

~~February 16th Dinner Meeting~~
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Auditing Project Management

Presented by Rick Cummings, CISA

As noted in the previous newsletter, the Software Development Life Cycle (SDLC) must be supported by a development methodology, either systems or software, and that methodology is maintained and monitored through Project Management. Without Project Management, the SDLC and SDM do not provide the necessary controls over project deliverables and project quality.

Without sufficient management of project schedules, resources and technical performance projects can be a significant drain on the companies resources and funds with little or no added value.

By following the presentation guidelines recently adopted by the chapter, we will cover:

- ✓ **Inherent Risks of not implementing Project Management Principles (or ensuring that they are being practiced)**
- ✓ **Basic Principles - Project Management is an Evolution**
- ✓ **Auditing**
- ✓ **Where to Begin the Evolution of Change**
- ✓ **Question/Answer**

When: February 16, 2000

Where: Duba's, Grand Rapids

Program Coordinator and Presenter: Rick Cummings

3:00 5:00 CHAPTER BOARD MEETING

5:00 5:30 Social Hour / Registration

5:30 6:30 **Presentation: Auditing Project Management**

6:30 7:30 Dinner

Speakers Bio: Rick Cummings, CISA

Rick is currently a member of the Western Michigan ISACA Chapter Board and is employed with Jackson National Life Insurance Company, Lansing, Michigan as an Internal IT Audit Senior. After graduating from Western Michigan University with a BBA, Rick has accumulated 23 years experience in Audit, Accounting, Information Technology and Project Management. Prior to taking his current position at Jackson National in March of 1999, Rick was employed with NCR Corporation in Dayton, Ohio where he was IT Program Manager for the Professional Services Organization. In this capacity, Rick managed all IT related projects and systems with an operating budget of \$16 million, 8000+ internal customer base worldwide and deployment centers in France and Australia. During this time, Rick achieved his Master Certificate in Project Management from George Washington University and is currently working on his certification as a Project Management Professional (PMP). Rick is also currently active in the Michigan Capital Area chapter of the Project Management Institute.

Call John Blair and make your reservation today!! (616) 246-4730

OR e-mail him at jblair2@steelcase.com



Spring Seminar



Audit, Control & Security of Electronic Commerce

**** REMINDER ****

Western Michigan ISACA Chapter has engaged MIS to conduct their three-day seminar into an intensive two-day seminar. The Seminar will focus on content that will alert you to the critical risks in electronic commerce environments and provide you with proven controls and procedures for minimizing them. We will explore the design and implementation of effective internal controls systems, and learn how to conduct EC risk assessments, security reviews, and in-depth audits. We will cover the legal implications of electronic commerce, including trading partner agreements, privacy issues, and digital copyrights. You will leave this seminar with a clear picture of the high-profile role you can play in ensuring your organization's EC implementation is effective, efficient, and secure.

Attendees will receive a diskette with sample EDI and EC audit review programs.

Advantages to attending Western Michigan Chapter Seminar?

- Two days of intense lecture and questions – no time wasting group exercises or break outs
- Starts on Tuesday (no Monday blues) and ends Wednesday (no Friday distractions)
- Price breaks for multiple attendees from Same Company and Professional Memberships
- Lunch will be provided on site
- Only two days – Less backup of work at the office (it seems to never goes away, even when you do!)
- Professional and Quality presentation from MIS Training Institute

Dates:

When: Tuesday April 25,2000 and Wednesday April 26,2000

Where: National City Bank, Kalamazoo, Michigan

Cost: \$250 for ISACA members

\$250 each for 3 attendees from the same company

\$275 for Members of IIA, AITP, AICPA CISSP & Other Professional Associations

\$300 for non-members

CPE'S: 15 CPE credits

**An Official Reservation Form Will Be Mailed By Mid
February**

**Or pick one up at the February Dinner Meeting
Reservations will be accepted through April 14,
2000**



As seen in the media . . .

A rather UN-scientific approach to finding meaningful information from the “gigatons” of electronic and printed material that intrudes into our lives . . . and occasionally worthy of dropping a copy onto a co-worker’s or manager’s desk! Here are some of the latest “discoveries” . . .



