

**BRITISH-AMERICAN TOBACCO COMPANY LTD**

A member of the B.A.T. Industries Group

ALH/AJZ

11 July 1989

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Dear Richard,

R.P.G. Meeting - Canada 18-21 September 1989Proposed Agenda

I have taken your various suggestions for strategic items to be considered at this meeting and have constructed the accompanying agenda.

At this stage, there is a need to get agreement to the overall shape (and to ensure nothing has been overlooked). It is also important to get agreement from selected individuals that they are willing to present lead papers on the identified topics. The purpose of these papers is to present a position statement followed wherever possible, by proposals for action. You will see from the agenda that I am indicating only the suggested maximum duration of the presentation material. This should allow at least an equivalent time for discussion and, hopefully, conclusion.

I should be grateful for a prompt telex confirming (or otherwise) your agreement to the agenda and your willingness to cover the specified areas.

With kind regards,
Yours sincerely,

A.L. HEARD

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