



**OFFICE OF THE GOVERNOR
AMERICAN SAMOA GOVERNMENT**

December 16, 2024

GENERAL MEMORANDUM NO. 265 -24

To: Secretary of Samoan Affairs, CEOs, Presidents and Executive Directors of Authorities, Directors, Agency and Office Heads

From: Governor of American Samoa

Subject: Mandatory Transition Briefing Meeting

As we continue to work together for a smooth transition of Administrations, please be reminded that a Transition Briefing Meeting will take place at 9 a.m., December 23, 2024 at the Rex H. Lee Auditorium. This meeting is mandatory for all Directors or Acting Directors.

Please arrive early enough for a prompt start at 9 a.m. There is still lots of work to be done during this time of transition as we strive to serve the People of American Samoa.

Sincerely,

LEMANU P. S. MAUGA
Governor