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| Higher Education and Skills Group**Participation Branch Memo****Department of Education and Training** |

***NUMBER:*** *2016 / December / 19*

**TO:** All Learn Local Organisations and Adult Education Institutions

**CC:** ACFE Regional Councils, Learn Local Stakeholders and Participation Branch Staff

**FROM:** Ryan Collins, Director - Participation Branch

**DATE:** 19 December 2016

**SUBJECT:** Letter from the ACFE Board Chair to Learn Local Organisations

**ACTIONS / CRITICAL DATES:**

*N/A*

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Please find attached a letter from the ACFE Board Chair, Sue Christophers, forwarded to you on her behalf.