“Tracking a tax equation”

★★★

PCWeek, January 3, 2000, pp. 1, 18

- ⇒ *E-commerce* is taking on another potentially lucrative function. Taxware International, Inc. is developing software for companies selling on the Internet that will tabulate sales taxes for anyone in the U.S., and automatically report them to the proper authority. Considering that our beloved state of Michigan plans to include a question on it’s form 1040 this year about purchases made out-of-state, **including** those made on-line, this is something you should keep in mind before your next *e-commerce* review. www.pcweek.com

“New Fears Day”

★★★★

Frankly Speaking, ComputerWorld, January 3rd, 2000 issue, pg. 122

- ⇒ With Y2K efforts in post-mortem phase, IT industry watchers are taking their “crack” at what to expect in the year 2000. Frank Hayes has hit on one that bears some particular attention — **UCITA!** Never heard of it, you say? You better! The Uniform Computer Information Transactions Act has been in development for almost 10 years, and, once enacted, will apply to contracts to (1) license and purchase software; (2) create computer programs and computer games; (3) gain online access to databases, and (4) distribute information over the Internet. (Has it got your attention now?) It will also apply to the sale of a diskette containing computer information. It is not currently a law anywhere in the U.S., but once it is, as Mr. Hayes notes, “. . . everything *you* install needs custom negotiation.” A quick *Mamma* web search produced four pages of sites either in favor of or against UCITA. I already have a file folder ½” thick, and I’m not too fond of what I’ve found. This one will be around for awhile, folks, so tune in and get informed early!
- ⇒ A FAQ site about UCITA www.computerworld.com
www.crblaw.com/ifaq/ucita.htm

“THE ENTERPRISE OF THE 21ST CENTURY”

★★

Knowledge Management, January, 2000

- ⇒ *Knowledge Management* tends to be on the forefront/fringe of upcoming technology ideas, depending upon your viewpoint, and this month’s “Special Report” issue is right out there! Its focus is “Seven technology-fueled trends will change the shape of organizations in the Knowledge Age”. Complete with their own individual custom icons, *KM* discusses *The Extended Enterprise*, *Value Creation*, *Net Sales Models*, *The Dynamic Organization*, *Strategic IT Architecture*, *Empowered Employees*, and *Workplace Design*. *Net Sales Models* hits on some interesting activities which are making their impact **NOW** on how companies do business on-line. An example? *Reflect.com*, a spin-off of Procter and Gamble, which will allow customers to order beauty care products that they formulate for themselves. (Try **THAT** at your local Hudson’s or Meijers . . .) www.kmmag.com

And the WINNER is

“MICROSOFT: FRIEND OR FOE?”

★★★

SC Info Security News Magazine, January, 2000, pp. 17–22

Well it’s about time! Someone has **FINALLY** decided to call a spade a spade, a club a club, and a vendor’s questionable security practices a liability! In this month’s *Cover Story*, *Info Security News Magazine* stops just short of “digging the dirt” that most of us have surmised for quite some time; that Microsoft is NOT always looking out for the best interests of its customers, especially when it comes to addressing security concerns. Case in point — when MS released a new version of its software and included several macro viruses on the source CD! At that time, “they” considered macro viruses “joke programs”.

This quick 4-page read is worth the time, not only to confirm what you’ve suspected, but also to note that the light up ahead is not necessarily the crew trying to finish the tunnel. Yes, *Windows* will always be a work in progress. And no, Microsoft has not suddenly gained a guilty conscience. But consider that it **has** implemented Kerberos version 5 as its default network authentication, and a purported “neat API (security support provider interface)” in *Windows 2000*, and you might just get the feeling that there is hope for those us who are horse from shouting about MS’s inadequacies. Hey — stranger things have happened . . . — *www.infosecnews.com*

The “STAR” guide:	★★★★ = Too good not to pass on!	★★ = Good stuff — it helps
	★★★ = Better than expected!	★ = Worth noting

*So you say you can’t seem to find a good source for AIX commands for your RS/6000 audits?
You say without it, you can’t issue a valid comment on the adequacy of the controls over AIX?
Well, perplex no more, there IS an AIX reference site. Get online and (carefully) enter:*

http://www.mor.itesm.mx/AIX/en_US/a_doc_lib/aixprggd/genprog/ls_sec_audit_subrs.htm

*You’ll find AIX Version 4.3 General Programming Concepts: Writing and debugging Programs,
List of Security and Auditing Subroutines!*

Enjoy!!!



