

**MEMO# 24247**

April 19, 2010

## **Preliminary Agenda for IOAC Meeting - May 4-5, 2010**

[24247]

April 19, 2010

TO: INTERNATIONAL OPERATIONS ADVISORY COMMITTEE No. 6-10    RE: PRELIMINARY  
AGENDA FOR IOAC MEETING - MAY 4-5, 2010

The preliminary agenda for the next meeting of the ICI International Operations Advisory Committee ("IOAC") is attached for your information, as well as the agendas for the International Committee events on May 4 and May 5. The IOAC meeting will take place on Tuesday, May 4, 2010 in the David Silver Conference Room ("DSCR") at the Investment Company Institute, 1401 H St., N.W., 12th Floor, Washington, DC. The meeting will begin at 7:30 a.m. ET with continental breakfast and will continue until approximately 12:00 p.m. The IOAC will then have a joint lunch with the International Committee ("IC") from 12:00-1:00pm ET and will participate in the International Committee meeting, which will take place from 1:00-3:00p.m. ET.

On May 5th, the IOAC will participate in a meeting with both EFAMA and the International Committee. The meeting will take place at the Marriott Wardman Park Hotel beginning with continental breakfast at 8:00 a.m. ET and is expected to conclude at approximately 3:00 p.m. ET.

If you have not registered for the IOAC and IC meetings and wish to do so, please register online at <http://members.ici.org/reg/ioac> as soon as possible. If you have questions about registration or hotel accommodations, please contact Agnes at 202/326-5846 or [agnes@ici.org](mailto:agnes@ici.org).

## **Dial-in for May 4 IOAC Meeting**

Here is the dial-in information for the IOAC meeting, for those of you that are not able to attend in person. If you have not already done so, please let Agnes Thomas ([agnes@ici.org](mailto:agnes@ici.org) or 202-326-5846) know that you plan to dial-in to the meeting so that we can secure a sufficient number of lines for the teleconference. In addition, we would like to email the meeting materials to you and include your name on the expected attendees list. Please dial-in between 7:45-8:00 a.m. ET, as we will begin the meeting promptly at 8:00 a.m. ET.

LEADER:  
CALL DATE:  
DURATION:  
CALL TIME:  
USA Toll Free #:  
Int'l. dial-in #  
PASSCODE: MS DIANE BUTLER  
MAY-04-2010 (Tuesday)  
4 ½ HRS  
08:00 AM EASTERN TIME  
888-553-0015  
1-210-234-0001  
68597

Please note that the dial-in is only for the IOAC meeting that takes place the morning of May 4. Dial-in access will not be provided to the International Committee meetings the afternoon of May 4 and on May 5.

## **Committee Dinner -May 4**

There will be a joint dinner for the IOAC, the Transfer Agent Advisory Committee and the Small Funds Committee on Tuesday, May 4th at 7:00 p.m. ET at the Marriott Wardman Park Hotel. The dinner will cost \$85.00 per person, which you will pay at the time that you register for the IOAC events online. Attire for the dinner is business casual. Kindly note that if your plans change and you are unable to join us for dinner, you must cancel three business days in advance in order to receive a refund.

## **ICI Conferences May 5-7**

This year the ICI General Membership Meeting (GMM), the Operations & Technology Conference and the Mutual Fund Compliance Programs Conference will all take place on

May 5-7 at the Marriott Wardman Park Hotel. If you plan to stay on for the conferences and have not yet registered, please visit [http://www.ici.org/events/upcoming/conf\\_10\\_operations](http://www.ici.org/events/upcoming/conf_10_operations).

We look forward to seeing you in Washington, D.C.

Ghassan G. Hakim  
Senior Vice President -  
Franklin Templeton Investments  
Chairman -  
International Operations Advisory Committee Diane M. Butler  
Director - Transfer Agency  
International Operations

[Attachment](#)

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