

Confidential Communication: Diocese of Lismore: Towards Healing Claim of JI: CCI Ref: 3148293

From: Emma Fenby <emma.fenby@ccinsurance.org.au>
To: Chris Wallace <cwallace@lismore.catholic.org.au>
Date: Mon, 27 May 2013 09:44:25 +1000
Attachments: Apology Eample.docx (20.73 kB); Letter of Apology.doc (29.18 kB); Example Apology.doc (26.62 kB)

Dear Chris,

Many thanks for your assistance at the facilitation on Friday.

I have **attached** some sample apology letters, which I am sure you won't need but might assist. I am happy to read your draft if you would like. However, this I totally up to you. The best advice is to make it personel, picking up from some of the things the Claimant raised on Friday.

I have asked Jeremy Howes if I can book a quiet room at the Archdiocesan offices for 24 June for the meeting with the Claimant and the Bishop. I will let you know once this has been confirmed.

Kind regards,

Emma Fenby

Head of Insurance Services



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