



Denise K. Holmes  
Sarbanes Oxley Team Leader

January 20, 2005

Letter of Reference for: Linda Lopeke

Linda Lopeke was recruited to project manage the Xerox Canada Sarbanes Oxley compliance initiative. Linda's outstanding contributions have been integral to the success of the Xerox Canada's 2004 Sarbanes Oxley compliance efforts.

Linda displayed initiative from day one at Xerox. She is extremely talented and adept at integrating her vast skills and knowledge to address the task at hand. Throughout the project Linda has willingly accepted ownership for *any* activity and ensured successful completion. (If you want something done, give it to Linda!) She performed far more than just PM activities and was a significant contributor to the tasks of the team. Aside from project management, she performed a range of technical activities, such as: reviewing documentation, applying consistent logic to application of financial assertions, and leading the development and execution of a "Specified Procedures" document from a third party service provider. There is no assignment she cannot tackle. If she doesn't have the knowledge, she performs her homework and becomes a subject matter expert to enable successful completion. Additionally, she excels at written communication.

One of her most redeeming skills is understanding the need to build a cohesive team and properly motivate (especially valuable in a high risk / low reward situation). This is where her creativity excels: her launch of the Sarbanes Oxley Team Wall of Fame is a highlight, as well as her peer reward bucks acknowledgement program. She quickly identifies barriers and develops countermeasures proficiently.

It has been a pleasure to have Linda as part of my team. Her contributions have been immense - it has been our fortune to have Linda as a key leader in our Sarbanes Oxley compliance efforts.

A handwritten signature in black ink that reads "Denise Holmes". The signature is fluid and cursive, with a long horizontal flourish extending to the left from the start of the name.

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