



**The Professional Trades Union for Prison,  
Correctional & Secure Psychiatric Workers**

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**POA Circular 004/2019**

Action		Information	
England/Wales	<input checked="" type="checkbox"/>	England/Wales	<input type="checkbox"/>
Scotland	<input type="checkbox"/>	Scotland	<input checked="" type="checkbox"/>
Northern Ireland	<input type="checkbox"/>	Northern Ireland	<input checked="" type="checkbox"/>
Special Hospitals	<input checked="" type="checkbox"/>	Special Hospitals	<input type="checkbox"/>
Private Sector	<input checked="" type="checkbox"/>	Private Sector	<input type="checkbox"/>
IRC	<input checked="" type="checkbox"/>	IRC	<input type="checkbox"/>

16<sup>th</sup> January 2019

Dear Colleagues

**BRANCH OFFICIALS TRAINING (BOT)**  
**THE QUORN GRANGE HOTEL - LOUGHBOROUGH**

As you are aware the NEC are committed to the continued training and development of local Branch Officials.

The Training Committee are seeking applications for the next Initial Branch Officials Training course on Monday 1<sup>st</sup> April 2019 until Thursday 4<sup>th</sup> April 2019 (inclusive) at the Quorn Grange Hotel in Loughborough.

I would be grateful if you could complete the attached pro-forma and return to Carol Strahan, carol@poauk.org.uk **no later than Friday 15<sup>th</sup> February 2019.**

I recognise that some of you may have previously applied and have been unsuccessful, but you need to make a fresh application.

Whilst facility time has not been approved as yet, we will be applying in the usual manner. It is advisable that you alert your Line Manager and Detail Office that you have applied for the Initial BOT course in order that arrangements can be made.

Thank you for your co-operation.

Yours sincerely

**STEVE GILLAN**  
General Secretary

Enclosure

# BRANCH OFFICIALS TRAINING

## 1<sup>ST</sup> – 4<sup>TH</sup> APRIL 2019

I confirm that I, .....  
(print name) would like to attend the Advanced Branch Officials Training Course  
from Monday 1<sup>st</sup> April – 4<sup>th</sup> April 2019 (inclusive) at **The Quorn Grange Hotel,**  
**Lincolnshire.**

Signed: .....

Membership Number: .....

Branch: .....

Do you have any special dietary requirements? YES  NO

If YES please state below:

.....  
.....

Do you have any learning or mobility needs? YES  NO

If YES please state below:

.....  
.....  
.....



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