

Subject: APRIL MAJOR PO BRIEFINGS - CHANGE TO MEETINGS

Importance: High

Good Afternoon

Due to environmental concerns around Covid-19 Virus, ARTC in line with government recommendations are reducing nonessential travel and reducing the number of personnel required to attend or gather at a location.

With this in mind, please see following changes in regards to the April Major PO Briefings.

PO Briefing North Wednesday 25 March 2020 9.00 am -11.30 am – McDonald Jones Stadium
PO Briefing North Wednesday 25 March 2020 1.30 pm – 4.00 pm – Muswellbrook Workers Club
PO Briefing South Wednesday 25 March 2020 1.30 pm – 4.00 pm – McDonald Jones Stadium
PO Briefing North Monday 30 March 2020 7.15 am – 10.30 am – McDonald Jones Stadium
PO Briefing South Monday 30 March 2020 10.45 am – 1.30 pm – McDonald Jones Stadium

The PO Briefing meetings at McDonald Jones Stadium and Muswellbrook Workers Club have been cancelled.

A teleconference will be held in its place at the original meeting times for the relevant McDonald Jones Stadium briefings (please see above) on – **03 9260 9583**

North Briefing times:

- **0900-1130 Wed 25/03/20**
- **0715-1030 Mon 30/03/20**

South Briefing times:

- **1330-1600 Wed 25/03/20**
- **1045-1330 Mon 30/03/20**

There will be no regular meeting or Teleconference Briefing for Muswellbrook Workers Club

The resource material that would have been handed out will be uploaded to the ARTC at website www.ARTC.com.au (select Working With Us, then select Hunter Valley Possessions Management)

NB the material will be available on the website from Monday 23 March 2020

- Please have the relevant material accessible for the teleconference.
- Please place your phone on mute to help minimise external noise
- We ask that one person speak at a time

Please ensure your PO's have this information as there will be no additional briefings.

Regards

Shane Aitken
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