

**OFFICE OF THE DATA PROTECTION COMMISSIONER**

**LEGAL DIVISION**

**COURT/MEETING ATTENDANCE FORM**

**DATE: …………………………………………………………………………………….**

**FILE REFERENCE: ……………………………………………………………………...**

**DEPARTMENT: ………………………………………………………………………….**

**SUBJECT MATTER: …………………………………………………………………….**

**NATURE OF ATTENDANCE: ………………………………………………………….**

**………………………………………………………………………………………………**

**HIGHLIGHTS: …………………………………………………………………………........................**

**………………………………………………………………………………………………**

**………………………………………………………………………………………………**

**OUTCOME/ORDER: ………………………………………………………………………………………………**

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**………………………………………………………………………………………………**

**ACTION TO BE TAKEN: ………………………………………………………………..**

**……………………………………………………………………………………………...**

**………………………………………………………………………………………………**

**NAME: ……………………………….. SIGNED: ………………………………**