



Roger P. Snoble
CEO


DECEMBER 14, 2001

Metropolitan
Transportation
Authority

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**TO: BOARD OF DIRECTORS
EXECUTIVE STAFF**

FROM: ROGER SNOBLE, CHIEF EXECUTIVE OFFICER 

SUBJECT: ABSENCE FROM THE OFFICE

I will be out of the office on vacation from December 15th through
December 21st.

During my absence John Catoe will be acting on my behalf with full
signature authority. John can be reached at (213) 922-6800.