*Information Systems
Audit and Control
Association*



Are We a Victim of Our Own Profession?

By Steve Hummer

Here I sit at work on January 5, 2000. My computer still works. The lights are still on. The building is a comfy 69 degrees. No nukes. What all of this means is that people who were supposed to address and take care of a potential problem, did so. Bravo!

For those auditors who were assigned to work on a project team or lead a Y2K team, you obviously did fine work as there are no widespread problems in the US.

For you auditors, authors, consultants, etc. that originally alerted us to the risk of potential failure in 1996 or 1997, I (and all us others) thank you!

For the auditors, authors, consultants, etc. that continuously preached that the sky was falling,.....

shame on you.

These last few years have enlightened us on why we have risk assessment. Stating the obvious, this means that we analyze our organization, determine what risks might be present, see what plans management has in place to deal with this risk, and monitor this plan. When management misses something or has no plan, then we schedule an audit. Pretty simple.

Maybe too simple for some. I can't begin to tell you how many times our department was criticized for not getting involved in the Y2K remediation process. When we looked at our organization in 1997 and 1998, we saw half of our application programmers and systems programmers assigned to work on that project. I am sure that your company dedicated similar resources to their Y2K project. When you consider that most management teams had a plan and inventory of Y2K remedies and along with the many people dedicated to the Y2K project, that the inherent RISK was minimal. Therefore, our Internal Audit department did not schedule audits covering this topic. When I told colleagues and external auditors what we were doing in relation to our audit planning and execution, they thought I was naïve and stupid. However, during the same time period, (while other auditors ran around looking at Y2K), we spent our time looking at things that our programmers, QA testers, and users were not doing because they were busy with Y2K work.

Not surprising, one of the things we found is that business resumption planning was not actively worked on during this time period. This is particularly interesting when mainframe applications were being installed on new LAN and Client/Server units and new software upgrade were implemented and processes updated to align with replaced or upgraded systems. Many companies had contingency plans developed if a Y2K problem presented itself, but what about the non-Y2K potential problems. Let's think for a minute about "Risk Assessment". Does a lack of attention on a new Y2K compliant environment present more risk than 50 people being assigned to a "project" with a detailed plan? The obvious answer is, YES, it does.

Don't get me wrong, auditors needed to be involved to some extent in a problem of this potential magnitude. I just hope that you weren't one of the ones who ran off the cliff while following the herd.

About the author:

Steve Hummer, CIA, CISA, is currently the Assistant Audit Manager for Michigan Farm Bureau, the parent of Farm Bureau Insurance of Michigan. He has over thirteen years experience in Financial, Information Systems and Integrated Auditing. He has a BA from Olivet College with a major in Business Administration/Accounting and a Computer Science minor.



INTERNATIONAL NEWS

A Recap of ISACA events from the ISACA WEB site

A note from the ISACA International office

It was brought to our attention that there may be some confusion on the part of CISA exam passers concerning the certification process. Please remind any CISA exam passers in your chapter, that simply passing the CISA examination does not mean that they are certified and can use the CISA designation. They must also complete and submit for approval an Application for Certification as an Information Systems Auditor. They receive a copy of this application with the letter notifying them of their passing exam score.

CISA CERTIFICATION UPDATE

2000 CISA Examination Bulletin of Information

Examination Date: Saturday, 10 June 2000

For additional Information

<http://www.isaca.org/exam2.htm>

or

certification@isaca.org.

Register Now and Save US\$100!

On behalf of the Information Systems Audit and Control Association (ISACA), I wanted to remind you that the North America CACS 2000 Conference is nearly upon us. Attendance approaching one thousand delegates is expected to gather on 7-11 May in Dallas, Texas USA to learn from experts from around the world and to discuss the pertinent issues facing the IT and IS community. Registration for the conference is brisk, and time is quickly running out to take advantage of the early registration discount.

Send in your paid registration before the 31 January deadline to save US\$100.

With an extensive agenda that covers a full three and one-half days of interactive learning, North America CACS has been designed to increase your knowledge and technical proficiency. With 60 conference sessions from which to choose, and the opportunity to earn up to 47 continuing education credit hours, this is undoubtedly the educational and training event of the year!

