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From: Kyle Devine <kdevine@purerail.com.au>
Sent: Monday, 3 February 2020 1:44 PM
To: Tracey Lougher
Cc: Operations
Subject: FW: PO Briefing Change

Importance: High

Hey Trace,

Can you circulate this one please?

Regards,

Kyle Devine
M: 0421 566 531



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Cc: Adam Cross <ACross@ARTC.com.au>

Subject: PO Briefing Change

Importance: High

Good afternoon

There will be a change at the upcoming PO briefs as to how the notes are handed out. If the following could be passed onto your PO's please.

Due to an issue from the September CD, we had a PO sign on for someone else who did not attend the PO briefing. Due to this, we have had to look at how we can ensure that we do not have a reoccurrence. To do this we will require the PO to show Photo ID to obtain the notes for the closedown.

We will accept one of the following:

- RIW card
- Drivers license
- Passport
- Any other valid of photo Identification

Please note: any personnel that do not have ID will not be allowed to receive the PO Briefing packs given out

We will have extra staff at the briefings to assist us with this. We ask that the PO's be ready with their ID and be patient with the CD team and we will do this as quickly as we can.

We will be trialling this for the Feb Major and will be reviewing this process post possession.

If you receive feedback if you can please provide it, it would be appreciated.

We appreciate your understanding and patience with the process.

Kind regards

Brendon Lewis
Safe Working Coordinator
M 0428 448 980
HV Corridor Works

ARTC

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