

Human Resources 1 Horse Guards Road London SW1A 2HQ

www.cabinet office gov uk

6th November 2013

Joanne Foster

Dear Joanne.

Confirmation of Conditions under Business Appointments Rules

Further to our recent communications, and on behalf of the Permanent Secretary Richard Heaton, I now formally confirm that the Advisory Committee on Business Appointments has considered your application to accept a full time, paid appointment as a senior PR consultant with Phil Hall Associates.

The Committee has approved the application subject to the following conditions:

- That you should not draw on privileged information available to you as a Special Adviser; and
- For two years from your last day of Crown service, you should not become personally involved in lobbying UK Government Ministers or Crown servants, including Special Advisers, on behalf of your new employer, its parent company or its clients.

For your information, the Business Appointment Rules define lobbying in the following way:

"Lobbying in this context means that the former civil servant should not engage in communication with Government (including Ministers, special advisers and officials) with a view to influencing a Government decision or policy in relation to their own interests, or the interests of the organisation by which they are employed, or to whom they are contracted".

The Business Appointment Rules are designed to uphold the core values in the Civil Service Code and the aim of the lobbying ban is to avoid former Crown servants improperly exploiting access to contacts in Government.

I acknowledge that you have accepted the terms of these conditions by email of Friday 27th September 2013. For completeness please confirm by return the date from which this appointment was taken up.

Yours sincerely

David Bainger

Head of Workforce Planning