

Cyprus Anvil Mining Corporation

C - DB, DH, DG  
Interoffice Correspondence

J. Devitt

To All Department Heads

Date May 31, 1976

From T. H. Biggs

Subject - 2nd Quarter Review 7/1 day

No formal timetable has yet been set but I anticipate we will need a completed package by June 28. In order to meet this deadline it is necessary for the Accounting Department to have approved forecasts as follows:

Production statistics (mine & mech)	June 14
Cost forecasts a) Mine, mech & mill elect & coal mine	June 18
b) Other departments	June 21
Capital expenditure forecast by project & month	June 22

Formats completed for January to May will be issued as follows:

Production statistics	June 4
Costs by departments	June 11

In forecasting please use the union contracts presented to A.I.B. For supplies use current prices except where increases are fixed by contract.

THB/dbc

CYPRUS ANVIL