U.S. House of Representatives

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ONE HUNDRED NINTH CONGRESS

335 CANNON HOUSE OFFICE BUILDING

WASHINGTON, DC 20515

<http://veterans.house.gov>

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June 13, 2006

Dr. Leon A. Kappelman
University of North Texas
P.O. Box 305249
Denton, TX 76203

Dear Dr. Kappelman:

On Wednesday, June 22, 2006, the Committee on Veterans' Affairs will conduct an oversight hearing on the legal implications of the theft from a VA employee's home of personal data regarding millions of veterans, active duty military personnel, and spouses. The hearing will be held at 10:30 a.m. in room 334 Cannon House Office Building.

The Committee invites you or your designee to testify on the operational aspects of information technology as it applies to organizational management and data security. The Committee would also like you to share your views on the pros and cons of a centralized versus VA's IT decentralized organizational structure regarding information security.

Please limit your oral testimony to five minutes. The complete written statement will be made part of the hearing record. Confirmation of your appearance is requested by close of business, Friday, June 16, 2006, by calling (202) 225-9112.

Please submit 100 copies of your prepared testimony to Sheriè Grove, in room 335 Cannon House Office Building by close of business Monday, June 19, 2006. One copy of the testimony should be prepared according to the enclosed formatting instructions. Due to heightened security precautions, please note that all Congressional mail delivery is delayed and commercial delivery services are prohibited. Therefore, please contact our staff at (202) 225-3527 to make arrangements for a representative from your organization to hand deliver your testimony.

The rules of the House of Representatives establish requirements for witnesses who appear before a committee in a nongovernmental capacity. Accordingly, witnesses are to include in their written testimony a curriculum vitae and statements disclosing the amount and source (by agency and program) of any Federal grant or contract (relative to the subject matter of the testimony) received during the current or previous two fiscal

years by the witness or by the organization the witness represents. Pursuant to rule XI 2(k)(2) of the Rules of the House of Representatives, a copy of the Committee rules and clause 2 of rule XI is available upon request.

Please send electronic copies of the testimony in Word format, as well as a biographical sketch of the designated witness scheduled to testify to Sherie Grove at sherie.grove@mail.house.gov, and Deb Collier at dcollier@mail.house.gov. Witnesses are advised that the Committee will rely on electronic submissions for printing the official hearing record.

The Committee provides public access to its hearing statements on the Internet through the World Wide Web at the House of Representatives (<http://veterans.house.gov>) and the Library of Congress (<http://thomas.loc.gov>).

If you have questions concerning this, please ask your staff to contact Kingston Smith, Chief Counsel of the Committee, at (202) 225-3527.

Sincerely,



Steve Buyer
Chairman

SB:dc

Submission Requirements for Hearing Statements and Exhibits

As you prepare to testify before the Committee, please keep in mind the following submission requirements for the printing and electronic dissemination of hearing statements, written comments, and exhibits.

Electronic Version of Statement: The Committee requires witnesses to submit testimony electronically so that it may be made available to the public via the Committee website (<http://veterans.house.gov>) in a timely manner. **Please make your statement available to the Committee in Microsoft Word or text (ASCII) format, and send it as an attachment electronically to Sherie.Grove@mail.house.gov and DCollier@mail.house.gov. Please be advised your written statement will be available online through the Committee's web page immediately following the conclusion of the hearing.** You may notify us of any changes to your written statement up to the morning of the day of the hearing. This is not an official record of your testimony. The official hearing transcript will be made available electronically once submitted to GPO for printing.

Written Statement: Each statement presented to the Committee by a witness or any written statement or exhibit submitted for the record of a hearing must be in a form that is capable of being photocopied for printing ("camera ready") and should, therefore conform to the following guidelines. The Committee reserves the right not to include any statement or exhibit that is not submitted in the following form:

- For the printed hearing record, one copy of the statement and any accompanying exhibits for the printed hearing record should be prepared on **letter size paper** and **should not exceed a total of 10 pages**.
- The Committee may elect to retain exhibit materials or documents submitted for the record in Committee files instead of reproducing them in the hearing record. Therefore, any relevant material should be referenced and quoted in the written statement or paraphrased. Illegible exhibits cannot be printed.

Nongovernmental Witnesses: Witnesses who appear before a committee in a non-governmental capacity are to include with each copy of their written testimony a **curriculum vitae and statement disclosing the amount and source (by agency and program) of any Federal grant or contract (relevant to the subject matter of their testimony) received during the current or previous two fiscal years by the witness or by the organization the witness represents.**

