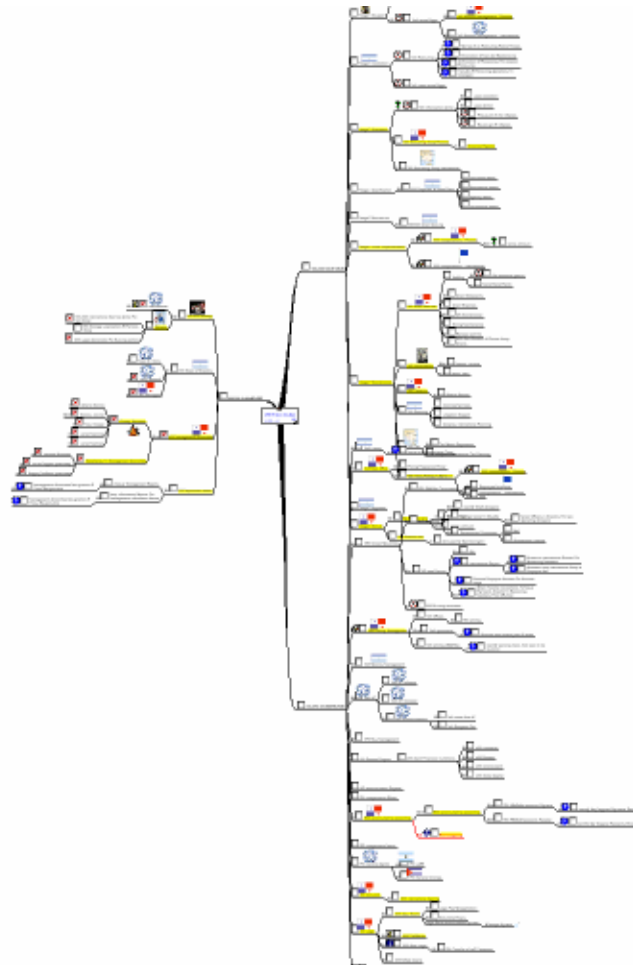


450 Project Joshua

*Update for 7 August 2002. Prepared After Weekly Management Meeting
Due To E-Mail Delay At PATCO.*



New Group Structure As It Affects Panama.

Colour Code:

New Issues

Critical Issues

Status Report Pending and/or Overdue

Open Issues:

- **7 August 2002. Form for billing renewal fees for non-Panama entities.**
 - **7 August 2002. Network security issues.**
- **7 August 2002. Capital budget items for computers and backups.**
- **7 August 2002. Investment correspondent account.**

1 000-200 MANAGEMENT

Start date: 6/27/2002	End date: 7/27/2002	
Priority:	Duration: 22 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 75%
Resources:	Categories:	

1.1 000-100 Strategy

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 75%
Resources:	Categories:	

We need to put the past behind us. Panama needs to make a contribution to group's profitability. Panama, of course, will need to service certain key areas that have been restructured from the previous THO.

1.1.1 International

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 100%
Resources:	Categories:	

10 March 2002. Directors.

THO's Global Network - A Proactive Posture For Turbulent Times

The Harris Organization operates via a global network in order to minimize political and financial risk. Its shareholders, management, offices, correspondents, and other affiliates are spread throughout the world to provide maximum diversification. In the same manner that we do not believe in placing all your financial eggs in one basket, we do not believe in placing all your political eggs in one either.

The information revolution is altering the nature of business competition. First, this revolution is favoring and strengthening network forms of organization, often giving them an advantage over traditional forms. The rise of networks means that power is migrating to transnational businesses like THO, because we are able to organize into

sprawling multi-organizational connected networks more readily than can traditional, geographically dependent companies. Second, as the information revolution deepens, the conduct and outcome of business competition will increasingly depend on information and communications. More than ever before, success will revolve around "knowledge". Our corporate strategy has always emphasized the organizational dimension with the appropriate international doctrinal, technological and social dynamics.

The Harris Organisation consists of dispersed business units, small teams, and individuals who communicate, coordinate, and conduct their campaigns in an internetted manner, often without a precise central command. Our use of the network form of organization, doctrine, strategy, and technology is attuned to the information age that allows us to draw from our global pool of experts.

Our distinctive approach to business, both onshore and offshore, has unusual strengths for both offense and defense. On the offense, our networks tend to be adaptable, flexible, and versatile vis-a-vis opportunities and challenges. In terms of our defensive potential, our networks tend to be redundant and diverse, making them robust and resilient in the face of attack. We always attempt to blend the best of offshore and onshore.

Through our capacity for interoperability and decentralized command and control, our design is difficult to crack and defeat as a whole. In particular, this minimizes our organization's exposure to the loss of key personnel. Thus, whoever wants to attack a network is generally limited to those portions of a network that can be found and confronted. Regardless of the circumstances, our network approach is designed to blur or blend as need be.

