

MEMO# 6140

August 16, 1994

INVESTMENT MANAGEMENT INDUSTRY DISASTER RECOVERY SURVEY - SECOND REQUEST

August 16, 1994 TO: OPERATIONS COMMITTEE NO. 22-94 RE: INVESTMENT MANAGEMENT
INDUSTRY DISASTER RECOVERY SURVEY - SECOND REQUEST

_____ This is a second request for completion of the Disaster Recovery Survey sent to you on July 6, 1994 (see attached Memorandum to ICI Mutual Members No. 14-94 and Operations Committee No. 14-94). Please note that the completed survey was due on August 15, 1994. It is requested that completion of this survey be given immediate attention. Your input to this survey is important in assisting the Investment Company Institute's Operations Department and ICI Mutual Insurance Company (who are jointly participating in this long-term project) in gathering background information regarding management plans developed by the industry for re- establishing business operations following a disaster event. In order for us to begin analyzing data gathered we must have a sufficient response from members. We urge you to please complete and return the Investment Management Industry Disaster Recovery Survey at your earliest convenience, no later than August 31, 1994. Should you require an additional copy of the survey or have any questions, please contact Kathleen C. Joaquin at ICI Mutual Insurance Company at (202) 326-5465. If you have already completed the survey, then disregard this notice. Thank you for your attention in this matter. Donald J. Boteler Donald E. O'Connor Vice President - Operations Executive VicePresident Investment Company Institute & Chief Operating Officer ICI Mutual Insurance Company attachment

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