



The LH Connection



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www.lionelhenderson.com

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W-2 Reminder

As 2007 comes to an end, we want to make sure that we have your correct mailing address and withholdings on file. Please verify your pay stub for accuracy and report any address changes to hr@lhenderson.com as soon as possible.

401K Automatic Enrollment Reminder

Effective January 1, 2008, you will automatically be enrolled into the LH 401K retirement plan if you have met your eligibility requirements of 1 year of service and are over the age of 20 ½ years old. One percent of your earnings will be contributed into your 401K plan. LH will pay all administrative fees & will match your contribution 25% of deferred wages up to 4%. You have the right to opt out during your eligibility period or anytime you wish. You may increase your percentage at any time. Current contribution rates for active participants will remain unchanged. You may contact ADP by calling 800-695-7526 or going online to www.mykplan.com to decline enrollment or make contribution changes.



*Have a Happy & Safe Holiday
& remember....
Don't Drink & Drive*



Announcements from LH

Perfect Attendance Winners!!

Congratulations to all our employees who had perfect attendance during the month of November!! Each person who has perfect attendance will receive a coupon redeemable for gifts at the company store (www.lhenderson.com/prizes.htm) and are eligible for a drawing for one of the three cash awards. The winners of the drawing are:

The monthly winners of the November 2007 \$100 cash awards are:

*George Philip
Monique Tribble
Stephanie Vazquez*



Congratulations! 5 Year Anniversaries

*Marilyn Felton 5 years
Monique Tribble 5 years*

Thank you for your invaluable service and dedication

The Employee Hotline is available 24/7. Make a suggestion, grievance, comment - anonymously. All matters received on the hotline will be handled in the strictest of confidence. You may access the employee hotline in one of two ways, either via email at employeehotline@lhenderson.com; Or via our web site at www.lionelhenderson.com, click on Contact Us and then the Employeehotline link.

We want to hear from YOU! Do you have an announcement you'd like to share with the company Or a question you like to ask to be included in a future newsletter – please share with us. Email questions, comments and stories to hr@lhenderson.com.

Employee Assistance Program (EAP) Balancing home and work is challenging. Guardian's Employee Assistance Program (EAP), Work Life Matters, is a confidential support service for members who need counseling on issues that impact their lives. For fast and anonymous service, call 800-386-7055.



Please join us in welcoming the newest additions to the LH family!



Barbara Johnson—Washington, DC

Eric Carmona—Hyattsville, MD

Jade Foster—Washington, DC

Latishma Kashyap—Elk Grove, CA

Mario Shepard—Hyattsville, MD

**December Birthdays
We Wish You A Happy Birthday**

Jennifer Tate
Ana Gaul
Antawan Graham
Deborah Whitehead-Martin
December Campbell
Freddie Morgan
Leon Ly
James Tate
Janice Chock
Jean Wesley
Jeff Withrow
Magdeline Kalodimos
Ondine Hassan
Robert White
Vince Liser
Yalonda Morris





Make your holiday memorable with these recipes

Pumpkin Pie Cheesecake



INGREDIENTS

CRUST:

- 1 cup graham cracker crumbs
- 1 tablespoon sugar
- 4 tablespoons butter or margarine, melted

FILLING:

- 2 (8 ounce) packages cream cheese, softened
- 3/4 cup sugar
- 1 (16 ounce) can pumpkin
- 1 1/4 teaspoons ground cinnamon
- 1/2 teaspoon ground ginger
- 1/2 teaspoon ground nutmeg
- 1/4 teaspoon salt
- 2 eggs

TOPPING:

- 2 cups sour cream
- 2 tablespoons sugar
- 1 teaspoon vanilla extract
- 12 pecan halves

DIRECTIONS

1. Combine crust ingredients. Press into bottom of a 9-in. springform pan; chill.
2. For filling, beat cream cheese and sugar in a large mixing bowl until well blended. Beat in pumpkin, spices and salt. Add eggs, one at a time, beating well after each. Pour into crust. Bake at 350 degrees F for 50 minutes.
3. Meanwhile, for topping, combine sour cream, sugar and vanilla. Spread over filling; return to the oven for 5 minutes. Cool on rack; chill overnight. Garnish each slice with a pecan half.

Candy Cane Cocoa

INGREDIENTS

- 4 cups milk
- 3 (1 ounce) squares semisweet chocolate, chopped
- 4 peppermint candy canes, crushed
- 1 cup whipped cream
- 4 small peppermint candy canes



DIRECTIONS

In a saucepan, heat milk until hot, but not boiling. Whisk in the chocolate and the crushed peppermint candies until melted and smooth. Pour hot cocoa into four mugs, and garnish with whipped cream. Serve each with a candy cane stirring stick.



It's never too soon or late to

Plan for your retirement



When you think about your retirement, do you ask yourself— How Much will I need to save? When should I begin saving? What may my 401K be worth? These are just a few commonly asked questions.

socking away money for retirement is a great idea, but how much do you really need to save? How long do you need to work to set yourself up comfortably in your golden years?



For quick & easy online access to calculators and retirement calculators, please visit one of these websites for assistance:

<http://www.principal.com/calculators/index.htm>
<http://finance.yahoo.com/calculator/index#retirement>





The LH Quality Policy & You



At Lionel Henderson & Co., Inc. (LH) our Quality Management System is based on our ISO 9001:2000 certification and the standards that are required to achieve and maintain this certification reflects our commitment to providing quality services to our customers. This company commitment is only the beginning and as with many aspects of a company's success in business the quality of our services depends on the attitude, dedication and pride in workmanship that is demonstrated by you our employees.

In order to monitor our success in providing quality services and to meet or exceed our customer's expectations LH has established the following quality goals:



No mark below satisfactory on Customer Satisfaction Survey Forms.
No more than one customer compliant per quarter.

As an LH representative, you play the "key" role in achieving these goals and your efforts and willingness to satisfy customer requirements is essential to enabling LH to meet these quality objectives and maintain the customer satisfaction that is essential to our business.

We realize that the effectiveness of our Quality Program relies on the input and feedback from our customers as well as you, our employees, so we will be striving to improve our communications throughout the organization. We encourage everyone to be a part of the communication process so that we can all be proactive in providing quality services to our clients and continually improve our quality process. Remember that our corporate philosophy is that "Our clients' success is our future" and the success of our business relies on providing quality services to our customers.

LH encourages interchange between employees and management through its Open Door Policy. If any employee has a suggestion that will help improve the quality of services please contact your Project Manager or the Quality Assurance Manager directly at 916-429-8601 or email to jawithrow@lhenderson.com. Employees can also post comments directly through the Lionel Henderson Website at www.lionelhenderson.com under the "Contact Us" link and then select "Click here for the anonymous Employee Hotline Contact Form". This link is totally non-traceable and will provide complete anonymity to the submitter of the comments.

