

FAREWELL

Staff would be aware our Executive Director, Steve Daley, is very unwell and has been on sick Leave since December 2017.

Unfortunately due to Steve's deteriorating health condition he is unable to return to work and therefore tendered his resignation.

Steve has spent a large part of his working life with Devonfield having commenced as Executive Director in September 1985 guiding the organisation through many challenges and is well recognised throughout the disability sector.

Steve will be sorely missed by all and our thoughts are with both him and his wife Karen during what are very difficult and challenging times for them.



Steve has asked that I convey his appreciation to staff for their wonderful support and commitment to assisting our clients achieve so much throughout the years and would like to wish everyone a fantastic New Year.

From Chairman, Libby Campbell

CONTACTS

Head Office: 6424 6133

info@devonfield.com.au

Monday to Friday 8am to 4pm

Acting Chief Executive Officer:

Tanya Kingshott Ext 145
0419 357 742

Manager, Accommodation Services:

Andrew Moore Ext 140
0407 358 878

Manager, Community Access:

Zara King Ext 120
0417 491 715

Manager, Organisational Support & Development:

Karin Febey Ext 134
0419 566 177

Asset & Safety Coordinator:

John Carr Ext 146
0418 141 880

Launceston Co-ordinator:

Pat Manzoney 0448 559 200

Pay Office

pay@devonfield.com.au

Administration and Finance Dept

admin@devonfield.com.au

Social Enterprises – business services

customers@devonfield.com.au

**OUTSIDE BUSINESS
HOURS PHONE**

0447 447 349

REMINDER – TIMESHEETS every week are required to be received no later than **9am on the Friday of the week for processing.**

EMAIL: pay@devonfield.com.au

<i>Month</i>	PUBLIC HOLIDAYS FOR DEVONFIELD ENTERPRISES INC <i>Note Show Day date for each area listed</i>
<i>January</i>	1 – Tuesday (New Years Day) 28 – Monday (Australia Day)
<i>February</i>	
<i>March</i>	11 – Monday (8 Hours day)
<i>April</i>	19 – Easter Friday 22 – Easter Monday 25 – Thursday (Anzac Day)
<i>May</i>	
<i>June</i>	10 - Monday (Queen's Birthday)
<i>July</i>	
<i>August</i>	
<i>September</i>	
<i>October</i>	10 – Thursday (Show Day – North Tasmania)
<i>November</i>	4 – Monday (Recreation day) 29 – Friday (Show Day – North West Tasmania)
<i>December</i>	25 – Wednesday Xmas Day 26 – Thursday Boxing Day
<i>2020 January</i>	1 – Wednesday (New Years Day) 27 – Monday (Australia Day)

FROM THE ASSET AND SAFETY CO-ORDINATOR

The New Year has come and gone and for me personally it was a quiet New Year's Eve, as per the norm.

I have observed over the past few months a variation in the type of foot wear that is being worn by staff at work, namely, open toed shoes or thongs.

When working with clients, **all Support Staff are to wear covered in shoes with a small heel, eg trainers, Doc Martin or similar.**

Staff in certain designated work areas, may be required to wear steel capped safety shoes.



There is to be no variation to this footwear requirement.

If you have any doubts as to the suitability of your footwear meeting our minimum standards, there is a fair chance that they don't meet our requirements, hence don't wear them to work.

Regards, John Carr

We have farewelled with best wishes

Lisa Ashdown

Karen Bakes

Kathryn Berryman

We welcome to our STAFF:

Joeli Navatu

Montana Allen

Joshua Brown

Peter Walker

Kristy Leonard

David Williams

Warren Ruben

Joe Ralston

Ilsa Fyfe