Although our approach to global business may intellectually challenge selected fundamental beliefs of certain cultures, societies, and governments, it is always handled in a manner to clearly comply with territorial and geographically dependent legislation. Our approach emphasizes the identification of new opportunities as well as the gray areas of legislation, striking where lines of authority crisscross and international conflict of law emerge. Utilizing this approach,

international businesses are able to minimize the anti-competitive actions of politically connected competitors as well as excessive bureaucratic regulation that was designed in another era. In short, we liberate entrepreneurs from excessive government interference and bureaucratic coercion.

Although some may argue that our methods could be utilized for wrongdoing, our approach is only available for those seeking to maximize profits for their clients and stakeholders, as well as achieve greater good for the greatest number.

1.1.2 Panama

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 67%
Resources:	Categories:	

1.1.2.1 300-390 International Service Centre For New Group

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 100%
Resources:	Categories:	

1.1.2.2 800 Manage Liquidation Of Previous Group

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

1.1.2.3 900 Legal Coordinator For Existing Actions

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 100%
Resources:	Categories:	

1.2 200 Board of Directors

See document: <mailto:directors@marc-harris.com>

Start date: 6/27/2002	End date: 6/27/2002
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Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 67%
Resources:	Categories:	

1.2.1 Marc M. Harris

See document: <mailto:mmharris@marc-harris.com>

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

1.2.2 Larry Gandolfi

See document: <mailto:lgandolfi@marc-harris.com>

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 100%
Resources:	Categories:	

1.2.3 Ken Darlington

See document: <mailto:kdarling@marc-harris.com>

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 100%
Resources:	Categories:	

1.3 200 Management Committee

See document: <mailto:mgt-cmte@marc-harris.com>

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 100%
Resources:	Categories:	

30 June 2002. A new Panama management committee will be created that will be expected to handle all issues associated with the office.

1.3.1 Primary Members

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 100%
Resources:	Categories:	

1.3.1.1 Octavio Molina

See document: <mailto:omolina@marc-harris.com>

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 100%
Resources:	Categories:	

1.3.1.2 Marcos Justine

See document: <mailto:mjustine@marc-harris.com>

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 100%
Resources:	Categories:	

19 July 2002. This will be Marcos' last full day with the organisation in Panama.

1 June 2002. When Marcos leaves, we can then address whether an additional member is appropriate or if there is any disagreement how they will be resolved.

1.3.1.3 Max Hidalgo

See document: <mailto:mhidalgo@marc-harris.com>

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 100%
Resources:	Categories:	

1.3.1.4 Javier Manning

See document: <mailto:jmanning@marc-harris.com>

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 100%
Resources:	Categories:	

1.3.1.5 Javier Martinez

See document: <mailto:jmartinez@marc-harris.com>

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 100%

Resources:	Categories:
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1.3.2 Secretaries To Management Committee

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 100%
Resources:	Categories:	

1.3.2.1 Yanitza Gonzalez

See document: <mailto:yfgonza@marc-harris.com>

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 100%
Resources:	Categories:	

1.3.2.2 Vivian Silgado (Alternate)

See document: <mailto:vsilgado@marc-harris.com>

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 100%
Resources:	Categories:	

1.3.2.3 Magaly McClean (Alternate)

See document: <mailto:mmcclean@marc-harris.com>

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 100%
Resources:	Categories:	

1.4 200 Department Heads

Start date: 7/25/2002	End date: 7/27/2002	
Priority:	Duration: 2 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 15%
Resources:	Categories:	

30 June 2002. New organisation chart required. Daily and weekly reports need to be re-initiated.

1.4.1 Weekly Management Reports

Start date: 7/25/2002	End date: 7/27/2002
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Priority:	Duration: 2 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 15%
Resources:	Categories:	

30 July 2002. Weekly Management Reports will continue to be required for all key operating areas. Until a new template is designed, the existing format should continue to be utilised.

1.4.1.1 Management Committee Designation Of Those Responsible

Start date: 7/25/2002	End date: 7/27/2002	
Priority: 2	Duration: 2 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 15%
Resources: 200 Management Committee	Categories:	

28 July 2002. The only weekly management reports currently being received by directors are from 800 Special Help, Client Services and Planning/Incorporations.

1.4.2 Daily Information Reports For Management Information Centre

Start date: 7/26/2002	End date: 7/26/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 15%
Resources:	Categories:	

30 June 2002. Although our formal Management Information Centre has not been completed, the information that was previously supplied on a daily basis to THO Today should continue to be sent.

