

MEMO: 2166-07

M E M O R A N D U M

TO: All Options Floor and Member Organization Personnel

FROM: Options Surveillance

DATE: August 24, 2007

RE: REQUIRED STAFFING OF OPTIONS FLOOR

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This is a reminder that all Members, Member Firms and associated persons of Member Firms of their staffing requirements for the options floor.

Options Floor Procedure Advice (“OFPA”) E-1 “Required Staffing of Options Floor” states in part that “Every Options Specialist Unit, Floor Brokerage Unit, Clearing Firm, Floor Broker and ROT **must** have an authorized representative available on the floor for the thirty minutes before the opening and the thirty minutes after the close of trading”.

**All members are reminded that violations of the above requirement will result in fines as defined in OFPA G-1.**

Questions concerning this memorandum may be directed to On-Floor Surveillance at 215.496.5295.