



Date: 17th June 2015

Dear Colleague,

I am writing to advise you that Sue Caulton has left her position as Sandwell GMB senior education representative.

As a result of this Darren James, Branch convenor will be taking the lead as education senior representative and will continue to be supported by Julia Sear.

I would like to point out the importance of having a shop steward/Health and Safety representative is within your workplace, in order that issues can be dealt with effectively, ensuring our members receive all relevant information and are kept up to date with all matters.

As the designated contact within your workplace I am writing to you if you wish to explore this opportunity. Full training is given by GMB and support is always offered when needed.

If you do not wish to take on this role but know a GMB member who may wish to find out more information please pass on this letter and return the slip below to me **no later than Friday 10th July 2015.**

Thank you for your cooperation in this matter.

Yours Faithfully,

Sarah James

Sarah James
GMB Sandwell Equality/Organising Officer

Name..... Membership Number.....
(BLOCK CAPITALS)

Place of work.....

Please delete as appropriate:

I am interested in becoming a GMB shop steward/Health and Safety Representative

I wish to remain a contact only

I am not interested but have passed the letter to.....

Signed..... Date.....



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