1.4.2.1 Management Committee Designation Of Those Responsible

Start date: 7/26/2002	End date: 7/26/2002	
Priority: 2	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 15%
Resources: 200 Management Committee	Categories:	

2 300-390 VALUE CHAIN

Start date: 6/27/2002	End date: 8/15/2002	
Priority:	Duration: 36 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 5%
Resources:	Categories:	

2.1 Stage 1 Suspect

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

2.1.1 310 Mailing Lists

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

19 July 2002. The goal will be to consolidate mailing list management in Nicaragua.

2.1.2 310 Home Pages

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

19 July 2002. Several home page proposals are being reviewed. 3 July 2002. This issue remains pending.

2.1.2.1 310 Domain Management - Panama

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

31 July 2002. Domains & E-mail strategies were outlined in a detailed mind map forwarded to IST.

3 July 2002. Management Committee agreed that we will attempt to centralise our positive activities around the domain <http://www.theoffshorecentre.com>

26 June 2002. 300-390 The Offshore Centre should be the primary domain for all "new positive" activities of the group. 800 - 900 Issues dealing with past legal matters should be handled under a separate domain. Recommendations are encouraged.

2.1.2.2 310 Domain Management - International

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

6 August 2002. Initial home page strategies have been drafted and awaiting comments from the management committee and directors.

31 July 2002. Domains & E-mail strategies were outlined in a detailed mind map forwarded to IST.

3 July 2002. Management Committee Meeting. Communications will be focused around <http://www.theoffshorecentre.com>.

26 June 2002. 310 Marc Harris.Com will only be used for publishing type activities 360 All other activities can be directed from another domain or guest-mail.com. Open to suggestions.

2.2 Stage 2 Incubation

Start date: 6/27/2002	End date: 8/15/2002	
Priority:	Duration: 36 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 30%
Resources:	Categories:	

2.2.1 310 Publishing

Start date: 7/15/2002	End date: 8/15/2002	
Priority:	Duration: 24 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 38%
Resources:	Categories:	

2.2.1.1 Review of All Publishing Public Folders

See document: <mailto:ajaen@marc-harris.com>

Start date: 7/15/2002	End date: 7/15/2002	
Priority: 2	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 50%
Resources: Abdul Jaen	Categories:	

2.2.1.2 Elimination Of Van Cart Relationship

See document: <mailto:ajaen@marc-harris.com>

Start date: 7/15/2002	End date: 7/15/2002
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Priority: 2	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 50%
Resources: Abdul Jaen	Categories:	

2.2.1.3 Confirmation Of Procedures For Amazon Processing

Start date: 7/15/2002	End date: 7/15/2002	
Priority: 2	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 25%
Resources: Abdul Jaen	Categories:	

2.2.1.4 Transfer Of Publishing Operations To Nicaragua

Start date: 8/15/2002	End date: 8/15/2002	
Priority: 2	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 25%
Resources:	Categories:	

2.2.2 310 Lead Home Pages

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

2.3 Stage 3 Orientation

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 17%
Resources:	Categories:	

2.3.1 320 Information Centre

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 25%
Resources:	Categories:	

2.3.1.1 Lead Allocation

Start date: 6/27/2002	End date: 6/28/2002
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Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 50%
Resources: 200 Directors	Categories:	

19 July 2002. Lead allocation is currently being handled by directors.

2.3.1.2 Lead Control

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 50%
Resources: 390 Client Services	Categories:	

19 July 2002. Leads that have been allocated are being forwarded to Client services for registration in CIS.

2.3.1.3 Phase-out of Old Infopack

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

2.3.1.4 Re-design Of Infopack

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

2.3.2 320 Marketing Group Panama

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

2.3.2.1 Edmundo Pagliaro

See document: <mailto:epagliaro@marc-harris.com>

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

2.3.3 320 Marketing Group International

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

6 August 2002. Initial planning has begun on what type of future sales force we will require.

2.4 Stage 4 Qualification

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

2.4.1 330 Proposals & Initial Plans

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

6 August 2002. Project PAPA continues to progress a computerised aid to our normal planning & proposal function. The overview of all major modules except the commercial section has been completed.

30 June 2002. A new planning group will organised under Nicaragua.

2.4.1.1 Individual Needs

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

2.4.1.2 Commercial Needs

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

2.4.1.3 Agency Needs

Start date: 6/27/2002	End date: 6/27/2002	
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Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

2.4.1.4 Institutional Needs

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

2.5 Stage 5 Conversion

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

2.5.1 380/390 Client Closing

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

6 August 2002. A system is currently being developed for the "choreography" of client visits to Nicaragua.

30 June 2002. For the near term, Nicaragua will be the centre of large client closings.

2.6 Stage 6 Initial Implementation

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

2.6.1 330 Incorporations - Panama

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%

Resources:	Categories:
30 June 2002. Certain issues will depend upon whether or not Berta Sanchez intends to stay.	

