

MEMO# 14255

December 18, 2001

OFFSHORE FUND CHARACTERISTICS SURVEY

[14255] December 18, 2001 TO: INTERNATIONAL OPERATIONS ADVISORY COMMITTEE No. 22-01 RE: OFFSHORE FUND CHARACTERISTICS SURVEY The International Operations Advisory Committee (IOAC) agreed earlier this year to begin focusing on cross-border, non-domestic retail fund clearance and settlement issues, particularly in Europe. As a first step, a task force was formed to develop a survey to gather specific information on the types of offshore fund products distributed by IOAC members worldwide. The Committee task force chaired by Marc Scher of Merrill Lynch Investment Managers has developed the attached Offshore Fund Characteristics Survey for your completion. The survey solicits summary data on retail distributed mutual fund/money market products that are domiciled outside the U.S. (non 40 Act funds) which are distributed cross border. Data collected from each individual firm will remain strictly confidential and only aggregate survey results will be reported to International Operations Advisory Committee members. This survey is a web-only survey. We request that all survey participants access and complete the survey on the specially designated address on the Institute's website. Your firm's designated survey contact may now register and complete the survey at <http://surveys.ici.org/offshore/survey.html>. Please submit your completed web survey to the Institute no later than January 10, 2002. If you have any questions regarding the survey, please direct your inquiries to the following Institute staff: • Registration issues – Misty Phillips at mphillip@ici.org or 202/326-5852, • Technical issues regarding web entry of the survey – Lee Butler at lbutler@ici.org or 202/326-5931, and • Survey content issues – Kathy Joaquin at kjoaquin@ici.org or 202/326-5930. We encourage all International Operations Advisory Committee members to complete this survey. The aggregate survey results will be shared with the Committee and reviewed and discussed at future Committee meetings. 2 Thank you for your attention and assistance in this important project. Kathleen C. Joaquin Director – Transfer Agency & International Operations Attachment Attachment (in .pdf format)