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|  | **Document Consultation and Feedback Record** ***For information about this record’s purpose –*** [***read Unitec’s Framework for Policy Development and other Associated Documents***](http://thenest.unitec.ac.nz/shadomx/apps/fms/fmsdownload.cfm?file_uuid=036A24C7-09D0-474F-B148-592AE4F55D9D&siteName=unitecintranet)  |
| ***Once completed send this record, its attachments and the final draft version of the document for which you are seeking approval to the person/group that will be providing this approval.*** |
| **Document Title:**  | **Draft No:**  | **Date:**  |
| **Document Owner:**  | **Document Sponsor:**  |
| **Summary of New Document/Changes Proposed:**  |
| **Groups / Positions Potentially Affected by Proposed New Document/Changes:** *(these should be the persons from whom feedback on changes are sought)* |
| **Record of Consultation** (attach any relevant correspondence sent to those being consulted) |
| **Position Title** (or group) | **Feedback Received?** | **Summary of Feedback Received and How Used to Shape Policy** |
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