2.6.1.1 Verna Johnson

See document: <mailto:incorporations@marc-harris.com>

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

6 August 2002. Verna Johnson will remain in charge of incorporations for the foreseeable future.

19 July 2002. In light of Berta Sanchez's departure, Verna Johnson will handle incorporations for the foreseeable future.

2.6.2 330 Incorporations - International

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

19 July 2002. This will be handled by Incorporations Panama for the time being with assistance from directors.

1 July 2002. Details still need to be determined.

2.7 Stage 7 Maintenance

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

2.7.1 390 Client Services

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 2%
Resources:	Categories:	

2.7.1.1 Staffing

Start date: 6/27/2002	End date: 6/28/2002
-----------------------	---------------------

Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

2.7.1.1.1 One additional person

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

1 July 2002. Elsa Arenas.

2.7.1.1.2 Maria Elena Puerta

See document: <mailto:mepuerta@marc-harris.com>

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

2.7.1.2 Client Statements

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

19 July 2002. Statements are only being sent on a as requested basis.

2.7.1.3 Client Enquiries

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

2.7.1.4 CIS Maintenance

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

6 August 2002. Major improvement in CIS were reported by IST this week.

2.7.1.5 Billing Maintenance

Start date: 6/27/2002	End date: 6/27/2002
-----------------------	---------------------

Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

2.7.1.6 Renewal Activity

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

6 August 2002. From the management committee meeting of the prior week and agreed to by directors:

Recomendamos que María Elena junto con Marvel se encarguen de depurar la lista de los clientes clasificados en 800 y 900 con el objeto de enviar cartas de cobro firmadas por Linero Hidalgo y Asociados(Agente de Cobro) sobre los RENEWAL FEE.

Separar los cobros dependiendo de las jurisdicciones de las corporaciones incluyendo la tasa única y el honorario de agente residente a las que así clasifiquen

5. M.A.G procederá al cobro de los sobregiros existentes de los clientes que no estén en la categoría de 800 y 900.

2.7.1.7 800 Classification Of Former Group Clients

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

28 July 2002. Renewal fees should be billed from Linero & Hidalgo until the law firm is completed.

28 July 2002. Asset protection only clients can remain clients of MMH BVI for the time being.

30 June 2002. All former group financial clients shall assumed to clients of MAG.

2.7.2 340 Investments

Start date: 6/27/2002	End date: 6/28/2002
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Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

2.7.2.1 Marcos Justine

See document: <mailto:mjustine@marc-harris.com>

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

19 July 2002. With Marcos' departure, Abdul will be taking over these responsibilities.

2.7.2.2 Abdul Jaen

See document: <mailto:ajaen@marc-harris.com>

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

2.7.3 340 Treasury

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

2.7.3.1 Octavio Molina

See document: <mailto:omolina@marc-harris.com>

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

2.7.4 330 Planning

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

2.7.4.1 Nominee Services

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

2.7.4.2 Litigation Support

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

2.7.4.3 Complex International Planning

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

2.7.5 330 Tax

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

2.7.5.1 Tax Return Preparation

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

6 August 2002. An inventory of all existing tax software is required. Special emphasis should be placed on TurboTax.

19 July 2002. Despite its potential profitability, tax return preparation remains an extreme burden to the organisation. It is currently being handled at the most senior levels of the organisation.

2.7.5.2 Complex International Tax Planning

Start date: 6/27/2002	End date: 6/27/2002
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Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

2.7.6 330 Incorporations - Renewals

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

2.7.6.1 330 Incorporations - Panama

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

6 August 2002. See Management Committee notes from 31 July 2002.

19 June 2002. Certain issues will depend upon whether or not Berta Sanchez intends to stay.

2.7.6.2 330 Incorporations - International

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

6 August 2002. See Management Committee notes from 31 July 2002.

19 July 2002. An evaluation of international renewals is required.

2.8 Stage 8 Upgrades

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

2.9 Stage 9 Sunset

Start date: 6/27/2002	End date: 6/28/2002
-----------------------	---------------------

Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

2.9.1 800 Special Help

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

6 August 2002. The reorganisation theme will be maintained through the end of September.

30 June 2002. The initial Project Moses strategy will remain in effect.

2.9.1.1 Marvel Bright

See document: <mailto:mbright@marc-harris.com>

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

2.9.1.2 Verna Johnson

See document: <mailto:vajohnson@marc-harris.com>

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

19 July 2002. Verna Johnson's primary focus will be incorporations for the interim.

2.9.2 900 Ombudsman

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

2.9.2.1 Overseen By Ken Darlington

See document: <mailto:ombudsman@marc-harris.com>

Start date: 6/27/2002	End date: 6/27/2002
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Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

3 400-950 ADMINISTRATION

Start date: 6/27/2002	End date: 9/10/2002	
Priority:	Duration: 53 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 6%
Resources:	Categories:	

3.1 310 Library

Start date: 7/30/2002	End date: 7/30/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 50%
Resources:	Categories:	

This should be moved to Nicaragua when moving van sends my furniture.

