

## Section: PS 804-D-2 Performance Improvement Appendix D2

Last Revised: September 1986 Last Reviewed: September 1986 Next Review:

June 23, 1985

Mr. Jack Morton 1004 Greenbough Drive Regina, Saskatchewan

Dear Mr. Morton:

This letter is further to my letter of June 15, 1985.

In accordance with the Public Service Act Regulations, this letter will serve to inform you that, effective this date, you are considered to have abandoned your position and that your employment with the public service is terminated and you are considered separated from the Service.

Yours truly,

Director, Human Resources Branch – Department, For Deputy Minister

Cc: Deputy Minister Chairman, Public Service Commission Personnel Fil – Jack Morton

Note: This letter must be registered and have acknowledgement of receipt. This will ensure letter is delivered and will provide signed proof of receipt and date of delivery.