

From: [Cooke, Michael \(HR\)](#)
To: [REDACTED]
Cc: [Quinn, Aisling \(NICS HR\)](#); [Fleetham, Joan](#)
Subject: FW: FOI follow up
Date: 10 February 2022 14:58:41
Attachments: [image003.png](#)
[image001.jpg](#)
[Addendum to FOI Response DOF 2022-0001 \(includes 4 additional documents\) - DRAFT.tr5](#)
[Addendum to FOI Response DOF 2022-0001 - Attachment 1 - Draft policies - 3.02 Maternity Leave and 3.03 Paternity Leave - covering ~ redacted.tr5](#)
[Addendum to FOI Response DOF 2022-0001 - Attachment 4 - Draft policies - 3.02 Maternity Leave and 3.03 Paternity Leave - ~ redacted.tr5](#)
[image004.png](#)
[image002.png](#)

Over to you [REDACTED]. Many thanks for sorting.

Michael Cooke, Director of Employee Relations

Goodwood House | 44-58 May Street | Belfast | BT1 4NN

Contact: [REDACTED]

NICS-HR-bilingual



From: Quinn, Aisling (NICS HR) [REDACTED]
Sent: 10 February 2022 14:33
To: Cooke, Michael (HR) <[REDACTED]>
Subject: FW: FOI follow up

Michael,

I've changed one word- see in red on reply. Otherwise I think it is fine.

From: Cooke, Michael (HR) <[REDACTED]>
Sent: 10 February 2022 14:13
To: Quinn, Aisling (NICS HR) <[REDACTED]>
Subject: FW: FOI follow up

Aisling

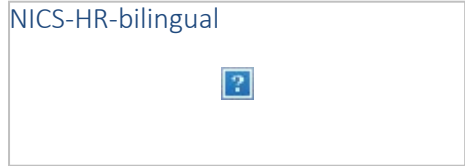
I think the attached is ok. Are you content?

Michael

Michael Cooke, Director of Employee Relations

Goodwood House | 44-58 May Street | Belfast | BT1 4NN

Contact: [REDACTED]



From: [REDACTED]
Sent: 10 February 2022 13:30
To: Cooke, Michael (HR) <[REDACTED]>
Cc: Fleetham, Joan [REDACTED]
Subject: FW: FOI follow up

Michael

Joan's email below and your email to me earlier today (attached) refer.

I have attached a draft response plus the redacted documents for consideration. You will see that I have had to slightly amend the wording agreed between Nicola and Aisling earlier this week to reflect the fact that we are providing four documents rather than a single email. The end result is a bit clunky.

[REDACTED]

[REDACTED] | **NICSHR EMPLOYEE RELATIONS POLICY TEAM | DoF**
7th Floor | Goodwood House | 44-58 May Street | Belfast BT1 4NN
Contact: [REDACTED] [REDACTED] [REDACTED] [REDACTED]



From: Fleetham, Joan
Sent: 09 February 2022 17:54
To: [REDACTED]
Cc: Cooke, Michael (HR) [REDACTED]
Subject: FW: FOI follow up - docs

[REDACTED]

Thank you. Redactions agreed.

Can you please speak with Nicola Johnston, DOF IMU to establish:

- Whether we need to issue both documents or just the final email in the chain [10/02/2022 - Spoke to [REDACTED] as Nicola works Mon-Wed. As per [REDACTED], issue both.]
- Whether we should include the policies (as these have both already been released) [As per [REDACTED], provide the draft policies again for completeness/transparency.]
- How to format the response ie whether under the same reference number with documents numbered taking account of previous release. [Documents to be saved in same container as the earlier response to FOI DOF/2022-0001, ie F11-22-83, using the following naming convention: "Addendum to FOI Response DOF/2022-0001 – Attachment 1 – title.]

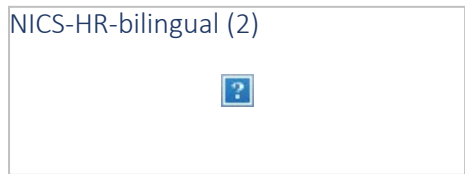
Send draft response and redacted documents to Michael for sign off before they are returned. [REDACTED] need to check if these are to go back via Bruce Street or straight to DOF IMU. [As per [REDACTED], we need to go back via Bruce Street who will finalise the redactions.] We will need to cc Aisling Quinn and [REDACTED] when doing this.

Thanks
Joan

JOAN FLEETHAM | EMPLOYEE RELATIONS POLICY TEAM | DoF

7th Floor | Goodwood House | 44-58 May Street Belfast | BT1 4NN

Contact: [REDACTED] [REDACTED] [REDACTED] [REDACTED]



From: [REDACTED] >
Sent: 09 February 2022 17:39
To: Fleetham, Joan [REDACTED]
Subject: FOI follow up - docs

Joan

I've attached the two emails. Grateful if you could confirm whether anything else in them needs to be redacted.

[REDACTED]

[REDACTED] | NICS HR EMPLOYEE RELATIONS POLICY TEAM | DoF

7th Floor | Goodwood House | 44-58 May Street | Belfast BT1 4NN

Contact: [REDACTED] [REDACTED] [REDACTED] [REDACTED]