3.1.1 Move to Nicaragua With Truck

See document: <mailto:personalstaffmmh@marc-harris.com>

Start date: 7/30/2002	End date: 7/30/2002	
Priority: 2	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 50%
Resources: 200 MMH Personal Staff	Categories:	

3.2 340 Back Office

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 43%
Resources:	Categories:	

Will continue be responsible for processing all transactions including past entities.

3.2.1 Pricing Frequency Policy

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 50%
Resources:	Categories:	

19 July 2002. A temporary policy has been established concerning the frequency of third party and sponsored securities pricing. See Temporary Policy Memorandum.

3.2.2 Securities Pricing System

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 25%
Resources:	Categories:	

6 August 2002. An automated system using Yahoo Finance is currently being tested. See <http://uk.finance.yahoo.com/> for details.

19 July 2002. Although we were able to use the Bloomberg pricing system up until just recently, it is no longer available. We are currently investigating alternative systems. A temporary system is in place supplemented by Yahoo Finance.

3.3 350 Human Resources

Start date: 6/27/2002	End date: 9/10/2002	
Priority:	Duration: 53 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 8%
Resources:	Categories:	

The new management committee will be tasked with making the final decisions.

3.3.1 350 GRUPASA Terminations

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 53%
Resources:	Categories:	

30 June 2002. Due to the smaller size of the Panama organisation, the expected final round of staff reductions should be reviewed by the management committee. Our final list was provided in "450 Administrative Projects\450 Rational For 15 June 2002.gif". All individuals that will not be part of the new group should be told that they are no longer part of the organisation and asked to sign the appropriate paperwork with GRUPASA. All ex-GRUPASA employees will be paid for days worked in the office. All individuals that worked till the last day will also receive an additional payment that will be determined. 26 June 2002. Management Committee Meeting. See minutes concerning decisions reached on GRUPASA employee payments.

3.3.1.1 Employee Discounts

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 95%
Resources:	Categories:	

30 June 2002. All GRUPASA employee discounts are current. 26 June 2002. Management Meeting Notes. Advanced to employees, cash permitting, prior to each pay period.

3.3.1.2 CSS

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 10%
Resources:	Categories:	

19 July 2002. Awaiting an update concerning CSS actions toward GRUPASA and potential responsible persons. 4 July 2002. New information received concerning GRUPASA CSS liability. Awaiting additional analysis. 27 June 2002. GRUPASA will continue to monitor the issue of personal liability to officers and directors 26 June 2002. CSS acted on this date to enforce their agreement with LAF/GRUPASA.

3.3.2 200 New Entity

Start date: 6/27/2002	End date: 8/8/2002	
Priority:	Duration: 31 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 15%
Resources:	Categories:	

4 July 2002. Management Meeting & Director's Comments. People not going to new group will receive 2 weeks severance for their loyalty. This will provide them with financial coverage through 15 July 2002. 4 July 2002. Management Meeting & Director's Comments. People that will be joining SOLASA executed Acuerdo Mutuos on 1 June 2002 effective 30 June 2002. 26 June 2002. A clean Panamanian shelf company should be taken immediately and used as the new Panamanian operating company. This will contract with all the employees that will stay with the new group. All the usual Panama local formalities should be applied including commercial license, RUC, etc. We will change the name of the shelf company once one is selected. For the time being, individuals can state that they will be working for "SOLASA".

3.3.2.1 Identify Shelf Company

See document: <mailto:incorporations@marc-harris.com>

Start date: 6/27/2002	End date: 6/28/2002
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Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 10%
Resources: 330 Incorporations	Categories:	

30 June 2002. Incorporations will select a Panamanian shelf entity.

3.3.2.2 Change Name To SOLASA

Start date: 7/1/2002	End date: 7/10/2002	
Priority:	Duration: 7 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 75%
Resources: 330 Incorporations	Categories:	

4 July 2002. Management Meeting. SOLASA will stand for "Soluciones Legales y Administrativas, S.A." or a similar name that results in the acronym SOLASA. 26 June 2002. Incorporations and/or Legal will execute the name change to Soluciones Administrativas, S.A. or a similar name that results in the acronym "SOLASA".

