

# Nishnawbe-Aski Legal Services Corporation

January 31, 2022

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Leslie King  
4-3 Staratt Street Po Box 543  
Red Lake, ON  
POV 2M0

E-MAILED  
Jun 31/22

Dear Lelsie:

We regret to inform you that effective **February 7, 2022**, the position of Policy Advisor will be terminated due to ineffectiveness and organizational restructuring. As a result, your employment in the position of Policy Advisor with Nishnawbe-Aski Legal Services Corporation ("NALSC") will be terminated without cause effective **February 7, 2022**,

As agreed in your employment contract, we will provide you with your entitlements pursuant to the *Employment Standards Act, 2000 (ESA)*, which is (2) **two-weeks' notice**. You will receive any wages owing to you, any accrued but unused vacation and/or lieu time along with (2) two-weeks' pay that will serve as your statutory notice period. These monies will be processed on the payroll following the last day of your (2) two-week statutory notice period – **February 21, 2022**. Your current health benefits will continue until **February 21, 2022**, with your Record of Employment (ROE) being issued once all payments have been made to you.

You are required to contact **Correen Kakegamic** to arrange for the return to all corporate property in your possession including keys, passwords, electronic devices, documents, and any other items that you accumulated during your tenure by February 4, 2022.

Despite the employment relationship coming to an end, we remind you that your duty of confidentiality to NALSC and its clients continue to apply, and we expect that you will preserve confidentiality going forward. If you have any questions about what constitutes confidential information, or your obligations in this regard, please contact human resources for direction.

Leslie, we invite you to apply for other NALSC jobs opportunities as they become available and further thank you for your service to NALSC.

Yours truly,



Colette Shwetz  
HR Manager

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