

Limited Places! - Register Early to Secure Your Place

REGISTRATION BROCHURE

2ND CONFERENCE OF THE JOBFIT SYSTEMS INTERNATIONAL COMMUNITY

RISING TO THE CHALLENGE

Thursday 8th to Saturday 10th March 2012

Canberra, ACT, Australia

**Workplace
Visits**

**Facilitated
Networking
& Forums**

**Interactive
Workshops
& Panels**

**Early Bird
Discount**

Limited Places - Register Today

www.jobfitsystem.com



Rising to the Challenge in 2012

2nd Conference of the JobFit Systems International Community

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INVITATION FROM JOBFIT SYSTEMS INTERNATIONAL



Following the success of the Inaugural JobFit System Conference on Hamilton Island, we have decided to do it all over again!

It is always a challenge choosing a time and venue. As a result, we went for a headstart on the year and booked in early so that we can all make the most of the experience as we buckle up for a big 2012. Our network has also grown considerably

from our Queensland roots and so we have chosen a more central location, again with a stunning venue.

It therefore gives me great pleasure to welcome you to the Second Conference of the JobFit Systems International Community to be held in fascinating Canberra from the 8th to 10th March 2012.

The theme of the conference, “**Rising to the Challenge**” to me, is a call for Excellence. We are faced with Choices and Opportunities every day, and it’s what we do with those that makes the difference in our own lives and of those around us. I look forward to discussing and working through some of the Challenges that will face our industry, our businesses

and our people with you for 2012 and beyond.

I love an interactive conference and that’s exactly what this one will be, ranging from a spirited Debate in the Chambers of Old Parliament House, to an Expert Panel discussion on Ethics in OHS. There will be informative site visits to local landmarks such as the AIS and the Mint and group sessions on key issues.

Of course, a conference is not complete without excellent Presentations and an exciting Social Program.

Enough from me - see you in Canberra!

Jenny Legge
Managing Director
JobFit Systems International

ABOUT THE CONFERENCE

WHO SHOULD ATTEND?

The 2nd JobFit System Conference would be of benefit to:

- Health & Safety Managers & Practitioners
- Allied Health Professionals & Ergonomists
- Medical Practitioners & Occ Health Physicians
- Risk Management Consultants
- Human Resources Professionals & Managers
- Injury Prevention & Management Consultants
- Rehabilitation Counsellors and Return to Work Coordinators
- Company Directors & Managers
- WC Insurance Advisors & Brokers
- Workplace Injury Case Managers & Rehabilitation Providers

REASONS TO ATTEND

- Be inspired by thought-provoking presentations from Experienced Professionals
- Learn from informative Real-World examples and Case Studies
- Maximise networking and form new relationships with a Diverse Range of professionals across a variety of industries
- Immerse yourself in a collegiate atmosphere for Sharing information and Learning from others
- Consolidate JobFit System training and processes through Forums and Discussion
- Broaden your perspective by listening to insider views and asking probing questions of Expert Panels
- Be the first to know about 'Hot Off The Press' Research
- Be surrounded by Thought Leaders from your Industry and discuss the Key Issues
- Share your experiences and knowledge with others to work toward common goals and innovative solutions
- Contribute to the growing body of knowledge and Shape Future Developments for the JobFit System
- Apply fresh ideas from group mind-mapping forums and interactive workshops and site visits

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CONFERENCE VENUE & LOCATION



Canberra, ACT Australia

Canberra, the Heart of our Nation, is a fascinating place and home of the Australian story.

Our conference venue is The Boathouse by the Lake.
www.boathousebythelake.com.au

Situated in private parkland on the absolute water's edge of Lake Burley Griffin, The Boat House by the Lake offers the best lake view the capital has to offer. The stunning views are matched by award winning modern cuisine, and friendly and attentive service.

A function room with floor to ceiling windows for abundant natural light and access to a water-front deck and landscaped gardens, will guarantee that the Boat House

is the perfect location for the JobFit System conference.

In Canberra, the temperatures in March are expected to range between 11°C and 24°C with Good Weather expected at that time of year.

Canberra is easily accessible by plane, rail or road. Conference accommodation rates have been negotiated at a couple of venues in the city that are located near the drop points for the complimentary Conference Coach Transfers.

