

Hill-Stein, Fiona

From: Bellis, Alex
Sent: Tuesday, 31 May 2011 3:45 PM
To: Martin, Jemma
Cc: Bie, Libby (Elizabeth); Hill-Stein, Fiona; Janiec Stefanie
Subject: FW: Quick Question - Live animal export interim response [SEC=UNCLASSIFIED]
Attachments: Four_Corners_Standard_Response_Updated.docx

Hi Jemma

MCT suggested changes are in the attached document – only a light edit (for grammar, style, punctuation etc) which does not appear to change meaning.

Please let me know if these changes become accepted in the departmental reply.

We'll be on stand-by for the draft tailored responses from Simon's area.

Many thanks
Alex

Alex Bellis
Manager, Ministerial Correspondence Team
Ministerial and Parliamentary Branch
Department of Agriculture, Fisheries and Forestry
S22
Email: Alex.Bellis@daff.gov.au

From: Smith, Julia - Corporate Policy
Sent: Tuesday, 31 May 2011 3:35 PM
To: Bellis, Alex
Cc: Bie, Libby (Elizabeth); Hill-Stein, Fiona
Subject: RE: Quick Question - Live animal export interim response [SEC=UNCLASSIFIED]

Hi Alex

Please find attached interim response with punctuation and formatting changes—mainly to make dot points parallel.

Regards

Julia

From: Bellis, Alex
Sent: Tuesday, 31 May 2011 2:31 PM
To: Smith, Julia - Corporate Policy
Cc: Bie, Libby (Elizabeth); Hill-Stein, Fiona
Subject: FW: Quick Question - Live animal export interim response [SEC=UNCLASSIFIED]

Hi Julia

Can you have a look at the response and mark up any glaring grammatical/spelling/stylistic corrections, as discussed?

The wording has been approved and cannot be changed, so a light touch approach only, as discussed.

Jemma will see what she can do with our suggestions.

Cheers

Alex

Alex Bellis
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Department of Agriculture, Fisheries and Forestry
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Email: Alex.Bellis@caff.gov.au

From: Martin, Jemma
Sent: Tuesday, 31 May 2011 2:19 PM
To: Hill-Stein, Fiona
Cc: Murnane, Simon; Bellis, Alex; Janiec Stefanie
Subject: RE: Quick Question - Live animal export interim response [SEC=UNCLASSIFIED]

Hi Fiona

As mentioned the office has provided a updated standard response (attached).

It needs to be dropped onto the letterhead and the Department's name put on the bottom.

I will keep you updated on any further change.

Jemma

From: Hill-Stein, Fiona
Sent: Tuesday, 31 May 2011 1:19 PM
To: Martin, Jemma
Cc: Murnane, Simon; Bellis, Alex
Subject: Quick Question - Live animal export interim response [SEC=UNCLASSIFIED]

Jemma

To our interim response, Libby has suggested added the sentence:

~~Thank you for your correspondence about live animal exports.~~ (See attached).

Could you advise if the office is happy with adding this sentence?

Ta, Fiona.