



INTEROFFICE MEMORANDUM

DATE: Tuesday, July 26, 2005

TO: Heads of Delegations

FROM: Secretary General R. Spencer Oliver

RE: Minutes of the Standing Committee Meeting in Washington

CC: Secretaries of Delegations

I am pleased to forward to you the minutes of the Standing Committee meeting of Friday, July 1 in Washington D.C. If you have any questions or comments, please do not hesitate to call. The next meeting of the Standing Committee will be on October 8, 2005 from 3:00 p.m. to 6:00 p.m. in Sveti Stefan in conjunction with the Annual Fall Conference and Mediterranean Forum.

I want to thank the Members of the Standing Committee for your support and the renewal of my mandate as Secretary General. I look forward to continuing to serve the Assembly to the best of my ability in the years ahead.

A handwritten signature in black ink, appearing to read 'Spencer Oliver'. The signature is fluid and cursive, with a large initial 'S' and 'O'.