



**DEPARTMENT OF ADMINISTRATION**

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**ALL AGENCY MEMORANDUM #2010-40**

September 28, 2010

TO: All Agencies

FROM: Andrew K. Clinger, Director  
Department of Administration

SUBJECT: NEXT INTERIM FINANCE COMMITTEE MEETING

The Budget Division received notice today from the Legislative Counsel Bureau (LCB) that the next Interim Finance Committee (IFC) meeting has been scheduled for **Wednesday, December 15, 2010 at 9:00 a.m., in Carson City**. All items requiring IFC approval must be submitted to the Budget Division no later than **5:00 p.m. on Friday, October 15, 2010.**

**It is important that you prepare and forward to the Budget Division work programs as they become necessary and not wait until a deadline is announced. Work programs that are submitted late will not be submitted to LCB's Fiscal Analysis Division without the Governor's approval.**

  
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Andrew K. Clinger