Please refer to the General Information section for additional information regarding Transport and Accommodation.

If you would like extra time to explore all that this region has to offer we will be more than happy to share ideas, but the Conference schedule will be jam-packed with information sessions so you may just have to stay longer if you want to have time to play. Families and friends are always welcome.

Canberra Festival runs from the 2nd to 18th March during the time of our conference.

The Hot Air Balloon Spectacular starts on the 10th March (see our Optional Extra for a group booking). Our Dinner Venue, the National Gallery of Australia, will be participating in the 'Englighten' on the night of our event and will be lit up with spectacular lighting.

There is no better time to visit Canberra! The autumn leaves will be changing. The weather will be perfect. The city is alive with events and festivals and the BEST conference of the year (that's ours!) will be on at the same time.

www.visitcanberra.com.au



KEYNOTE SPEAKERS

MARTIN RALPH



“The Science of Intentions: it's impact on a no blame culture”

What do we really mean by a no-blame culture? In this presentation, the latest research on the psychology of intentions is explored to appreciate the impact that our thinking processes, biases and language have on organizational cultures and practices.

Martin's presentation will add depth to the whole behavioral based safety argument and the concept of a no blame culture. It will challenge you on assumptions you might make and the language you use when Rising to the Challenge in your pursuit of OHS Excellence.

Mr Martin Ralph is the Managing Director of IFAP and also manages the implementation of IFAP's occupational safety and health consultancy services. Martin has developed and delivered a wide range of occupational safety and health solutions in Australia and abroad, including a United Nations sponsored programme for radiation protection and occupational health and safety specialists in the South East Asian tin mining industry. Martin has also led a number of organisational safety culture improvement projects, utilising techniques developed and endorsed by Professor E Scott Geller, a renowned world leader in the field of Behavioural Based Safety.

INSPIRATIONAL LIFE STORY - BRANDT 'BUGSY' NORTH



“Choices and Consequences” - that's what life is all about, according to Guest Speaker, Brandt 'Bugsy' North.

Brant is a 35 year old young man who lives in Brisbane with his wife and five young children ranging in ages from 1 to 14. He is a wheelchair dependant bilateral amputee as a result of injuries sustained in a workplace accident that occurred on the 20th January 1999.

Bugsy's story will stick with you forever.

Before his accident, Bugsy was an active person involved in a range of sports, but he particularly loved Rugby League which he had played from the age of 6. These days, he is still very active and is involved in disabled sport competing in Sitting Volleyball and Wheelchair Basketball.

“The presentation itself is called “Choices and Consequences”. The choices I made at the time resulted in the consequences I must now live with. If there is one thing I want you to take away from the session is that the old ‘it wouldn't happen to me’ attitude is gone. There are also three words that have stuck with me to this day... never give up.”

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FEATURE PRESENTATIONS

'THE GREAT DEBATE' IN THE CHAMBERS OF OLD PARLIAMENT HOUSE

Have you ever questioned whether “Investment in Older Workers is a Waste of Resources?” Well, that’s exactly what three very passionate industry experts will do, and another three are going to rip them to shreds! *Or will they ???*

The inaugural ‘Great Debate’ of the JobFit System Conference is going to be an informative and entertaining exploration of this controversial statement. Whilst thought-provoking, we do expect there to be some humorous tongue-in-cheek examples and demonstrations.

We do need to take a moment though and bring your attention to this *VERY IMPORTANT DISCLAIMER: The arguments presented by the members of the debate team may not necessarily reflect the current State of Knowledge, their personal views nor those of the organisations in which they are employed.*

The venue itself will also play a dramatic role in this special presentation. Picture Experts in the field hurling comments across the Central Table, delegates heckling from the Gallery and an Adjudicator trying to keep the peace from the Speakers Chair!

This will be a conference highlight and may just stir up some emotions and arguments of your own. Will our speakers arguments compel you to ‘Cross the Floor’?

