



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

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**POA Circular 96/2019**

Action		Information	
England/Wales	<input checked="" type="checkbox"/>	England/Wales	<input type="checkbox"/>
Scotland	<input checked="" type="checkbox"/>	Scotland	<input type="checkbox"/>
Northern Ireland	<input checked="" type="checkbox"/>	Northern Ireland	<input 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"/>

30<sup>th</sup> September 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 27<sup>th</sup> January 2020 until Thursday 30<sup>th</sup> January 2020 (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](mailto:carol@poauk.org.uk) no later than Friday 22<sup>nd</sup> November 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

## 27<sup>TH</sup> – 30<sup>TH</sup> JANUARY 2020

**I confirm that I,** .....  
(*print name*) would like to attend the Initial Branch Officials Training Course from Monday 27<sup>th</sup> January – 30<sup>th</sup> January 2020 (inclusive) at **The Quorn Grange Hotel, Loughborough.**

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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