3.3.2.2.1 Select Officers & Directors For New Operating Company

See document: <mailto:mgt-cmte@marc-harris.com>

Start date: 7/1/2002	End date: 7/10/2002	
Priority:	Duration: 7 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 75%
Resources: 200 Management Committee	Categories:	

31 July 2002. Management Committee Meeting Notes. Recommended change to SOLASA board of directors'.

4 July 2002. Directors' Comments. Need for supplentes or assistants in case of their absence.

4 July 2002. Pending. Special incorporation clauses.

3 July 2002. Mangement Meeting. Max Hidalgo, President. Octavio Molina, Treasurer. Abdul Jaen. Secretary.

3.3.2.3 Panamanian Formalities

Start date: 7/10/2002	End date: 8/8/2002	
Priority:	Duration: 22 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 5%
Resources: 500 Administrative Accounting	Categories:	

30 June 2002. Administrative accounting and Panamanian legal will be responsible for these formalities.

3.3.2.3.1 RUC

Start date: 7/10/2002	End date: 8/8/2002
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Priority:	Duration: 22 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources: 500 Administrative Accounting	Categories:	

3.3.2.3.2 Commercial Licence

Start date: 7/10/2002	End date: 8/8/2002	
Priority:	Duration: 22 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources: 900 Legal	Categories:	

3.3.3 350 New Planilla

See document: <mailto:humanresources@marc-harris.com>

Start date: 6/27/2002	End date: 9/10/2002	
Priority:	Duration: 53 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources: 350 Human Resources	Categories:	

6 August 2002. Management Committee Notes From 31 July 2002 Meeting and approved by directors:

... Acordamos y recomendamos que los 26 empleados que actualmente se encuentra laborando, sean distribuidos en las siguientes sociedades:

Promar, Solasa, Hidalgo y Asociados, Bensen Aviation. El propósito del mismo es de no presentar una planilla a la CSS con 26 empleados devengando un salario de \$300.00 y poder así evitar llamar la atención de Hacienda y Tesoro.

6 August 2002. Directors' Observations. Status report still pending on legal issues.

30 June 2002. The goal under the new planilla will be for each of the employees to receive US\$300 per month on the payroll of SOLASA. Fichas, of course, would reflect this amount. Each member of the new group will also be required to establish an offshore entity that will receive the balance of their international compensation. These amounts will be paid from offshore on the usual dates. This will create a substantial tax savings for both the new group and all the employees.

3.3.3.1 CSS

See document: <mailto:jmanning@marc-harris.com>

Start date: 8/9/2002	End date: 9/10/2002
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Priority:	Duration: 22 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources: 500 Administrative Accounting 30 June 2002. Registration with CSS.	Categories:	

3.3.3.2 International Payroll

Start date: 6/27/2002	End date: 7/16/2002	
Priority: 2	Duration: 14 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources: 350 Human Resources	Categories:	

3.3.3.2.1 Establish International Entities For Remaining Members

See document: <mailto:incorporations@marc-harris.com>

Start date: 6/27/2002	End date: 7/16/2002	
Priority: 2	Duration: 14 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources: 330 Incorporations	Categories:	

3.3.3.2.2 Contracts With International Group & Employee IBC

See document: <mailto:humanresources@marc-harris.com>

Start date: 6/27/2002	End date: 7/16/2002	
Priority: 2	Duration: 14 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources: 350 Human Resources	Categories:	

3.3.3.3 Panama Employee Contract For Minimal Wage

See document: <mailto:humanresources@marc-harris.com>

Start date: 7/10/2002	End date: 7/16/2002	
Priority: 2	Duration: 5 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources: 350 Human Resources	Categories:	

3.3.3.4 Obtain Transfer Instructions To Make Payments Directly To Remaining Members From Offshore

See document: <mailto:jmannings@marc-harris.com>

Start date: 7/11/2002	End date: 7/11/2002	
Priority: 2	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources: 350 Human Resources	Categories:	

4 July 2002. Directors' Comments. Payments for the excess over +/- US\$300 per month should be made from offshore directly to the member IBC/entity. All payments should originate from an international account.

3.3.4 330 Existing Nominees

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

6 August 2002. Given the absence of a deal, the preferred methodology is the use of shareholders' resolutions and ad hoc meetings for all documents requiring execution.

30 June 2002. Existing nominees that are no longer with the group are presenting difficulties when key documents need to be signed.

A global deal or solution needs to be developed for this or alternatively, we can deal with it on a case by case basis.

3.4 360 Facility Management

Start date: 6/27/2002	End date: 8/28/2002	
Priority:	Duration: 45 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

3.4.1 360 Offices

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 5%
Resources:	Categories:	

30 June 2002. The new office should clearly display a sign indicating "Estudio Juridico".

The seal of the Consul of S.A. should also be displayed.

NO other signs should be displayed.

