

Nishnawbe-Aski Legal Services Corporation

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Feb 6, 2024

Lisa Bourgon
176 Belanger Box A
Timmins, Ontario
P4N 2Y7

RE: End of Employment

Dear Lisa:

This letter is to reconfirm the termination of your employment with Nishnawbe-Aski Legal Services ("NALSC") effective **January 31, 2024**.

Your final pay cheque will be issued to you on Feb 15, 2024, with your final paystub mailed to you at the address we have on file. A Record of Employment (ROE) will also be issued to you after your final pay.

All client files and/or client information collected while NALSC was overseeing the Bail Bed program will remain with the program and carried over with the transfer of the program to Mushkegowuk Council, effective February 1, 2024.

We wish you all the best and continued success in the Bail Bed Program.

If you have any questions, please feel free to contact me at anytime.

Sincerely,



Colette Shwetz
Director of Human Resources

Cc: Finance Department

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