

MEMO# 32765

September 18, 2020

Registration Open - Virtual Operations Committee Meeting October 21 & 22 2020

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September 18, 2020 TO: Operations Committee RE: Registration Open - Virtual Operations Committee Meeting October 21 & 22 2020

The next Operations Committee meeting will take place on Wednesday, October 21 and Thursday, October 22, 2020. Due to the current challenges and travel restrictions, the meeting will be held via virtual sessions. We are dividing the meetings into four parts, two each day, and there will be a detailed agenda covering all sessions sent out shortly.

Sessions

October 21st

Session 1 (11:00 am – 12:30 pm ET)

Session 2 (2:00 pm – 3:30 pm ET)

October 22nd

Session 3 (11:00 am – 12:30 pm ET)

Session 4 (2:00 pm – 3:30 pm ET)

The sessions will be facilitated using Zoom. Committee members are encouraged to log into the meeting using the Zoom application and the voice over internet protocol (VOIP) functions. If you do not have the ability to participate via the Zoom application and VOIP, provide the telephone number you will be calling from in your registration as this information will be used to admit you to the call. Please try and join 15 minutes before to help ensure we start on time.

Shop Talk

Committee members or their substitutes are encouraged to submit shop talk items either through the online registration process or to Marty Burns at mburns@ici.org or 202 657 7946 no later than October 9, 2020. We find that our discussion is most effective when meeting attendees have enough time to review and prepare response to shop talk questions prior to the meeting.

Online Registration

To register for the Operations Committee meeting, please visit our registration site at www.ici.org/reg/operations/virtual_mtg. Please note that the only way to register for the Operations virtual meeting sessions is through the Cvent link above. ***Log in details will be sent to registered attendees only through your Cvent confirmation.***

If you have questions about registration, please contact Magen Dargon at 202-326-5943 or magen.dargon@ici.org.

We look forward to seeing you online!

Peter Callahan

Chair - Operations Committee

Senior Vice President & Head of Global Transfer Agent Operations - AB Global

Martin A. Burns

Chief Industry Operations Officer

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