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**IMMEDIATE  
ATTENTION**

MASTER FILES  
ROOM C-525

0405

EBAP/92/42

February 28, 1992

To: Members of the Executive Board  
From: The Secretary  
Subject: Absence of the Managing Director

The Managing Director will be absent from Washington from the evening of Wednesday, March 4 through Thursday, March 12, 1992. He will deliver speeches to Town Hall of California in Los Angeles, the World Affairs Council of San Diego, and the Fraser Institute in Vancouver. He will then visit Japan, where he will have meetings with the authorities and will deliver a speech. Finally, he will visit the United Kingdom, where he will have meetings at the European Bank for Reconstruction and Development and will also have contacts with the authorities.

During the period between the evening of Saturday, March 7 and the evening of Tuesday, March 10, when Mr. Erb will also be away, Mr. Van Houtven will serve as Temporary Acting Managing Director.

Other Distribution:  
Department Heads  
Division Chiefs

