Have You Heard?

P.S…….

REMINDER
PROPERTY SERVICES’ GOLF DAY and Barbeque
Tuesday 30 April 2002

Today is the
PROPERTY SERVICES’ G O L F  D A Y and BARBEQUE
at beautiful Yarra Bend Golf Course.

Even though there are TWO Trophies,
the LADIES TROPHY
still has no names inscribed on it.
Yours might be the first!!!

Staff are still welcome
even if they don’t play golf.
P.S. Have You Heard sends best wishes to everyone who had a Birthday in April
Nacy Caldeira, Lucy DeLosa, Brett Delzoppo, Todd Denham, Di Elliot, Kon Kokkinidis, Jerry Krejcik, Grant McGuffie, Tony Metherell, Con Mozjerin, Sathi Satcunan, William Schutt, Bruce Thompson, David Wilkes…. And anyone we’ve missed.

Dear Doctor Doodad …
(Send your queries to the Doctor via Chris.Box)
Dear Dr Doodad, What’s the latest on viruses? WorriedUser.

Dear WorriedUser, I have just received a newsletter that has stated that there were 22 new viruses detected during the month of April and that 7 were considered very malicious. Not bad considering the month has ended yet! So this is a reminder to get a copy of McAfee virus scan for your PC at home. It’s on a CD from my very good friend Gavin Baumanis. The CD contains versions for WIN95/98/ME/NT/W2K/XP and also a version for MAC users. Yours cybernetically, Dr Doodad.

Applying for Leave through ESS.
The new version of SAP does not interface with GroupWise and Supervisors/Managers need to access SAP to view and approve applications staff make for leave via ESS.

Similarly, staff will no longer receive an email via GroupWise advising them that their leave has been approved. Notifications of approvals are also issued through SAP.

Hard Copy forms need only be used to apply for leave by staff without access to SAP/ESS or in the case where it is necessary for an attachment to accompany the application (eg Sick Leave with Certificate).

Further advice is available from Finance Branch.

CLASSIFIEDS.
PS Staff are welcome to submit brief notices to the Newsletter advertising items for sale on the understanding that all negotiations for the purchase of the item/s will be direct to the person selling the item/s.