November 20, 1995

Mr. Glen Rumbold, Project Manager
Canadian Space Agency
Space Science Program
100 Sussex Drive, Room 1039
Ottawa, Ontario
Fax: (613) 952-0970

Re: Contract No. 9F007-5-8005/01-SR

Dear Glen:

I discussed with you some time ago my wish to apply a portion of the Travel budget from my CNSR transition contract to the purchase of needed materials (e.g., a computer system) and services (e.g., shipment of the Polar Camera experiment to Eureka for this winter's observing season).

I am now formally requesting permission to use my contract funds in this way. For this contract year my budget specifies $8,000 for travel and $9,120 for materials. I would like to apply $5,500 of my travel budget toward the purchase of a computer system. I have used about $1,200 of my travel budget to date, and anticipate being able to get by with only another $1,300 for travel for the remainder of the budget year. I am curtailing my travel during this budget year in favour of putting in place a PC to support my ongoing research. I do look forward to active collaboration with a number of colleagues during the next two years. Please let me know if you require any further information from me before you can approve the "transfer" of funds from the Travel category of my budget to the Materials category.

By the way, I am now finalizing an order for a computer system that will meet my needs. I will furnish the information you require for inventory purposes as soon as I have it.

Thanks for your attention to this matter, Glen. With best regards, I am

Yours truly,

David P. Steele, Ph.D.

C.C. Mr. D. W. Owens, P.W.G.S.C.