Event: **The Great Debate**

Topic: **“Investment in Older Workers is a Waste of Resources”**

Featuring:

Martin Ralph
Director, Not-for-Profit Safety
Organisation

Dr Martin Mackey
University Lecturer

Bill Nevin
Manager, Employer Based
Insurance Company

Vivienne Gayton
HR Manager, National Services
Company

Andrew See
Barrister at Law

Speaker TBC
Health Advisor, Multinational
Resource Company



Which team are you on?

We won't make you choose...

Unless you sit on the fence!

EXPERT PANEL DISCUSSION

There are some big issues rolling around in our space and one of the interesting conflicts is that between the Legal and the Ethical perspectives in OHS and Rehabilitation. They don't always match up. Sometimes, what is lawful in a situation may not feel ethical to some, but perfectly okay to another, and when the situation changes it might then feel okay.

Have you ever had that uncomfortable 'It just doesn't feel right' feeling?

Or cringed when you heard someone say "Screw 'em! I'm entitled to it!"

Maybe someone has directed you to do or say something that you thought wasn't the right thing to do even though the legislation allowed or required it...

If you have ever felt like this in the past or been in one of these situations, then you may have wished you had sat in on this Expert Panel Discussion before so that you were better prepared for the conversations that you needed, or wanted, to have.

Under the expert guidance of the Conference MC, the Expert Panel Discussion is likely to expose some lateral thinking and thought-provoking commentary that may guide you in weighing up the differences between the Ethical and Legal Considerations in Workplace Health and Rehabilitation. Come prepared with your own questions and scenarios and throw out the question, "What would you do?"

Event: **Expert Panel Discussion**

Topic: **Ethical and Legal Considerations in Workplace Health and Rehabilitation**

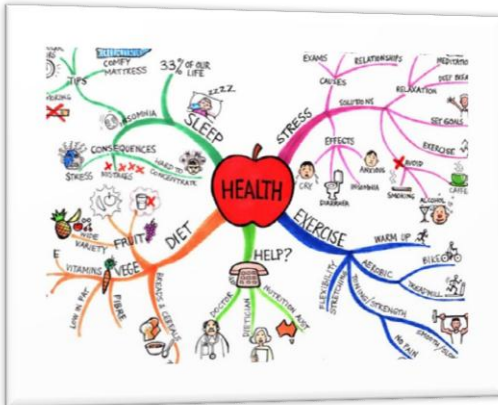
Featuring:

- **Andrew See**, Barrister at Law
- **Jenny Legge**, Managing Director, JobFit Systems International and Mackay Regional Committee Member of AICD
- **Jenny Kerr**, Director, Incorporating Ergonomics and Board Member of the Australian Physiotherapy Association
- **Bill Nevin**, Manager, XtraCare and past Chairman of the Association of Self-Insured Employers of Queensland
- **Rose Boucaut**, Senior Lecturer, University of Adelaide and immediate Past Chair of the Professional Development Panel of Occupational Health Physiotherapy Australia (OHPA)
- **Richard Fuller**, OHPA National Committee Chair and National Advisory Council representative for the Australian Physiotherapy Association

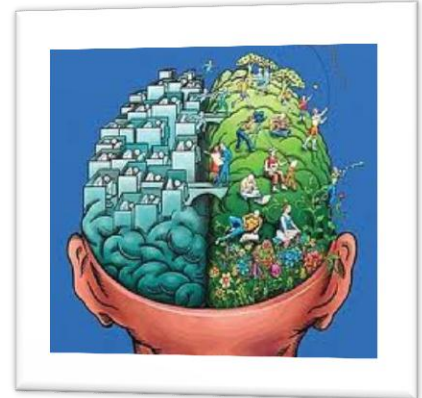
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MIND MAPPING FORUMS



*Do you have an 'open' mind?
How powerful is your mind?
How powerful are our minds
combined?
Let's take a look inside...*



Mind mapping is a creative, logical and effective way of gathering and processing information. Instead of note-taking, you 'map' out your ideas in a brain-friendly way. They start with a central idea, from which information branches out. You can use lines, symbols, words and colour to display information.

Mind maps are a graphic way of representing and organising thoughts. They are equally helpful for individual and group thinking.

