

ABN 51 824 544 079

Email: ufua@bigpond.com.au

Your ref.:

Our ref.:



United Firefighters Union of Australia

BULLETIN

Bulletin No: 006

Volume: 18

Date: Feb 10, 2011

TO : NEX: Important notification

RE : 20TH ANNUAL NCOM & OH&S COORDINATORS MEETING VENUE AND DATES

Dear National Executive Member,

Please find the following information regarding the 20th Annual Meeting of the National Committee of Management

- **NCOM Dates**
10 am Wednesday 15 June, 2011 – Noon Saturday 18 June, 2011
- **Venue**

Crowne Plaza Melbourne
1-5 Spencer Street
Docklands Melb

View website: <http://www.crowneplaza.com>
- **OH&S Coordinators Meeting Dates**
10am Friday 17 June, 2011 – Noon Saturday 18 June, 2011
- **Venue**

Crowne Plaza Melbourne
1-5 Spencer Street

Docklands Melb

Could you please provide the following information for your Branch Delegates for both NCOM and the OH&S Coordinators Meeting by no later than **February 28, 2011**.

Name
Email Address
Postal Address
Mobile Number
Home Number
Fax Number (if applicable)

Additionally if your Branch Delegates will be arriving the night before their scheduled meetings, arrangements will also need to be confirmed by no later than **February 28, 2011**. Any additional costs for accommodation outside meeting dates will be at the Branch expense.

Observers:

Observers are a welcome addition to Branch Delegates. If a Branch wishes to invite observers then the following details should be provided by no later than **February 28, 2011**:

Name
Email Address
Postal Address
Mobile Number
Home Number
Fax Number (if applicable)

We respectfully request that the above delegation and observer numbers be provided ASAP. This will ensure that arrangements can be made for attendees as it is expected that the above location will have limited vacancies due to the timing of the NCOM meeting coinciding with the Victorian Branch Centennial Ball .

Airfares:

NCOM delegates - The National Office will organise and pay for these airfares. Preferred dates of travel will also need to be provided when supplying your delegation list.

OH&S coordinators – The National Office will organize and pay for airfares and accommodation will be provided for 17 February, 2011 only.

Please note:

We are currently in negotiations with The Crowne Plaza Melbourne to supply us with a special corporate rate for Branch observers and OH&S coordinators for any additional nights accommodation - this rate will be forwarded to you in due course.

All delegation names, preferred flight dates and observer numbers can be forwarded to Trudie Webber via email at membership@ufuvic.asn.au

Further information will be forthcoming in the very near future.

Yours sincerely,

Peter Marshall
National & Branch Secretary
United Firefighters Union