

**MEMO# 8782**

April 9, 1997

## **YEAR 2000 DATA PROCESSING CONVERSION -- PLANNING AND PROGRAM SURVEY**

April 9, 1997 TO: OPERATIONS COMMITTEE No. 9-97 RE: YEAR 2000 DATA PROCESSING  
CONVERSION -- PLANNING AND PROGRAM SURVEY

\_\_\_\_\_. Please take a few moments to complete the attached brief questionnaire seeking high level information about year 2000 compliance efforts and return it to the attention of Agnes Thomas at the Institute at fax # 202-326-5853. Individual responses will be held strictly confidential. The data will be compiled for circulation and discussion at the Committees April 24th meeting. An aggregate level summary of the compiled data will be shared with the SEC staff. The summary will not reveal any individual firms responses. The questionnaire was developed in cooperation with SEC staff members responsible for reporting to Congress on June 1, 1997 on the status of progress in all segments of the securities industry toward year 2000 compliance. Other associations and key organizations are also assisting the Commission in developing information for the Congress on this important matter. The questionnaire should take no more than five or ten minutes to complete. We would appreciate your responding as soon as possible but not later than Friday, April 18. Thank you for your prompt cooperation. Donald J. Boteler Vice President - Operations & Training Attachment (in .pdf format)

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