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2<sup>nd</sup> November 2004

Mr Andrew Hamilton  
Assistant to Permanent Secretary  
DHSSPS  
Castle Buildings  
Stormont  
Belfast  
BT4 3SJ

Dear Mr Hamilton

**Re Department Direction: Root Cause Analysis Steering Group**

I write as the Chair of the above Steering Group to confirm that it is my understanding from our telephone conversation this afternoon that the department direction is that the RCA Steering group cease all information gathering / analysis relating to the case of the late Lucy Crawford (LC), but continue to promote safer systems and practice and to conduct training and awareness of the RCA process.

The planned programme of implementation will be revised and the group **will not** conduct day one and two of the development programme focusing on the LC case but day 3, 4, 5 and 6 of the programme using unrelated case studies will continue as planned.

I trust I will be formally advised of this position as a matter of urgency.  
Yours truly,

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Jenny Irvine  
Chair and Non-Executive Director