

GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF CONSUMER AND REGULATORY AFFAIRS
OCCUPATIONAL AND PROFESSIONAL LICENSING ADMINISTRATION
941 NORTH CAPITOL STREET, N.E., SUITE 7W50, WASHINGTON, D.C. 20002
(202) 442-4340

BOARD OF APPRAISERS



Mr. Ben Henson, Executive Director
Appraisal Subcommittee
2000 K Street, NW Suite 310
Washington, DC 20006

NOV 26

November 14, 2003

Dear Mr. Henson:

This is in response to your letter dated September 8, 2003. Unfortunately we have no record of receipt of your letter, however we are certainly appreciative that Ms. Ledbetter was able to give to us a faxed copy while attending the annual AARO conference. Below we have addressed issues related to your continued concerns.

Appraiser Qualifications Board Criteria

On February 26, 2003 the Appraiser Board voted to adopt the AQB criteria changes. The Department of Consumer and Regulatory Affairs " Department" is currently working on necessary rule changes to bring the District inline with all Federal changes. Rulemaking is along process, however the staff has already mailed a notice to all licensed appraisers notifying them of the changes.

Complaint Tracking

We are currently reviewing sample complain tracking systems of other boards within our Department, as well as, the system used by other States. We will be happy to forward you a copy once the complaint tracking system has been developed. In regards to the hiring of contract investigative appraisers, we are working with our contract and procurement office to finalize proper procedures for hiring and paying outside appraiser contractor. Once a list of contract investigative appraisers is established we will forward to your office.

Reciprocal Applicants

Along with Prommissor a review/audit of all reciprocal certified general appraisers will be conducted. In our regular monthly meeting with Prommissor scheduled for Wednesday November 19, we will discuss the process. I will contact you as soon as the details of this audit are worked out to give you an estimated date of completion.

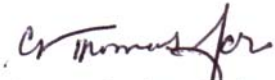
Revocation of License

In regards to Mr. [DELETION], we will forward by regular mail copies of the order to revoke his license in the District of Columbia. Our contractor, Prommissor has been notified that Mr. [DELETION] license has been revoked. They now will take appropriate action to update our system to reflect this action.

information by hard copy of the same type of information. It is expected that the license processing time would be shorter once we have this capability. . As soon as you release the access code to the District of Columbia we will begin to implement this process.

Thank you again for allowing us to respond. If you have any further concerns please do not hesitate to contact me immediately on 202-442-4472. You may also contact our staff, Cheryl Randall Thomas, Branch Chief on 202-442-4342 or Clifford Cooks, Program Manager on 202-442-4341.

Sincerely,

A handwritten signature in black ink, appearing to read "G. Syphax". The signature is written in a cursive style with a large, stylized initial "G".

Gregory Syphax, Chair
DC Board of Appraisers