At the start of the conference, our Facilitators will start off some Mind Maps and place them around the venue. We will kick start the process with a 'speed mapping' session where in small groups we will rotate between the maps and contribute to the ideas that were started by the group before. The timer goes off and we rotate to the next one.

Over the course of the conference, delegates will be encouraged to continue to revisit and contribute to the Mind Maps by expanding on the thoughts and ideas of others. On the final day, the Facilitators will make a summary presentation of our group's Mind Maps.

Wow! Imagine the collective wisdom of such a diverse group. What will our amazing minds reveal?

EXPERIENTIAL WORKPLACE VISITS

To walk a mile in another man's shoes...

Don't worry, you won't have to walk there, we'll provide complimentary coach transfers!

These onsite workplace visits will provide follow up learning experiences to the ergonomics tools and techniques workshops delivered on day one of the conference. Delegates will be able to immediately apply the knowledge gained to achieve further insight into the physical and organisational demands of work. The varied choice of 'behind-the-scenes' visits will encourage delegates to step outside their usual familiar environments and walk a mile in another man's shoes.

Delegates will be able to choose TWO from the following site visits on offer:

- Australian Parliament House
- Australian Institute of Sport
- Mount Majura Winery
- Royal Australian Mint

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Note: Places on the site visits are limited and so allocation to venues will be based on a first come first served basis - so register early!



Australian Parliament House

Take a 'back rooms' tour with the Security team at Australian Parliament House, including areas such as:

- Members Hall, Rooftop and Chamber Galleries
- Commercial Areas, including Loading Dock
- Security Infrastructure and Control Room

You will also visit interesting sub-floor spaces and observe a Defensive Tactics Demonstration

Note: Many of these areas are not open to the Public. Photo ID will be required before entry



Australian Institute of Sport

Go behind the scenes at Australia's premier elite sporting precinct. You may see gymnasts in training or some of Australia's top swimmers doing their laps. Your tour is guided by an elite athlete, so you'll be able to ask plenty of questions.

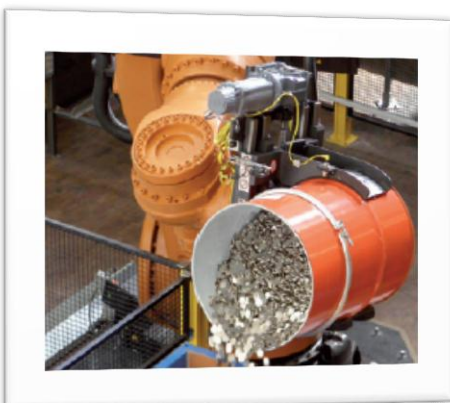
Afterwards, test your own skills in Sportex - an educational and engaging sports experience where you can try wheelchair basketball, virtual downhill skiing, rock climbing and football penalty shootouts. See if you have what it takes to be a professional athlete and test your accuracy, speed and strength with the ball skills tester, reaction timer and more.



Mount Majura Vineyard

Set in the picturesque Majura Valley, just 15mins from Canberra's CBD, this site visit includes a Gumboot Tour of the Vineyard followed by a wine-tasting experience. Yes, you will be donning gumboots and walking through the rolling hills of the Mount Majura Vineyard.

Depending on production on the day, you may even have the opportunity to observe the manufacturing process in the winery. Regardless, there will be plenty of time for questions over a taste of fine local wine.



Royal Australian Mint

Visit the sole supplier of Australia's circulating coinage. You will have a close-up view of the factory floor through our floor to ceiling observation windows. From this birds-eye view you can watch Australian coins being made and see one of the world's strongest robots hard at work.

A theatrette presentation will take you behind the scenes at the Mint and will explain the coining process to you. You will also be able to witness live footage from cameras within the building as the coins are being made.

