

# ACTCS

## The Secretariat

*Updated: Thu, 26 Aug 2010 18:22:04 +1000*

*Printed: Wed, 25 Apr 2018 22:19:23 +1000*

*Revision: 3*

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The role of the secretariat is to provide administrative support to the board. The secretariat assists the board by ensuring that the board is provided with information necessary for it to perform its function in a timely manner. The secretariat is staffed by officers of ACT Corrective Services and is the point of contact for the board.

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