

JS/09/10

22 January 2009

Dear Colleague

SNCT WEBSITE – UPLOADING LNCT AGREEMENTS

The Review of LNCTs Working Group has asked us to remind LNCTs of their responsibility to maintain copies of all local agreements in the relevant section of the website.

Formal LNCT Agreements are required to be reported to the SNCT and the LNCT Section of the website allows these to be collated and shared with others. Each LNCT will have an agreed protocol for how their Agreements are to be uploaded and this will set out clearly who has responsibility for the task. It is preferable that documents uploaded are in portable document format (pdf) however Word documents can also be uploaded if you cannot convert them to pdf files.

To upload agreements, you will need to log on to the website at www.snct.org.uk/lnctadmin using the username and password previously notified (**all in lower case**).

Yours sincerely

Joe Di Paola (Employers' Side)
Drew Morrice (Teachers' Panel)
Stephanie Walsh (Scottish Government)

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To: LNCT Joint Secretaries
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