

FW: Formatted Letters

From: "Orsini, Steve (CAB)" <steve.orsini@ontario.ca>
To: "Matela, Angelo (CAB)" <angelo.matela@ontario.ca>, "Kwamena, Boafoa (CAB)" <boafoa.kwamena@ontario.ca>
Date: Sun, 22 Oct 2017 10:02:07 -0400
Attachments: PCs Request for Record Retention - October 21 2017 - Draft.docx (201.23 kB)

From: Bromm, William (CAB)
Sent: Sunday, October 22, 2017 10:02:06 AM (UTC-05:00) Eastern Time (US & Canada)
To: Orsini, Steve (CAB); Kwamena, Boafoa (CAB)
Subject: Re: Formatted Letters

A couple of changes for your consideration - underlined in the attached. The first is just a tense change.

The second is more substantial - in reading again, the paragraphs about your reminder to DMs and Irwin's letter to DMs were very similar in content, so I have combined them to remove the repetition. Your original version is fine if you prefer it, I just wanted to offer a shorter version.

William

om my BlackBerry 10 smartphone on the Rogers network.

From: Orsini, Steve (CAB)
Sent: Saturday, October 21, 2017 9:28 PM
To: Kwamena, Boafoa (CAB)
Cc: Bromm, William (CAB)
Subject: RE: Formatted Letters

Here is the version I am working with....

From: Kwamena, Boafoa (CAB)
Sent: October 21, 2017 5:32 PM
To: Orsini, Steve (CAB)
Cc: Bromm, William (CAB)
Subject: Formatted Letters

Please find attached the formatted letters.

Thanks
Boafoa

Boafoa Kwamena
Executive Assistant and Strategic Policy Advisor
Office of the Secretary of the Cabinet
Cabinet Office
416-325-4400
Boafoa.kwamena2@ontario.ca

