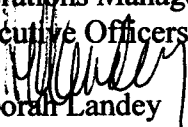


UNDP/ADM/2002/53
02 December 2002

To: Bureau Directors
Resident Representatives
Deputy Resident Representatives (Operations)
Operations Managers
Executive Officers

From: 
Deborah Landey
Deputy Assistant Administrator and
Director
Office of Human Resources
Bureau of Management

Subject: **Family Visit (FV) Travel**

Further to UNDP/ADM/2002/51 of 21 November 2002, providing staff with up-dated guidelines containing details of the current policies and procedures on Family Visit (FV) Travel, I am pleased to attach an up-dated sample PowerPoint presentation that your office may wish to adapt and use when briefing staff on this subject.

Thank you.