

December 17, 2001

SECRETARY'S CIRCULAR NO. 01/158

To: Members of the Executive Board

From: The Secretary

Subject: **Alternate Executive Director and Temporary Alternate Executive Director**

The Secretary has received the following memorandum dated December 17, 2001, from Mr. Scholar:

This is to advise you that effective immediately, I am appointment Mr. Stephen P. Collins to be my Alternate Executive Director and any one of the following to be Temporary Alternate Executive Director in the event that Mr. Collins and I are unable to attend a Board meeting.

Rosemary Stevenson  
Nick Joicey  
Ben Kelmanson  
Ben Mellor  
Dino Merotto  
Alison Stuart  
David Taylor

Other Distribution:  
Department Heads