



# Foreign & Commonwealth Office

Human Resources Directorate  
King Charles Street  
London SW1A 2AH

[www.gov.uk/fco](http://www.gov.uk/fco)

7 April 2015

Nick Baird CMG CVO

*Dear Nick,*

I am pleased to advise you that the Foreign Secretary has approved your applications to become a Non-Executive Director of Nord Anglia Education (Hong Kong) and Member of the Board of Trustees at Royal Botanic Gardens, Kew, subject to the following conditions:

- i) For two years from your last day of service (13 December 2013) you should not become personally involved in lobbying UK Government on behalf of your new employers; 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. Please note that this does not preclude routine contact; and
- ii) You should not draw on privileged information available to you as a Civil Servant

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

Once the appointments have been publicly announced or taken up, ACOBA will include the main details, together with the Advisory Committee's advice on them and the date(s) on which they were taken up, in both the regularly updated consolidated list they put on their website at <http://www.gov.uk/acoba> and in their next annual report.

Yours ever,

*Jill Gallard*

Jill Gallard  
Director, Human Resources

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