

Hi

is out of the office this week. Contrary to previous advice about private office booking accommodation themselves - I'm copying this email to xxxxx who will do this for you.

– the Cabinet Secretary's delegation comprises of;

Kirsty Williams AM, Cabinet Secretary for Education
PS to Cabinet Secretary for Education
Special Advisor to Cabinet Secretary for Education
Director for Education

We discussed requirements regarding – separate floor and access to exec. Lounge etc.

Thanks

Swyddog Polisi Ymgysylltu Rhyngwladol | International Engagement Policy Officer
Cysylltiadau Rhyngwladol | International Relations
Swyddfa'r Prif Weinidog a Swyddfa'r Cabinet | Office of the First Minister and Cabinet Office
Llywodraeth Cymru | Welsh Government
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From: DS Cabinet Secretary for Education

Sent: 14 November 2017 09:19

To:

Cc: DS Cabinet Secretary for Education; PS Cabinet Secretary for Education

Subject: RE: Vietnam TM

Hi

We haven't booked hotels yet for the Vietnam trip, could we have the details as soon as possible please?

Kind regards,

Ysgrifenyddes Dyddiadur i'r Ysgrifennydd y Cabinet dros Addysg
Diary Secretary to the Cabinet Secretary for Education

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