

Confirmation of Learning and Development Activity

Employee Name:	Ruth Waite	Employee No.	33136
Business Unit:	Library	Department:	Community Engagement
Your Learning and Development Activity request has been processed. You have been granted approval to attend the following Activity /Training.			
Activity Title:	Indigenous Librarians' Forum		
Date:	21 - 23 February 2017		
Venue:	State Library		
Trainer/Provider:	State Library of NSW		

20/02/17

Note:

Employees are responsible for making their own travel/accommodation arrangements and forwarding registration and enrolment forms to Activity or Training Provider.

Should you require any assistance with these processes, please contact Human Resources.

On completion of Activity/Training, please provide Human Resources with confirmation of attendance and any Certificates issued to enable personnel files to be updated.