

**NECA** NATIONAL EXCHANGE  
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Robert W. Haga  
Director - Government Relations

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FEDERAL COMMUNICATIONS COMMISSION  
OFFICE OF THE SECRETARY

September 23, 1997

Mr. William F. Caton  
Acting Secretary  
Federal Communications Commission  
1919 M Street, N.W. - Room 222  
Washington, D.C. 20554

Re: Notice of Ex Parte Presentation, In the Matter of the  
Universal Service Joint Board, CC Docket No. 96-45

Dear Mr. Caton:

On September 22, 1997, NECA representatives Mannie Green, Director - Methods, Procedures & Systems, and Bill McKoy, Project Manager - Schools and Libraries Processes, met with Mark Nadel and Irene Flannery of the Universal Service Branch. NECA reviewed administrative requirements and the type of input information that will be required to be gathered to administer the schools and libraries universal service program.

In accordance with Commission rules I am submitting two copies of this notice to the Office of the Secretary. Please acknowledge receipt hereof by affixing a notation on a duplicate copy of this letter furnished herewith for such purposes and remitting same to the bearer.

Sincerely,

  
Robert Haga

cc: Mark Nadel  
Irene Flannery

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