



**TO WHOM IT MAY CONCERN**

**RE: John New**

John undertook a documentation project for the Defence Housing Authority (DHA) from June-August 2004. This was a project that required considerable organisational, investigative and diplomatic skills.

John performed these duties in a very professional manner, under quite difficult conditions. He was able to draw information from many different sources, rationalise it, and identify gaps in the existing documentation. Part of this work was also to design and implement a documentation framework for the Authority.

His work has resulted in a major improvement in the operational documentation available to DHA IT Services.

I would not hesitate in recommending John for similar roles in the future.

A handwritten signature in black ink, appearing to read 'R Trim', with a long horizontal stroke extending to the right.

Roderick Trim  
IT Operations Manager  
Defence Housing Authority  
31<sup>st</sup> August 2004