

Internal Memorandum

To: Paula Alexander <hal.cio@seccdc.org>

CC: judge\_29@seccdc.org

From: hal9@seccdc.org

Date: February 23, 2019

Memo #: 003

Re: Setup of Team Accounts

Greetings CIO,

The purpose of this memo is to notify you that we have created accounts our team members. This includes the Webmail server as well as Active Directory. Please let us know if you require any other information.

Regards,

Team 9

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