

MEMO# 8407

November 19, 1996

ICI'S NSCC SYSTEM SERVICES MANAGEMENT WORKSHOPS AVAILABLE ON VIDEOTAPE

November 19, 1996 TO: BANK AND TRUST ADVISORY COMMITTEE No. 31-96 CONTINUING EDUCATION AND TRAINING ADVISORY COMMITTEE No. 6-96 OPERATIONS MEMBERS No. 49-96 RE: ICI'S NSCC SYSTEM SERVICES MANAGEMENT WORKSHOPS AVAILABLE ON VIDEOTAPE

The Investment Company Institute is pleased to announce that its summer 1996 workshop offering, "NSCC System Services Management," is now available on videotape. This two tape set captures an informative and thought provoking discussion of Fund/SERV, Networking, Commission Settlement and the full suite of current and soon-to-be-implemented NSCC system services. Whether you're new to the NSCC or an experienced user, these tapes serve as an outstanding primer/review of the system services, their design function, and how they can work best within your organization. They're most suitable for clerical, supervisory and managerial staff moving into a Fund/SERV or Networking area for the first time. However, they're also ideal for the experienced executive at a fund company, bank trust department or brokerage who wants a "how to" on getting his/her new NSCC interface off to a good start. You and your staff can follow along as the panelists (Frank Koudelka, First Data Investor Services; Chris Hayes, NSCC; Katie Sevcik, Norwest Bank; Shawn Sullivan, ADP-SIS; and Marc Vargas, formerly of AIM) discuss planning, development, implementation, optimization and relationship management for the broad scope of NSCC mutual fund services. You'll gain insight into critical strategic and tactical issues that can help you make the most of the trading and account management relationships that you will develop and maintain through the NSCC's various services. The tapes are available individually or as a set. Segment I contains a discussion of Networking and related services. Segment II contains a discussion of Fund/SERV and related services. Prices for the tapes are \$150 for Segment I or Segment II individually, and \$275 for the combined set. (See the attached detail sheet for specifics on materials, costs, and how to order.) For your convenience, an order form is enclosed. To place an order using a credit card (Visa or Mastercard), please call the Michelle Worthy, the ICI's fulfillment specialist, at 202/326-5872. If you desire further information on the workshops and their content, please feel free to contact the undersigned at 202/326-5848. Kevin Farragher Director - Operations Distribution & Service

should not be considered a substitute for, legal advice.