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Note to Ms. Thomas

Correspondence addressed to the incoming Secretary-General

Thank you for alerting me that once a new Secretary-General is appointed, we might expect a significant amount of mail to be addressed to the incoming Secretary-General.

Please log such correspondence to me. The office of the Chef de Cabinet will be the inter-face with the incoming administration in the transition period, and I will consult with them regarding how they wish to handle congratulatory and other types of letters.

Thank you for your cooperation.



Alicia Bárcena
2 October 2006

Copy to:
The Deputy Secretary-General

OCT - 2 2006