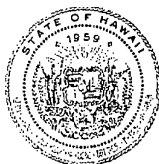


LINDA LINGLE  
GOVERNOR



GEORGINA K. KAWAMURA  
DIRECTOR

STANLEY SHIRAKI  
ACTING DEPUTY DIRECTOR

EMPLOYEES' RETIREMENT SYSTEM  
HAWAII EMPLOYER-UNION HEALTH BENEFITS TRUST FUND  
OFFICE OF THE PUBLIC DEFENDER  
PUBLIC UTILITIES COMMISSION

STATE OF HAWAII  
DEPARTMENT OF BUDGET AND FINANCE

P.O. BOX 150  
HONOLULU, HAWAII 96810-0150

ADMINISTRATIVE AND RESEARCH OFFICE  
BUDGET, PROGRAM PLANNING AND  
MANAGEMENT DIVISION  
FINANCIAL ADMINISTRATION DIVISION

January 29, 2004

FINANCE MEMORANDUM

MEMO NO. 04-04

**TO:** All Department Heads

**FROM:** Georgina K. Kawamura  
Director of Finance

**SUBJECT:** Committee on Ways and Mean's Request for Capital Improvements  
Program Information Dated January 28, 2004

This is to inform you that the Department of Budget and Finance will be coordinating the Administration's response to the Committee on Ways and Mean's request for capital improvements program information dated January 28, 2004.

Please submit a hard copy and electronic file of the requested information to your assigned analyst by February 11, 2004.

Your cooperation in this matter will be greatly appreciated. If there are any questions, please contact Mr. Neal Miyahira, Administrator, Budget Program Planning and Management Division, at 586-1530.