

8 December 2011

Rt Hon John Key
Prime Minister and Minister Responsible
for the Government Communications Security Bureau
Parliament Buildings

Appointment Documents: Director, Government Communications Security Bureau

- 1 I have attached the following documents for your consideration and signature:
 - A letter appointing Mr Ian Fletcher as the Director, Government Communications Security Bureau (GCSB) for a five year term commencing on 30 January 2012. The appointment warrant, which has been signed by the former Governor-General, is attached to the appointment letter.
 - A Conditions of Appointment document which Ms Helene Quilter, Deputy Commissioner, has negotiated with Mr Fletcher on my behalf. I would appreciate it if you could ask Mr Fletcher to sign the document when you meet him at 12:00 noon on Monday 12 December 2011.
- 2 I will advise Mr Fletcher that the State Services Commission (SSC) will approve and reimburse his relocation and other expenses. I will also advise the Acting Director, GCSB that the Bureau will be required to reimburse the SSC for Mr Fletcher's expenses as defined in the Conditions of Appointment document.
- 3 Please note that the appointment letter and clause 6.1 of the Conditions of Appointment document refer to the fact that you will appoint the State Services Commissioner to review the Director's performance annually. I will contact you when the review is due to commence.
- 4 I have also attached a completed Declaration of Interests form for you to note. Mr Fletcher has stated that he does not have any interests which conflict with those of the Crown.

Iain Rennie
State Services Commissioner

cc Hon Tony Ryall
Minister of State Services