



8th January 2011
Ref: DSG(2010)C109

Please respond to:

June Love
DSG Secretariat
Dounreay.com
Traill House
7 Olrig Street
Thurso, Caithness, KW14 7BJ

Tel: 01847 806082
Fax: 01847 804615
Email: june.love@dounreay.com

Dear

DOUNREAY STAKEHOLDER GROUP – MEMBERSHIP

The Annual General Meeting of the Dounreay Stakeholder Group will take place on 10th March 2010 in the Pentland Hotel, Thurso at 1830 hours, followed by a full DSG meeting.

As you should be aware our current chair stands down at the AGM and nominations are now being sought for a new chair and vice chair. If you wish to stand for chair /vice-chair or nominate someone for these posts can you please respond to June in writing (letter or email) by the **14th February 2010**.

In addition, within the terms of reference, a review of the representation for the various organisations should be carried out on a yearly basis. Can you please discuss representation with your respective organisation and agree who your nominated representative (and deputy) is. I would be grateful if you could confirm representative of your organisation no later than the **1st March 2010**.

As the current representative of your organisation you should attempt to attend all DSG full meetings or have a nominated deputy attend on your behalf. You are also a member of the following sub group:

- *Appropriate sub group meetings inserted here for each member.*

The dates of the DSG and the relevant sub group meetings are given below for ease of reference:

DSG meetings at 1900 hours in Pentland Hotel, Ballroom

Wednesday 10th March (starts at 1830 hrs with AGM)

Wednesday 16th June

Wednesday 15 September

Wednesday 08th December

Wednesday 09th March 2011 (starts at 1830 hrs with AGM).

Please complete the enclosed form and return to June Love at the address given above.

Yours sincerely

Bob Earnshaw

Vice-chair, DSG

Admin and Procedures sub group chairman



DOUNREAY STAKEHOLDER GROUP

REPRESENTATION

Organisation:	
NOMINATED REPRESENTATIVE OF DSG	
Name:	
Address:	
Tel:	
Email:	
NOMINATED DEPUTY	
Name:	
Address:	
Tel:	
Email:	

Please return to June Love, Dounreay.com, Traill House, 7 Orlig Street, Thurso, Caithness, KW14 7BJ or email june.love@dounreay.com by **1st March 2010**.