If you would like to view the program, please visit the ISACA web site <http://www.isaca.org/nacacs2000.htm>. To register for this thought-provoking conference, the web site address is <http://www.isaca.org/nacacs2000x.htm>. If you do not have access to the web or would like to receive the brochure via FAX, please send an e-mail message to ISACA's conference department at conference@isaca.org or contact them by phone at +1.847.590.7472.

We look forward to seeing you in Dallas!

Terry Trsar, Chief Professional Development Officer

Audit Sources

From: www.auditservices.com

AUDITING INTERNET TECHNOLOGY & E-BUSINESS. Need some help & ideas?

Join us in Dallas, Texas, MARCH 13 - 16, 2000 for our IT Auditing seminar, "Auditing the Connected Organization".

Register by 2/13/00 and save \$100; seating limited. Seminar details, including times and hotel information can be found at:

<http://www.auditservices.com/itaudit.html>

ASSESSING RISK - continued. Still a "hot topic" in our profession.

Trying to identify business risks in your organization? Think in terms of risks (a) "internal" - within area being audited; risks (b) "internal/external" - outside entity being audited, but within organization; risks (c) "external" to your organization.

For some ideas: <http://www.auditservices.com/risksie.html>

Risk Assessment information discussed in our previous "Helpers" newsletter can be found at: (risk factors)

<http://www.auditservices.com/rfactors.html> (inherent risks) <http://www.auditservices.com/irisks.html>

CONTROL RISK SELF ASSESSMENT (CRSA). Are you using this tool?

Is CRSA for you? What is it? What is it all about? How do you accomplish the goals of CRSA? For some answers to these questions, go to: <http://www.auditservices.com/crsa.html>

AUDITING THE CONTROL ENVIRONMENT. If not, why not? Need some ideas?

Risk is the greatest at the top - control environment - in any organization. COSO is an excellent source to use when developing a control environment audit program. Summary of some COSO points about the control environment at:

<http://www.auditservices.com/ce.html>

PHARMACEUTICAL, CHEMICAL & BIOTECH INDUSTRIES. Need some expert auditing assistance?

We know this area can be very technical: CGMP, GCP, ISO-9000 audits and training, etc.

If we can help let us know. For expertise available to you in this area take a look at: www.auditservices.com/rxind.html

CERTIFIED INTERNAL AUDITOR EXAM. Need some help?

Test your preparedness for the CIA Exam on some selected topics: <http://www.auditservices.com/ciatest.html> Also, you can

find the current CIA Exam Review Course Schedule at: <http://www.auditservices.com/ciasch.html>

MANAGEMENT SKILLS. How are yours? How does your boss do?

Test your management skills at: <http://www.auditservices.com/test.html>

You and your group of "EDP Auditors" might find our new IT Auditing Seminar, "Auditing the Connected Organization" of particular interest (see www.auditservices.com/itaudit.html for details).

Did you know: no word in the English language rhymes with month, orange, silver or purple?

Have a nice day,

Roger, www.auditservices.com

From the SANS Institute:

SANS Flash Alert for Solaris Users

Help please - today -- in the Hunt For Solaris Trojans

THE PROBLEM

Several of you have reported that your Sun computers have been infected with Trojan horse software (trojans, for short) using such tools as trinoo, TFN, TFN2000, or stacheldraht which is German for barbed wire.

Here is what we know so far about these attacks from users and experts around the world:

These trojans are controlled by master computers using various communications channels. The infected machines are used as a collective force (reports range upward from 230 acting together) to attack other sites and close them down. These attacks have succeeded in flooding out both large and small sites.

The trojans are being installed continuously - with attackers coming back time and again looking for new computers to compromise. Several universities found them installed on multiple computers.

Attackers appear to have constructed relatively complete maps of the computers at the sites they are attacking. If your Solaris computers are infected and are used in attacks on other organizations, you may face economic liability or be viewed as a pariah to the community.

DETECTION

You and the community would greatly benefit if you could check to see whether your computers are infected. Two principal tools are available for the test. One was developed by the National Infrastructure Protection Center (NIPC) and can be installed on each host. The other is being developed by Dave Dittrich and Marcus Ranum and can be run remotely to scan your systems. There is no charge for either of the tools.

Over the weekend the GIAC (Global Incident Analysis Center) at www.sans.org/y2k.htm put out an early notice and several dozen organizations tested the NIPC software and provided feedback that helped make it work better. Yes, the NIPC software has uncovered more infestations.

