

**Ministry of Labour, Immigration,  
Training and Skills Development**

Program Delivery Support  
Branch

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**Ministère du Travail, de  
l'Immigration, de la Formation et  
du Développement des  
compétences**

Direction du soutien à la  
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Toronto ON M7A 2S3



## Memorandum

**To:** Literacy and Basic Skills Service Providers

**From:** Annette Huton, Director  
Program Delivery Support Branch

**Date:** January 15, 2025

**Subject:** Literacy and Basic Skills Culminating Tasks Additional  
Questions and Answers

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We are writing to advise that the ministry has added further [Questions and Answers](#) related to the [Culminating Tasks memo](#) that was posted on the Employment Ontario Partners' Gateway (EOPG) on November 1, 2024. This is in response to feedback we received from the Literacy and Basic Skills network.

If there are any additional inquiries, please send them to your Employment and Training Consultant.

Sincerely,

Annette Huton  
Director  
Program Delivery Support Branch

cc: Laura Loveridge, Regional Director, Central East Region  
Vincent Suh, A/Regional Director, Central West Region  
Shawna Bourne, Regional Director, Eastern Region  
Nicole Pereira, A/Regional Director, Northern Region  
Heather Cross, Regional Director, Western Region