Three letters — one project

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Fictional document

Fictional document — demonstration example
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Fictional document, produced for demonstration; representatives are named by office. **No joint reply is proposed**: three replies that do not contradict each other, which is not the same thing and costs far less.

Letter	Received	Designation used	Went to	Aspect handled
1	28/07	**Common name of the project**	Development	Works timetable
2	31/07	**Project number**	Finance	Funding plan
3	04/08	**Neighbourhood name**	Community services	Consultation

Each department is right to handle the letter it received. None made a routing error: the three letters do genuinely fall to three different departments, and it is the project that is common, not the question.

The three timetables the three replies would give

Department	Timetable it knows	What it would announce
Development	Works contract	**Start in Q1 2027**
Finance	Budget provision	**Commitment in Q4 2026**
Community services	Public meetings	**Consultation until June 2027**

Those three timetables do not strictly contradict each other: they describe three distinct stages. But three representatives receiving three different dates about the same project will conclude there are three versions.

What is proposed

Action	Effect	What stays with your organisation
The 3 drafters see the other 2 drafts	**Each situates its own date**	**A joint reply stays your call: each department keeps its own if it prefers**
Before sending	**The only useful moment**	—
Designating a lead department	—	**The designation belongs to your organisation; the agent supplies the comparison that makes it obvious**

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encryption mechanisms in transit and at rest, their components and key management are those documented for the architecture chosen; roles and permissions are configured and accepted for the identities and systems actually connected; the events logged, their content, their retention period and who may access them are defined for the deployment chosen.