

Memorandum

To: Employment Ontario Network Delivery Partners

From: Cordelia Abankwa
Assistant Deputy Minister
Employment and Training Division
Ministry of Labour, Training and Skills Development

Date: August 31, 2021

Subject: **Reminder on External Communications Activity**

Dear Employment Ontario Network Delivery Partners,

I would like to thank you for all your hard work and dedication towards supporting the people of Ontario during this very challenging time. Throughout the pandemic, the programs, and services that you provide have made a real difference for the clients and communities that you serve.

In these busy times, I want to provide a gentle reminder that all Service Providers must share any public communications and/or media-related activity with the ministry for approval before these communications are issued and any media-related activity is undertaken. This includes any news release or external communication which references a ministry program and its corresponding funding amount.

To be clear, it is acceptable to advertise for the recruitment of a particular ministry program, if it is not intended to be part of a large public announcement.

Please contact your appropriate Regional Director or Local Office staff should you have any questions about which communication activities require ministry review and approval.

Thank you for your ongoing commitment and support.

Sincerely,

Original signed by

Cordelia Abankwa
Assistant Deputy Minister

- c. Andrew Irvine, Regional Director, Northern Region, Employment and Training Division
Heather Cross, Regional Director, Western Region, Employment and Training Division
Charles Bongomin, Regional Director, Central Region, Employment and Training
Division
Tariq Ismati, Regional Director, Eastern Region, Employment and Training Division