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**IMMEDIATE
ATTENTION**

MASTER FILES
ROOM C-525

0423

EBAM/92/138

December 16, 1992

To: Members of the Executive Board
From: The Secretary
Subject: Executive Board Travel

The Secretary has received the following memoranda:

1. From Mr. Smee, dated December 14, 1992:

Would you please inform the Executive Board that I will be traveling to Ottawa on official Fund business to consult with my authorities. I propose to leave Washington on Wednesday, December 23 and to return on or about Monday, January 4, 1993. While in Ottawa, I will be spending a few days on private business.

2. From Mr. Marino, dated December 15, 1992:

Please advise the Executive Board that at the request of our Venezuelan authorities, my Alternate, Mr. Gerver Torres, will travel to Venezuela on official Fund business. Mr. Torres plans to leave Washington on or about December 22, 1992 and will return on or about January 5, 1993. While in Venezuela, Mr. Torres will take a few days on private business.

3. From Mr. Mwananshiku, dated December 16, 1992:

Please inform the Executive Board that in connection with the Managing Director's forthcoming visit to Ethiopia, I shall be traveling on official Fund business to Addis Ababa, leaving Washington on December 18 and returning on or about December 24, 1992.

In the absence of objection by the close of business on Thursday, December 17, 1992, the travel will be deemed approved by the Executive Board and it will be so recorded in the minutes of the next meeting thereafter.

Other Distribution:
Department Heads