3.4.1.1 500 Utilities

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

17 July 2002. Management Meeting Notes. Plan to reduce electrical bills in SOLASA offices.

3.4.2 360 Apartments

See document: <mailto:mgt-cmte@marc-harris.com>;

Start date: 6/27/2002	End date: 8/28/2002	
Priority:	Duration: 45 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 5%
Resources: 360 Facility Management	Categories:	

6 August 2002. Management Committee Meeting 20020731 and approved by directors:

Recomendar que la Sra. Yanitza Mc Clean se encargara definitivamente y oficialmente de gestionar alquiler, la administración y cobro de los apartamentos del Royal Center y Las Marquesas. Estas diligencias de deben ejecutar sin intermediarios ni pago de comisiones.

30 June 2002. Continue with current plan of rental. 26 June 2002. Management Committee Meeting

3.4.2.1 Continue with current plan of rental.

See document: <mailto:mgt-cmte@marc-harris.com>;

Start date: 6/27/2002	End date: 8/28/2002	
Priority: 2	Duration: 45 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources: 360 Facility Management	Categories:	

3.4.3 360 Utilities/GRUPASA

Start date: 6/27/2002	End date: 7/10/2002	
Priority:	Duration: 10 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources: 360 Facility Management	Categories:	

26 June 2002. Due to the carryover risk to our other operations, we will need to make arrangement to settle any outstanding cellular, telephone, electricity, and other utility bills.

3.4.3.1 Identify pending items that need to be resolved.

See document: <mailto:jmanning@marc-harris.com>

Start date: 6/27/2002	End date: 7/10/2002	
Priority: 2	Duration: 10 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources: 500 Administrative Accounting	Categories:	

3.5 360 Records Management

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

6 August 2002. Most records have been shipped outside of Panama.

30 June 2002. The goal will be to digitise almost all of our records.

All physical records should be kept outside of Panama except those that would be legally required to be there.

3.6 360 IST

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

Additional information sharing capacity needs to be developed within our network. In particular, we need to improve international access to the poolfile, CIS, CAIS, and System 42.

3.6.1 360 IST Software

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

3.6.2 360 IST Hardware

Start date: 6/27/2002	End date: 6/27/2002
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Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

3.6.3 360 Communications

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

27 June 2002. Voice Over IP is a priority.

3.6.3.1 360 Voice Over IP

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

17 July 2002. Management Meeting Notes. Recommendation concerning implementation of Net2Phone Max IV system for SOLASA.

3.6.3.2 360 European Fax

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

28 July 2002. The European telefax number utilised for Lancaster/Entheos etc. should be discontinued.

3.7 370 Risk Management

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

30 June 2002. The security issues in Panama will be sharply lower given the size of the office.

3.8 400 Product Projects

Start date: 6/27/2002	End date: 6/28/2002
-----------------------	---------------------

Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

3.8.1 400 Client Financial Institutions

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

3.8.1.1 400 Lancaster

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

6 August 2002. A 90 day shutdown strategy has been outlined.

28 July 2002. A proposed list of procedures should be prepared by Client Services concerning the shutdown.

28 July 2002. Lancaster e-mail should be active for approximately 90 days more.

28 July 2002. Lancaster should be quietly wound up and the web site shut down in the next 30 days.

30 June 2002. The decision has been made to discontinue administering Lancaster.

3.8.1.2 400 Entheos

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

6 August 2002. A 90 day shutdown strategy has been outlined.

28 July 2002. A proposed list of procedures should be prepared by Client Services concerning the shutdown.

28 July 2002. Entheos e-mail should be active for approximately 90 days more.

28 July 2002. Entheos should be quietly wound up and the web site shut down in the next 30 days.

30 June 2002. The decision has been made to discontinue administering Entheos.

3.8.1.3 400 G Investment

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

6 August 2002. A 90 day shutdown strategy has been outlined.

28 July 2002. A proposed list of procedures should be prepared by Client Services concerning the shutdown.

28 July 2002. G Investment e-mail should be active for approximately 90 days more.

28 July 2002. G Investment should be quietly wound up and the web site shut down in the next 30 days.

30 June 2002. The decision has been made to discontinue administering G Investment.

3.8.1.4 400 Global Capital

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

6 August 2002. A 90 day shutdown strategy has been outlined.

28 July 2002. A proposed list of procedures should be prepared by Client Services concerning the shutdown.

28 July 2002. Global Capital e-mail should be active for approximately 90 days more.

28 July 2002. Global Capital Lancaster should be quietly wound up and the web site shut down in the next 30 days.

30 June 2002. The decision has been made to discontinue administering Global Capital.

3.9 450 Administrative Projects

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

3.10 500 Independent Offices

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

3.11 500 Administrative Accounting

Start date: 6/27/2002	End date: 7/5/2002	
Priority:	Duration: 7 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 9%
Resources:	Categories:	

30 June 2002. Administrative accounting will continue to be done in Panama.

3.11.1 500 Administrative Accounting

See document: <mailto:jmanning@marc-harris.com>

Start date: 6/27/2002	End date: 7/5/2002	
Priority:	Duration: 7 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 10%
Resources: 500 Administrative Accounting	Categories:	

30 June 2002. Administrative accounting will continue to be done in Panama; however, most of the records will be stored internationally.

