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Correctional Service of Canada
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Service correctionnel du Canada

From: | (NHQ-AC)
To: | (ONT); (ONT); (ONT)
Cc: | (ONT-RHQ); (NHQ-AC)
Subject: DRAFT - Virtual Tour - Script and "hotspots"
Date: Wednesday, August 20, 2014 11:36:04 AM
Attachments: [Scanned from a Xerox multifunction device.pdf](#)
[Corporate Comms_Virtual Tour_HotSpot_text.docx](#)
[CorporateComms_Virtual Tour_FullScript_Aug20.docx](#)

Good morning!

OK, we're in the home stretch for our script and list of "hotspots" (otherwise known as "artifacts" or "items").

- Please see the draft attached. We're on a tight timeline! Can you please take a look and see if there are any issues?
- We'll be tweaking the script to make it sound a bit better since it's a verbal narrative (it still needs to be more conversational) but the content is mostly there.
- I have four outstanding items which are highlighted in the "hotspots" – the microphones in the visiting area, the "observation area" in the CBI Medium range, the guard booth on the CBI Max range, and information surrounding what personal effects are allowed in Minimum.
- We have sent a heads' up to EXCOM that the script will follow next week for approval (I'm aiming for Thurs or Friday). Attached as FYI.

If you have any questions, please let me know. If you could look at this today or early tomorrow, it would be greatly appreciated! Thank you so much.

Communications Advisor | Conseillère en communications
Corporate and e-Communications | Communications internes et électroniques
Correctional Service of Canada | Service correctionnel du Canada
340 Laurier Ave. West 9C-11, Ottawa ON K1A 0P9 | 340, av. Laurier Ouest 9C-11, Ottawa ON K1A 0P9

Telephone | Téléphone Facsimile | Télécopieur 613-947-1184
Government of Canada | Gouvernement du Canada

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