

23 November 2016 Ref: 2015/44

The Hon Sussan Ley MP Minister for Health Minister for Aged Care Minister for Sport Parliament House CANBERRA ACT 2600

Dear Minister

I am writing to seek approval to take annual leave from 3 January to 27 January 2017 inclusive (18 days). I confirm that I have enough leave to cover this period.

During my absence from the office from 3 January to 27 January 2017, I propose that my duties as CEO under the PGPA Act and my duties as Head of Agency under the Public Service Act 1999 be delegated to Ms Judith Lind, National Manager Operations.

Yours faithfully

Ben McDevitt AM APM Chief Executive Officer