3.11.1.1 500 GRUPASA Accounts Payable

See document: <mailto:jmanning@marc-harris.com>

Start date: 6/27/2002	End date: 7/5/2002	
Priority:	Duration: 7 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 10%
Resources: 500 Administrative Accounting	Categories:	

30 June 2002. Identification of all key accounts payable that need to be resolved for smooth transition.

3.11.1.1.1 Identify Key Supplier Payments Pending

See document: <mailto:jmanning@marc-harris.com>

Start date: 6/27/2002	End date: 7/5/2002	
Priority: 2	Duration: 7 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources: 500 Administrative Accounting	Categories:	

3.11.1.2 500 PROMAR Accounts Payable

See document: <mailto:jmanning@marc-harris.com>

Start date: 6/27/2002	End date: 7/5/2002	
Priority:	Duration: 7 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 10%
Resources: 500 Administrative Accounting	Categories:	

30 June 2002. Identification of all key accounts payable that need to be resolved for smooth transition.

3.11.1.2.1 Identify Key Supplier Payments Pending

See document: <mailto:jmanning@marc-harris.com>

Start date: 6/27/2002	End date: 7/5/2002	
Priority: 2	Duration: 7 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources: 500 Administrative Accounting	Categories:	

3.11.2 500 Budgeting

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

1 June 2002. Panama's operations will be governed under very strict budget guidelines.

The monthly net subsidy from outside of Panama was US\$50k for the month of June. This amount will be reduced monthly until it reaches US\$25k. in December 2002. The Panama operations will be expected to achieve this

budget through the collection of funds (renewals, new sales, etc.) or the reduction of further costs. The details of this can be discussed further.

3.12 550 Independent Shells

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

3.13 700 Venture Capital

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

3.13.1 700 LARE

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

30 June 2002. Our intention will be to conduct a staged liquidation of LARE under the direction of special projects.

3.13.2 700 Havana Holdings

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

30 June 2002. Havana Holdings will also undergo a staged liquidation under the direction of special projects.

3.14 800 Workouts

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

3.14.1 800 International Gaming

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

6 August 2002. No report has been received to date.

30 June 2002. Legal action is pending. We are awaiting report.

3.15 900 Legal

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 1%
Resources:	Categories:	

3.15.1 900 Caso Boutin

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

6 August 2002. Updated report still pending from reorganised legal team.

Updated report pending from reorganised legal team.

3.15.1.1 Legal Fee Renegotiation

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

6 August 2002. A significant international legal strategy is currently under consideration.

6 August 2002. All arrangements will be contingent upon performance.

19 July 2002. Despite the payment of past due amounts, we have not received confirmation of agreements to the new fee arrangements.

3.15.1.2 Substitute Powers

Start date: 6/27/2002	End date: 6/28/2002
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Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

6 August 2002. Due to the failure of our legal team to comply with our requests, more forceful measures are under consideration.

19 July 2002. We are awaiting the receipt of substitute powers from all attorneys.

3.15.1.3 Legal Case Administration System

3.15.1.3.1 Sample System

See document: [..\900 Legal\200 900 Litigation Control\900 Caso Boutin Control.mmp](#)

3.15.2 900 THO Cases

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

6 August 2002. Legal Management Programme is under development.

30 June 2002. Master index needs to be prepared.

3.15.3 900 Other Legal

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

28 July 2002. Master index of all non-Boutin legal matters pending needs to be prepared.

3.15.3.1 500 Transfer of LAF Trademark

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

30 June 2002. Project Moses Master List. Transfer of LAF Trademark to MMH Personally.

3.15.4 900 Bufete Nueva

Start date: 6/27/2002	End date: 6/28/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

6 August 2002. Details concerning existing entities pending.

28 July 2002. A final proposal is requested from Max Hidalgo concerning the form that incorporates the issue of all current litigation and registered agent status.

27 July 2002. A new law firm will be created to take over the prior activities of Linero & Hidalgo. This will eliminate the need to make ongoing payments to Aurelio Linero.

3.16 950 Community Affairs

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

3.16.1 950 Designation of SOLASA Spokesperson

Start date: 6/27/2002	End date: 6/27/2002	
Priority:	Duration: 1 day(s) 0 hour(s) (8 hour(s) / day)	Completed: 0%
Resources:	Categories:	

28 July 2002. Directors' Observations. SOLASA needs to designate a spokesperson and contact point for regular enquiries from the Panamanian media.