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Ref: CAB/



Cabinet Office
Government Administration Building
Grand Cayman

12th June 2009

Ms. Aubrey Bodden
Research Officer
Freedom of Information (FOI) Unit
Elizabethan Square, George Town
Cayman Islands Government

Dear Ms Bodden:


Please be advised of your appointment to act in the position of FOI Policy Analyst in the Freedom of Information Unit, Cayman Islands Government from the 28th July 2009 for a period not exceeding 12 months, in accordance with Section 31 of the Personnel Regulations, 2006 and the Public Service Management Law, 2005.

In accordance with Schedule I, section 3(2) your acting allowance will be calculated based on the difference between your current salary and point 1 of the salary grade payable to the position of FOI Policy Analyst.

Promotion to the position of FOI Policy Analyst will be subject to it becoming vacant (the substantive FOI Policy Analyst will be acting as Coordinator); as well as the open competition process, and of course you will be eligible to submit an application at the appropriate time.

It is expected that you will quickly get up to speed on all aspects of the work of the FOI Policy Analyst and we wish you every success in this regard.

Sincerely,


Orrett Connor, MBE, JP
Cabinet Secretary & Chief Officer

CC FOI Coordinator
 Chief Financial Officer, Cabinet Office
 Accountant General