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**IMMEDIATE
ATTENTION**

EBAP/83/109

April 21, 1983

To: Members of the Executive Board

From: The Secretary

Subject: Representation Expenses - Joint Development Committee

In the attached memorandum from the Acting Chairman of the Committee on Executive Board Administrative Matters, the Committee makes a recommendation concerning representation expenses of Executive Directors.

In the absence of an objection from an Executive Director by the close of business on Friday, April 22, 1983, the recommendation of the Committee will be deemed approved by the Executive Board and it will be so recorded in the minutes of the next meeting thereafter.

Att: (1)

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Department Heads



Office Memorandum

April 21, 1983

To: Members of the Executive Board

From: A. Kafka, Acting Chairman
Committee on Executive Board Administrative Matters

Subject: Representation Expenses - Joint Development Committee

The Committee has considered the proposal contained in EB/CAM/83/13 (4/19/83) regarding representation expenses incurred during the period of the Development Committee meeting.

The Committee recommends to the Executive Board that the current rule for reimbursement of representation expenses incurred at the time of Interim Committee meetings in Washington not held in conjunction with Annual Meetings apply for representation expenses at the time of the Development Committee meeting.