

To: Mr. M.F. Broughton
Mr. B.D. Bramley
Mr. R.J. Pritchard
Mr. U. Harter
Mr. P.J. Rombaut
Mr. J-L. Mercier
Mr. T. Wylie

c.c. Mr. B.P. Garraway

Tobacco Strategy Review Team

The agenda for the meeting to be held here on 30th November is attached.

Additions compared with the draft agenda sent out on 12th October are:-

Item 2 : Co-ordination of Representation in Overseas Markets.

Item 8 : Review of Leaf Supply Worldwide 1991-1992.

The purpose of the first of these items is to consider the scope for Group companies to co-operate more closely and to share facilities in markets where more than one Operating Group is represented.

The purpose of the second item is to review the expected supply position for Leaf in 1991 and 1992, taking into account the disruption in Eastern Europe and USSR.

Papers for the meeting will be circulated on 23rd November but it is hoped to circulate the R&D paper a few days before this, to allow time for this to be considered ahead of the meeting.

Items not covered on the agenda which are due to be reviewed in 1991 are:-

- (a) Review of Smoking and Health Compendiums (February 1991).
- (b) Targets for Reducing Sidestream Smoke (February 1991)
- (c) Leaf Grade Rationalisation (May 1991)
- (d) The Additives Register (May 1991).
- (e) Inter-Company Transfers (September 1991).

Dates proposed for the 1991 meetings are Wednesday, 27th February, Thursday, 30th May and Friday, 6th September. A further date at the beginning of December has not yet been confirmed.

RS

R. Salter

RS/DJA
9th November 1990

Enclosure

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