

1. REPORT NUMBER

2. DATE AND TIME OF REPORT

08-21

08/17/04 12:30 hrs

3. DATE AND TIME OF INCIDENT

08/16/04 Unknown

SECURITY INCIDENT REPORT

4. BUILDING

OWFN

TWFN

5. ROOM

10D-33

6. NAME OF PERSON REPORTING THE INCIDENT

7. TELEPHONE NUMBER

8. NAME(S) OF PERSON(S) INVOLVED

FPS OPERATOR #38

9. TYPE OF INCIDENT

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> THEFT (A) | <input type="checkbox"/> BUILDING PROBLEM (D) | <input type="checkbox"/> SECURITY INFRACTION (F) |
| <input type="checkbox"/> SECURITY SYSTEMS PROBLEM (C) | <input type="checkbox"/> MEDICAL EMERGENCY (E) | <input type="checkbox"/> OTHER (G) |

10. NARRATIVE

On Tuesday, August 17, 2004, [redacted] reported to security that she discovered (\$22.00) missing from her wallet. [redacted] was dispatched to take a report. According to [redacted] she noticed the money missing after she left work on Monday, August 16, 2004 at approximately 18:45hrs, as she stopped at the (I-895) Baltimore Tunnel toll plaza. [redacted] stated that she recalled last seeing the money in her wallet prior to going to lunch around 12:30hrs. She took out (\$5.00), placed her wallet in her purse and returned her purse to the short filing cabinet. Upon leaving for lunch [redacted] noted that the file cabinet was left unlocked. However, upon returning to her office around 13:55hrs [redacted] noticed a young woman sitting at her desk; described as a young black female, 5'5" inches, slim build, dark eyes, dark complexion, with long black hair. The woman was wearing black suit pants with a white top. Upon questioning the woman as to why she was in her office, [redacted] stated that she did not recognize her and became suspicious. The woman stated that she was told by "Sue" to leave her a note, but was very evasive in her responses. After the woman left [redacted] asked her secretary if she recognized the young lady, she did not. [redacted] recalled her secretary commenting that the woman had on a badge, however, it was turned backward. [redacted] secretary stated that she noticed the same woman sitting at [redacted] desk later that same day. When questioned, the woman stated that she needed to leave [redacted] a note. The note read [redacted] I am going to stop by at 9:40 am on Tuesday August 17. My supervisor says you have to sign for this piece of mail. Sorry." The note was un-signed. The secretary recalled the woman sitting in front of the cabinet where [redacted] purse was stored. She did have on a badge, but again it was turned backwards. The woman finished the note and left the office unchallenged. At 12:50hrs, Central Alarm Station (Office [redacted]) called the FPS/RCC to report the incident. FPS [redacted] responded to follow-up on the reports.

(See Attached Personal Statement)

11. PROPERTY MISSING / STOLEN:	<input checked="" type="checkbox"/> PERSONAL	<input type="checkbox"/> GOVERNMENT
DESCRIPTION OF ITEM	MODEL	DOLLAR VALUE (Estimated)
		\$22.00
BRAND NAME	SERIAL NUMBER	DATE AND TIME LAST SEEN
		08/16/04 12:30 hours
		DATE AND TIME DISCOVERED MISSING
		08/16/04 18:45 hours

12. NOTIFICATION

DESCRIPTION	TIME NOTIFIED	DESCRIPTION	TIME NOTIFIED
911		<input checked="" type="checkbox"/> DIVISION OF SECURITY	
<input checked="" type="checkbox"/> GSA / RCC	12:30 hours	<input type="checkbox"/> IRM	
FACILITY MANAGEMENT BRANCH			
BUILDING ON-CALL ENGINEER			
SIGNATURE -- REPORTING OFFICER	DATE	SIGNATURE -- APPROVING SUPERVISOR	DATE
			8/16/04

13. REVIEW

PROJECT MANAGER / ASSISTANT PROJECT MANAGER REVIEW		INITIALS	DATE
[REDACTED]		[REDACTED]	08/17/03
SECURITY REVIEW		INITIALS	DATE
[REDACTED]		[REDACTED]	[REDACTED]

PERSONAL E-MAIL STATEMENT

[REDACTED] 08/17/2004 10:58:14 AM >>>

On 8/16, between 12:30 pm and 6:45 pm, \$22 was taken from my wallet, which was in my purse, which was stored in a short filing cabinet in my office behind my desk. The cabinet was unlocked, but the draw was closed. I believe it was taken by a young woman who entered my office at about 1:50 pm, and then was back in my office at about 2 pm. Below are the circumstances surrounding this event.

At about 12:30 pm, I opened my wallet to take money out to buy lunch from the cafeteria. At that time I had \$27 and I took out \$5 bill to buy lunch. I returned my wallet to the purse in the drawer. I went and had lunch, returned to my office at about 1:15 pm, then left again and went to one of my section chief's offices. At about 1:50 or 1:55, I returned to my office and a young woman was sitting at my desk. I was a little surprised and asked her what she was doing. She said she was going to leave me a note. I did not recognize her, and again asked what she was doing. She got up and walked over to me and told a story about having to deliver a piece of mail to me. She said that Sue told her she needed to give it to me. Something about it being addressed to [REDACTED] said that I was here now so just give it to me. She didn't have it with her though. I said I had a meeting to go to, so I offered to walk with her back to her office to get it. She said she was not going directly there and had three other stops to make. I offered that I had a meeting at 2 and that I would be back at 3 pm. She could bring it to me after 3 pm. We both walked out of the office together. The whole thing seemed very odd. I asked my secretary if she knew her, and she said no. She commented that she must be badged though, cause she was walking around without an escort. I went to my meeting. It was 2 pm.

My secretary [REDACTED] left her office area also at the same time (which is in front of my office) and went around the corner to the other secretary's area. She said that a little later, she walked back and saw the young woman back in my office, sitting in my chair. My secretary approached her and asked her what she was doing. The young woman said she needed to leave a note for me. And asked my secretary to get a tablet for her to write on and an envelope. So my secretary left the room for a short period of time to get the paper. When she re-entered the room, she said that the woman was still sitting in my chair, and had her back to the door. She was positioned in front of the file cabinet in which my purse was stored.

My secretary looked for her badge and noticed that she had one, but it was turned over and she couldn't see her name or picture. She didn't challenge the woman, but she did wait for her to finish the note and leave the room.

The note said [REDACTED] I am going to stop by a 9:40 am on Tuesday August 17. My supervisor says you have to sign for this piece of mail. Sorry."

I returned at 3:10 pm and saw the note. I thought it seemed strange, and wondered what kind of package would come that I needed to sign for....

I left the building at about 5:15 pm. Proceeded home. Left my home at 6:25 pm, and at about 6:45 pm, realized that there was no money in my wallet as I was stopped at the toll booth for the Rt 895 tunnel in Baltimore.

On Tuesday, August 17, the woman did not return to my office with any piece of mail as of 10:50 am., which is when I completed this statement.

The woman was about my height (5 ft, 5 inches) thin build, black, with very dark complexion, dark black hair - straightened - very dark eyes. She was probably in her late 20s. She had on a white shirt.

Several other people on the floor noticed her walking around yesterday.

[REDACTED]