



Travel Update Sessions

These sessions will be of particular interest to staff who undertake domestic and international travel, as well as staff with travel administrative and financial responsibilities. Please take the opportunity to meet the university's new travel agents, there will also be a demonstration of Serko - an online domestic air travel booking tool. Also presenting will be International SOS, the university's international travel risk consultants as well as a presentation on travel and workplace, health and safety.

It would be appreciated if Heads of Budget Centres would encourage relevant staff to attend.

Please confirm your attendance for catering purposes by Friday 3 February by registering on the Financial Services Training Registration at:

http://www.utas.edu.au/docs/fin_services/

HOBART, Tuesday 7 February, 9.30am to 12noon – Centenary Lecture Theatre

LAUNCESTON, Wednesday 8 February, 9.30am to 12noon – Lecture Theatre 1, Bldg A

BURNIE, Thursday 9 February, 10am to 12noon – Room A115

HOBART, Tuesday 14 February, 9.30am to 12noon – Centenary Lecture Theatre

Enquiries: Carol Connors ext 6324 3655 or Carol.Connors@utas.edu.au