The NIPC software works well and should be run immediately. As wonderful as the news is about the NIPC tool, to run it you have to install it on every system you want to test. A network scanning tool is potentially more efficient since one tool can scan an entire network. Just make certain the network you scan is yours and that you have permission! One such tool is under development, it was written by Dave Dittrich, and Marcus Ranum has enhanced it. In other words: extraordinary people are working together to create the tools needed to find these Trojans.

If you have a lot of experience with software that is still a bit green, you could really make a contribution to the community by running and testing the scanning program. If you are less experienced you might want to delay a day or two. But don't delay long, the tool may have a short life span, as the attackers will begin to modify the trojan code to evade detection.

Where to find the software:

The host-based tool from NIPC may be found at: <http://www.fbi.gov/nipc/trinoo.htm>

The scanning program from Dittrich/Ranum may be found (after 6 pm EST on January 4) at: <http://staff.washington.edu/dittrich/misc/sickenscan.tar>

In addition, Dave Dittrich has written an extraordinary analysis of the infestation that may be found at: <http://staff.washington.edu/dittrich/misc/stacheldraht.analysis>

If you are a university or any other organization with users who may not have tightly locked down their Solaris systems, please use both. If you are absolutely sure of your defenses, you might do spot checks instead.

CONTAINMENT AND ERADICATION

If you find evidence of infestation, please make a good back-up first to preserve evidence. Also if you search for the malicious code on your system, you probably will not find it. The attackers have been installing "root kits" to hide their work. There are resources available to help if you have been attacked. Please mail us at sansro@sans.org and we'll connect you with the best sources available at that time.

PREVENTION

The most common paths used to compromise systems to insert the Trojans have been weaknesses in RPC (remote procedure call) implementation. The menacing character of this new threat may offer you an opportunity to get support to patch the RPC holes and eliminate other vulnerabilities. Note, though Solaris is the current focus of these attackers, they will soon turn to NT and Linux and other UNIX variants. Take this opportunity to close the holes there as well. That's a great deal cheaper and less embarrassing than nuking the system and reinstalling all the software after an infestation.

IN CLOSING

If you can spare the time, please take a look right away. The Trojans are under constant development and these detection tools may be less and less effective as the week progresses.

Email us with the results at sansro@sans.org.

Greg Shipley, Solaris Trojan Hunt Coordinator

Alan Paller' Director of Research



Other Chapter News and Announcements

Grand Rapids IIA

Feb LUNCH meeting is on a Friday details are as follows:

Feb 11, 2000

Registration: 11:45 - 12:00

Lunch starts sharply at 12:00

Presentation 12:30 - 1:30

Electronic Commerce: Cyber Profits or Online Losses

Bio of Mark Wilson from MSU.

LUNCH presenter for our Feb meeting

Mark Wilson is an Associate Professor in Geography and Urban Planning at Michigan State University and a research associate with the Institute for Public Policy and Social Research. He has Master's degrees from the University of Melbourne (Australia) and the University of Pennsylvania, and a PhD in Regional Science from the University of Pennsylvania. Mark Wilson has teaching interests in economic geography, political economy, urban planning, public policy, and nonprofit organizations. At MSU, his research addresses the economic and social impact of information technology and the Internet. Recent work includes studies of domain name value; the impact of online retailing; and Internet gambling.

Michigan State University
IPPSR - 321 Berkey Hall
East Lansing MI 48824-1111

GREATER CINCINNATI CHAPTER, ISACA

FEBRUARY DINNER MEETING:

When: Wednesday, February 2, 1999
Topic: Current Trends in IS Audit and Security
Location: Hampshire House, 30 Tri-county parkway; Cincinnati, Ohio
Speaker: Harry DeMaio, Deloitte/Touche
Events: 5:00 Social/Networking Hour
6:00 Presentation
7:00 Dinner
8:00 Board meeting
Cost: Member: \$20.00
Non-member: \$23.00
Presentation only: \$10.00
Student: \$10.00

Reservations:

Please contact no later than NOON on Monday, January 31:

<mailto:Susan_Mcclure@auditforce.com> or 513-421-2100

If leaving a voice mail or e-mail, please indicate

your Name, Entree choice, Company, Phone number, and

Attendance option (member, non-member, student, presentation only).

