**Northern Ireland Assembly Commission - Disability Action Plan Consultation**

Dear Consultee

The Northern Ireland Assembly Commission (the Commission) has approved a Disability Action Plan for the period from July 2011 – June 2012 and now wishes to consult with interested organisations and/or individuals. A copy of the Action Plan is attached and details of the consultation process are outlined below. These are also available on the Northern Ireland Assembly [website](http://www.niassembly.gov.uk/ABOUT-THE-ASSEMBLY/Corporate-Information/Policies/Disability-Action-Plan/).

**The closing date for comments on this consultation is Friday 14 October 2011.**

It is the intention of the Commission to adopt an inclusive and transparent approach to this consultation and it has provided a number of options to facilitate your involvement in the process. The options proposed are:

1. The Commission invites written representations on the content of the Disability Action Plan.   
   Please send your comments to:   
     
   James Gilsenan   
   Acting Equality Manager   
   Northern Ireland Assembly  
     
   Commission and Corporate Support Unit   
   Room 152   
   Parliament Buildings  
   Ballymiscaw   
   Stormont   
   Belfast  
   BT4 3XX   
   or submit electronically to [disability@niassembly.gov.uk](mailto:equality@niassembly.gov.uk)
2. The Commission Support and Compliance Unit (CSCU) will facilitate consultation meetings, on behalf of the Commission, to discuss this document and to obtain further feedback from consultees, as required.
3. The CSCU will also facilitate round table events, on behalf of the Commission, bringing together similar representative organisations and/or individuals on request.

If you wish to take part in a round table event, or meet with the Acting Equality Manager to discuss the Disability Action Plan further, please contact us by either:

Telephone: 02890 418377  
Text Phone: 02890 521209   
Email: [disability@niassembly.gov.uk](mailto:disability@niassembly.gov.uk)

There may be a number of people in your organisation who would be interested in this consultation so we would be grateful if you could ensure that they are made aware of this consultation process.

The Commission will publish a summary of responses, following the completion of the consultation process. If you would prefer your response to be treated as confidential, please let us know, stating your reasons clearly. Any automatic confidentiality disclaimer generated by your IT system will be taken to apply only to information in your response for which confidentiality has been specifically requested.

If we are asked to disclose responses under Freedom of Information legislation, we will take any requests for confidentiality into account. However, confidentiality cannot be guaranteed.

We will handle appropriately any personal data you provide in accordance with the Data Protection Act 1998. For further information about confidentiality of responses, please contact the Information Commissioner's Office or see website at:[www.informationcommissioner.gov.uk](http://www.informationcommissioner.gov.uk/)

These documents are available in hard copy and in alternative formats such as large print, Braille, audio or in other languages. They can be requested by contacting us using any of the methods outlined above.

We look forward to hearing from you.

Yours faithfully

**James Gilsenan   
Acting Equality Manager**