

~~ADMINISTRATIVE - INTERNAL USE ONLY~~

OTE 87-6838 6 APR 1987

MEMORANDUM FOR: Executive Director

VIA: Deputy Director for Administration
Administrative Officer, DCI

FROM: [redacted]
Director of Training and Education

SUBJECT: Request for Approval to Incur Expenses Under
[redacted]

1. Approval is requested to incur expenses allowed under
[redacted]

2. I believe the expenditure of appropriated funds is authorized under [redacted] for the costs for a reception on 20 April 1987 for the purpose of promoting a relationship with a leading authority on the international economy.

3. The Official Guest will be Rudiger Dornbusch, Ford International Professor of Economics, the Massachusetts Institute of Technology, who will be the lead off speaker in our "Distinguished Economists Lecture Series."

4. The Official Agency Host will be [redacted] GS-14, Office of Training and Education.

5. Other guests present will be:

John L. Helgerson, A/DDI

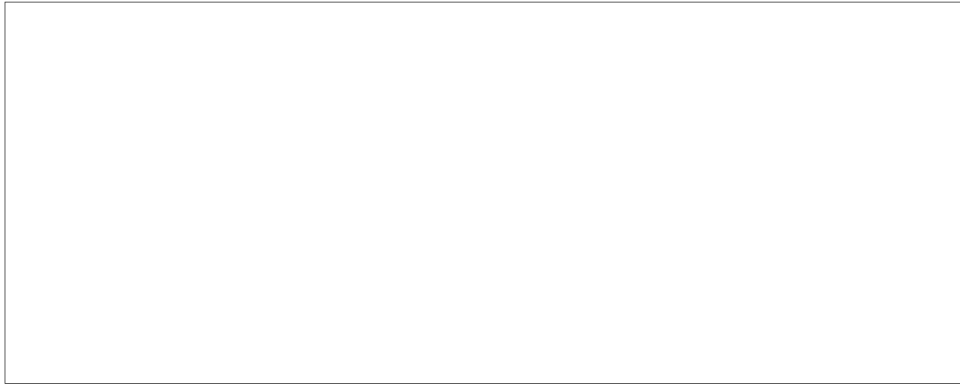
Deane Hoffmann, NIO/Economics

[redacted]

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In addition to the above individuals, approximately 30 other guests will attend; a final name list will be provided after all have confirmed.

6. I certify that the attendance of the individuals listed in paragraphs 4 and 5 is considered essential to the conduct of official Government business and further, that the function will facilitate the accomplishment of the DCI's duties and responsibilities.

7. The estimated cost of this function is \$400.00.

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CONCURRENCE:

Deputy Director for Administration

Date

I certify the availability of funds in the amount indicated in paragraph 7.

Budget and Fiscal Officer, DCI

Date

APPROVED:

Executive Director

Date

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SUBJECT: Request for Approval to Incur Expenses Under

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OTE/ITD/TIB: (1 Apr 87)

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