

# The Inquiry into Hyponatraemia-related Deaths

Chairman: Mr John O'Hara QC

Ms Wendy Beggs  
Directorate of Legal Services  
2 Franklin Street  
BELFAST  
BT2 8DQ

Your Ref: NSCB04/1  
NSCW50/1  
NSCS071/1

Our Ref: BPC-0074-11

Date: 13<sup>th</sup> December 2011

Dear Ms Beggs,

**Re Your Client(s): 1. Belfast Health & Social Care Trust  
2. Southern Health & Social Care Trust  
3. Western Health & Social Care Trust  
4. Health & Social Care Board**

I refer to your letter dated 13<sup>th</sup> October 2011.

The Inquiry requires confirmation as to who had responsibility for records management, destruction policy etc. at the Royal Group of Hospitals in 1995 and in 2011.

In relation to Mr Noel Williams (Co-Director Information Services, Records Management Department at Belfast Health & Social Care Trust), please confirm how long Mr Williams has been in this post and provide a copy of his job description.

I would ask that you provide the requested information by 20<sup>th</sup> December 2011.

Yours sincerely,



Brian Cullen  
Assistant Solicitor to the Inquiry

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