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| **NOTIFICATION OF AN ACCESS DIRECTION**Under s.51 of the State Records Act 1998 |
| **1 Public Office:**  |  | Agency No:  |
| **2 Scope of the direction**Description of records covered by the direction: |
| **3 Access direction** 3.1 Open to public access/Closed to public access (Open to public access allows public access after 30 years) |
| 3.2 If closed to public access the duration of the closed period:  |
| 3.3 Reason for a closed to public access direction:  |
| **4 Past access directions**4.1 Were the records covered by a previous access direction:  |
| 4.2 Renews previous access direction:  |
| 4.3 Revokes previous access direction:  |
| 4.4 Previous access direction number:  |
| **5 Contact Officer** |
| Name:  |  |
| Position: | Tel:  |
| E-mail:  |
| **6 Authorisation** |
| Name: |
| Position: | Date: |
| Signature: |