

Solicitor to the Inquiry

Ciara Pang

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FAO Nicky Connor
 NHS Tayside
 By email only

Dear Ms Connor

THE ELJAMEL INQUIRY
DO NOT DESTROY NOTICE

The Eljamel Inquiry is in its establishment phase. The Inquiry is currently in a period of consultation on the draft Terms of Reference. Upon finalisation of the Terms of Reference the Cabinet Secretary will formally announce the set up of the Inquiry. The Inquiry will then proceed to request evidence from those the Inquiry considers holds information relevant to the Terms of Reference. We anticipate that your organisation is likely to hold information relevant to the Inquiry's work.

In advance of calls for evidence being made, I write on behalf of Lord Weir to request that you take steps to ensure that no material of potential relevance to the Inquiry is destroyed, deleted or disposed of. We would ask that you preserve any documentation you hold relating to Mr Eljamel, his work, his patients or any systems operated by you which may have any bearing (direct or indirect) on the work of the Inquiry. I attach a copy of the draft Terms of Reference to assist in your determination of the relevancy of the material you may hold. You must take a cautious approach.

Your organisation must ensure that a full and clear record of its part in events relevant to the Inquiry's Terms of reference remain intact and accessible. This also includes retention of emails, text or WhatsApp messages and other communications.

You will be aware that it is an offence, under section 35 of the Inquiries Act 2005, to alter, destroy or prevent relevant documents being provided to the Inquiry.

Yours sincerely



CIARA PANG

Solicitor to the Inquiry