

MEMO# 15699

February 26, 2003

FINAL PROGRAM FOR 2003 INVESTMENT COMPANY DIRECTORS' WORKSHOP

[15699] February 26, 2003 TO: BOARD OF GOVERNORS No. 9-03 INVESTMENT COMPANY DIRECTORS No. 2-03 PRIMARY CONTACTS - MEMBER COMPLEX No. 19-03 SEC RULES COMMITTEE No. 20-03 RE: FINAL PROGRAM FOR 2003 INVESTMENT COMPANY DIRECTORS' WORKSHOP As previously announced, the Investment Company Institute will offer an Investment Company Directors' Workshop on April 8, 2003. This one-day workshop will open with an overview of the role of investment company directors, including a discussion of the traditional role of fund directors and how that role has changed. Later panels will explore the role of directors in reviewing fund financial statements, director oversight of internal controls, and the board's relationship with the external auditor. The final workshop session will feature an informal discussion with representatives from the U.S. Securities and Exchange Commission. Attendance at the workshop will be limited. Registration will be open to directors and employees of Institute member companies until March 17th. Nonmembers will be admitted beginning on March 17th on a space-available basis. A final program and registration form are attached to this memorandum. The registration form may be returned to the Institute by mail or fax at the address and/or fax number on the form. The workshop will be held at the Grand Hyatt Washington, 1000 H Street, NW, Washington, DC. The program will begin at 8:30 am and conclude by 4:30 pm. If you plan to spend the night at the hotel on April 7th, reservations should be made by contacting the hotel directly at 202/582-1234. To ensure the conference room rate of \$209, you must contact the hotel no later than March 21, 2003, and mention the Investment Company Institute when making your reservation. Marguerite C. Bateman Senior Associate Counsel Attachment (in .pdf format)