

MEMO# 23871

October 13, 2009

Notice of Internal Audit Advisory Committee Meeting in Washington on Thursday, Nov. 12th; Informal Dinner on Nov. 11th; RSVP by Nov. 2nd

[23871]

October 13, 2009

TO: INTERNAL AUDIT ADVISORY COMMITTEE No. 6-09 RE: NOTICE OF INTERNAL AUDIT
ADVISORY COMMITTEE MEETING IN WASHINGTON ON THURSDAY, NOV. 12TH; INFORMAL
DINNER ON NOV. 11TH; RSVP BY NOV. 2ND

The next meeting of the Internal Audit Advisory Committee of the Investment Company Institute (ICI) is scheduled for Thursday, November 12th from 9:30 to 3 p.m. at the ICI's office in Washington, DC. The ICI's office is located at 1401 H Street, NW, 12th floor. We have set the start time for the meeting one-half hour earlier than usual to accommodate John Walsh, the Acting Director of the SEC's Office of Compliance Inspections and Examinations, who will meet with the Committee at 10. As with our previous fall meetings of the Committee in Washington, John has agreed to provide members an update on SEC issues and engage in an informal discussion with the Committee on industry issues. The rest of the meeting agenda will be comprised of issues suggested by members of the Committee.

In addition to the meeting on November 12th, as is our custom, there will be an informal dinner of the Committee on November 11th (Veterans Day) at a place and time to be determined. Further details regarding this dinner will be provided to attendees as soon as they become available. All persons attending the dinner will be billed for their portion of the total cost.

No later than Monday, November 2nd, please let us know whether you plan to attend this meeting by clicking here on this link <http://members.ici.org/reg/iaac>. Clicking on this link will enable you to register through Cvent by filling out the necessary information regarding the meeting including whether you plan to attend the informal dinner on November 11th and the issues you would like to have discussed at the meeting. As with previous meetings of the Committee, we are asking Committee attendees to provide at least one issue for discussion at the meeting.

Once we receive your responses to this memo, we will circulate an agenda for the meeting and provide details for the informal dinner. In the meantime, if you have any questions or thoughts about the meeting, please contact the undersigned at 610-676-1646 (mcatanese@seic.com) or Tami Salmon of the ICI at 202-326-5825 (tamara@ici.org).

Following this memo are hotels that are within walking distance of the ICI. Please note that the Institute has not made any special arrangements with any of these hotels and Committee members are responsible for making their own hotel arrangements.

We look forward to receiving your agenda issues and hope to see you at the upcoming meeting!

Mario Catanese
Chairman

Hotel Suggestions

Hotels that are within walking distance of the ICI are as follows:

Hilton Garden Inn 815 14th Street NW 202-783-7800 Sofitel Lafayette Square 806 15th Street, NW 202-730-8800 Crowne Plaza Hotel 14th & K Streets, NW 202-682-0111 JW Marriott 1331 Pennsylvania Ave., NW 202-393-2000 Willard Intercontinental (\$\$) 1401 Pennsylvania Ave., NW 202-628-9100 Hay Adams (\$\$) 800 16th Street, NW 202-638-6600

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