



Foreign & Commonwealth Office

Human Resources Directorate

Tel:

www.gov.uk/fco

Via email:

31 January 2013

Sir David Warren KCMG

Dear David,

I am pleased to advise you that the Foreign Secretary has approved your application for a part-time appointment as a consultant and Visiting Professor at De Montfort University subject to the following conditions:

- i) for six months from your last day in post you should not return to Japan for business purposes, give advice on it or have dealings with companies there; and
- ii) For two years from your last day of service you should not become personally involved in lobbying UK Government on behalf of your new employers; Lobbying in this context means that you 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 your own interests, or the interests of the organisation by which you are employed, or to whom you are contracted.

I would be grateful if you would inform the Advisory Committee on Business Appointments (ACOPA – contact Roger Sampson at acoba@acoba.gso.gov.uk) direct side copying me in as soon as you take up this appointment or, if earlier, when the appointment is announced (a form is enclosed for this purpose). This will enable ACOPA to deal with any enquires as it does not release information about appointments which have not been taken up or announced.

Once the appointment has been publicly announced or taken up, ACOPA will include the main details, together with the Advisory Committee's advice on it and the date on which it was taken up, in both the regularly updated consolidated list they put on their website at <http://acoba.independent.gov.uk> and in their next annual report.

Yours ever,

Menna Rawlings

Director, Human Resources

cc: acoba@acoba.gsi.gov.uk