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**From:** Ward, Jacqui (Secretary of State's Office)[/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=B8ECF09FE0924C6EB9BED63366AD014E-WARD, JACQU]  
**Sent:** Thur 06/06/2019 5:50:43 PM (UTC)  
**To:** Permanent Secretary [GRO]  
**Cc:** Clark, Mpst (BEIS) [GRO]  
**Subject:** Read out: Perm Sec / SoS 1-1 Tues 04 June

Hi Hannah/team – please see read out below

1. ISS – Alex and SoS discussed the various letters. SoS was happy with Alex's letter to Rachel Reeves, and requested some edits to his letter to PCS (this has now been sent).
2. DG recruitment – SoS was happy for interviews to progress without meeting the candidates. Alex said he would keep him informed of progress, as per the guidance.
3. London Tech Week – SoS agreed to give the speech if Tony would write it (Action SoS office to commission Tony – in train)
4. Carbon budgets – SoS and Alex discussed the current position, SoS was meeting Chx and Lord Deben shortly
5. Post office – as discussed at the Industry meeting earlier, SoS indicated he is very concerned, Alex agreed

**IRRELEVANT**

Many thanks  
Jacqui



Department for  
Business, Energy  
& Industrial Strategy

Jacqui Ward

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of the Ministerial & Parliamentary Support Team

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