**MEMO**

**TO: CLERK OF THE NATIONAL ASSEMBLY**

**FROM: ASSISTANT DEPUTY CLERK/DEPUTY DIRECTOR LEGISLATIVE SERVICES**

**DATE: NOVEMBER 25, 2010**

**SUBJECT 57TH SESSION OF THE EXECUTIVE COMMITTEE & THE 33RD CONFERENCE OF SPEAKERS OF NATIONAL PARLIAMENTS OF THE AFRICAN PARLIAMENTARY UNION 29TH NOVEMBER TO DECEMBER 3RD 2010 – MALABO, EQUATORIAL GUINEA**

With regard to Hon. Gitobu Imanyara’s attendance to the above meeting, tickets were unavailable for procurement for the 28th for departure, instead an available flight was found on the 27th of November with a return on the 5th of December instead of the 4th.

This is to request your approval for additional per diem for the two days.

J. N. Mwangi