PRESENTATION OVERVIEW:

This presentation will provide a security consultant's view of the current and future Information Security landscape with strong emphasis on the transitional state in which the market finds itself. Are there coherent market drivers? What is happening to the information security specialist? Will e-Business create the security professional's day in the sun? Where's the technology going? Strategies and Suggestions. Discussion.

ABOUT OUR SPEAKER:

Harry DeMaio is President of Deloitte & Touche Security Services LLC, (DTS) a wholly owned subsidiary of Deloitte & Touche LLP located in Deerfield IL. In addition to his current assignment, Harry is a Director in Deloitte & Touche (D&T) Enterprise Risk Services, delivering D&T's family of information security and continuity planning services to major clients globally.



Members On The Move!

Updates:

Kudo's to all of those who helped make "Y2K" a NON-event, we'd like to especially recognize former Chapter Secretary, Kathleen Smith. Kathleen voluntarily left IS Audit to take on the task of assuring that all Sparrow Health Systems in Lansing, MI., automated systems were Y2K compliant and "kept on tickin'" into the new year. She has made several appearances on local media as Sparrow's spokesperson on the success of their Y2K efforts. Congratulations, Kathleen!

Congratulations:

To Jamie Depuydt, who was recently promoted to Manager, I/S Audit, Steelcase, Inc.

To Michael Sekoni, who was recently promoted to Internal Audit Manager, Accident Fund Company

Recent Openings:

Senior I/S Audit Consultant

Steelcase, Inc. has a current opening for a senior I/S audit consultant at their corporate office in Grand Rapids. The successful candidate will perform a wide range of audits including implementation reviews of large client/server systems, audits of existing applications, operating systems and data communications, and will perform audits of information systems operations at Steelcase subsidiaries and remote locations, including international. The position requires a Bachelor's degree in a related field, and 5 years experience in an I/S, or I/S auditing position. The ideal candidate will also have strong experience in auditing manufacturing and enterprise resource planning systems such as SAP. Strong communication and team skills are essential and a CISA is required. Ability to travel 10-15%.

Steelcase, the world's largest manufacturer of office furniture, offers a highly competitive salary, bonus, and benefit package. Interested candidates who meet the above requirements should send a resume to:

**Jamie Depuydt
Manager, I/S Audit
Mail code CH-3E-18
P.O. Box 1967**

Grand Rapids, MI 49501-1967

Steelcase is an Equal Opportunity Employer.

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Assistant Director/Internal Audit Central Michigan University

Performs information system audits of University departments and activities and may assist in operational, financial and compliance audits. Minimum qualifications include a Bachelor's degree in accounting, information systems or related field; two years of increasingly responsible auditing or information systems experience; ability to organize and document work effectively; familiarity and experience with information system auditing or information systems; ability to communicate effectively and project a positive image; experience with word processing and spreadsheet software. Desired qualifications include certification as a CPA, CIA, or CISA; familiarity with higher education or fund accounting and SAP. Send cover letter, resume, and the names, addresses and phone numbers of three professional references to: Human Resources/Staff, Rowe 109, Mt. Pleasant, MI 48859. Review of applications will continue until the position is filled. CMU provides flexible benefits, an excellent retirement program with tax deferred investment options, tuition waiver for employee and family, and competitive salaries in an environment committed to excellence and customer service. CMU, an AA/EO institution, is strongly and actively committed to increasing diversity within its community (see www.cmich.edu/aaeo.html).

1999–00 Western Michigan Chapter Officers & Board of Directors

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— ***THE FINE PRINT*** —

Control Bits and Audit Bytes is a publication of the Western Michigan Chapter of the *Information Systems Audit and Control Association (ISACA)*. The purpose of this publication is to disseminate useful and timely information on automated systems control and security issues to Chapter members and selected practitioners of computer systems audit and security. Articles, submissions, and advertisements are the responsibility of the submitter, and do not reflect the opinions, beliefs, or practices of the Western Michigan Chapter.

Materials submitted for publication in ***Control Bits and Audit Bytes*** must be received by the Newsletter Editor no later than the submission deadline published in the newsletter. If no submission deadline is published, the default deadline is approximately three weeks prior to the next scheduled meeting of the Western Michigan Chapter of the *Information Systems Audit and Control Association*.

The deadline for submissions for the next Newsletter is Monday, February 21, 2000!

