

**The Office of the First Minister  
and Deputy First Minister**

---

***Block A, Castle Buildings, Stormont Estate, Belfast BT4 3SR***  
***Tel: 02890 528102 Fax: 02890 528427***

---

**FROM: TONY McCUSKER**  
**13 SEPTEMBER 2000**

**See Copy Distribution Below**

**MR CANAVAN**  
**MR HAIRE**  
**MR McKERVILL**  
**MR MACKENZIE**

**NI BUREAU - INFORMATION FLOWS**

1. The provision of relevant briefing for this week's visit to Washington by the First Minister and Deputy First Minister has highlighted the need for all of us to be conscious of the information requirements of the NI Bureau. In order for the Bureau to maintain credibility with US contacts in carrying out it's key functions, and as it develops a pro-active role in promoting the work of the NI Executive, it needs to be kept informed of significant developments here.
2. The Bureau makes every effort to keep up-to-date through a variety of sources. However, the pace of development in some areas can be such that these arrangements are not always sufficient, and may indeed be overlooked due to the pressures closer to home. Key areas such as the developing

Programme for Government, the Committee of the Centre, the emerging Civic Forum and the Equality and Human Rights Agenda are of particular interest. Effective information flows are therefore vital to the success of the Bureau.

3. Clearly there is no requirement to copy all papers to the Bureau, but Peter Smyth would be happy to receive copies of submissions on significant policy developments which are for Ministerial decision, and have advance notice of forthcoming events etc together with points of contact who could provide greater detail on particular issues if required.

*Tony McCusker*

**TONY McCUSKER.**

**Copy Distribution:**

**PS/Mr Loughran  
Mr McCartney  
Mr Gray  
Mr Cameron  
Mrs Devlin  
Mrs Flanagan  
Mrs McAuley  
Mrs McGivern  
Ms Smith  
Dr Smyth  
Mr Smyth  
Mr Wheeler**