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PRELIMINARY PROGRAM

DAY ONE - THURSDAY 8TH MARCH 2012

8AM

Registration Open Welcome Tea & Coffee	All Delegates	<i>The Boathouse by the Lake Lobby</i>
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8:30AM TO 10AM

Welcome Address & Keynote Presentation	<i>Master of Ceremonies: Grant Tracy</i> <i>Welcome: Jenny Legge, JobFit Systems</i> Keynote: Martin Ralph, IFAP	<i>The Boathouse by the Lake Function Room</i> <u><i>Mind Mapping Forums Begin</i></u>
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10AM TO 10:30AM

Morning Tea	All Delegates	<i>The Boathouse by the Lake Garden</i>
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10:30AM TO 12 NOON

Interactive Workshop	<i>“Matches & Misfits - Tools & Techniques”</i> <i>Facilitators: Richard Fuller & Derek Thomas</i> Workplace Visit Orientation	<i>The Boathouse by the Lake Function Room</i>
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12 NOON TO 1PM

Lunch	All Delegates	<i>The Boathouse by the Lake Deck</i>
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1PM TO 2:30PM

Presentations	<i>“Matches & Misfits - The Evidence”</i> <i>Topics:</i> <ul style="list-style-type: none">• Effects of Sedentary Work• Validity of Pre-Employment Functional Testing• Impact of Bariatric Patients on Hospital Safety• The Australian Work Ability Model <i>Confirmed Speakers:</i> Dr Martin Mackey (University of Sydney) Jenny Legge (JobFit Systems International)	<i>The Boathouse by the Lake Function Room</i>
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2:30PM TO 3PM

Afternoon Tea	All Delegates	<i>The Boathouse by the Lake Garden</i>
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3PM TO 5PM

Workplace Visits	Delegates choose One of the following for a 'behind-the-scenes' visit: <ul style="list-style-type: none">• Australian Parliament House• Australian Institute of Sport• Mount Majura Winery• Royal Australian Mint	<i>Various locations.</i> <i>Coach transfers provided from Conference Venue to Site Visits and then to Museum.</i>
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5:30PM TO 6:30PM

Feature Presentation: "The Great Debate"	<i>"Investment in Older Workers is a Waste of Resources"</i> <i>Affirmative:</i> <ul style="list-style-type: none">• Andrew See• Vivienne Gayton• Speaker TBC <i>Negative:</i> <ul style="list-style-type: none">• Martin Mackey• Bill Nevin• Martin Ralph	<i>House of Representatives Chamber at the Museum of Australian Democracy (Old Parliament House).</i> <i>Coach transfers provided from Site Visits to Museum.</i>
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6:30PM TO 8PM

Social Function: Welcome Reception	All Delegates and Guests	<i>Members Dining Room and Bar at the Museum of Australian Democracy (Old Parliament House).</i>
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DAY TWO - FRIDAY 9TH MARCH 2012

8AM TO 8:30AM

Welcome Tea & Coffee	All Delegates	<i>The Boathouse by the Lake Lobby</i>
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8:30AM TO 10AM

Presentations	<i>"Me. You. Us - When I Learn about You, it helps Us"</i> <i>Topics:</i>	<i>The Boathouse by the Lake Function Room</i>
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- International 'Body of Knowledge' Project
- Employee Engagement
- Peer Support Programs
- Communities of Competence

Confirmed Speakers:

Vivienne Gayton (Mastermyne Group)

Mary Saloniklis (The Job Bureau & 2011

Winner of WorkCover SA Award)

10AM TO 10:30AM

Morning Tea

All Delegates

The Boathouse by the Lake Garden

10:30AM TO 12 NOON

Feature Presentation: Expert Panel Discussion

“Ethical and Legal Considerations in Workplace Health & Rehab”

The Boathouse by the Lake Function Room

- Andrew See (Barrister at Law)
- Jenny Legge (JobFit Systems)
- Jenny Kerr (Incorporating Ergonomics)
- Bill Nevin (XtraCare)
- Rose Boucaut (University of South Australia)

12 NOON TO 1PM

Lunch

All Delegates

The Boathouse by the Lake Deck

1PM TO 2:30PM

Interactive Workshop

“What’s Really Going On”

The Boathouse by the Lake Function Room

Topic: Psychosocial Risk Factors

Facilitators: Dr Venerina Johnston and

Jenny Kerr

2:30PM TO 3PM

Afternoon Tea

All Delegates

The Boathouse by the Lake Garden

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3PM TO 5PM

Workplace Visits (repeat)

Delegates choose another One of the following for a 'behind-the-scenes' visit:

- Australian Parliament House
- Australian Institute of Sport
- Mount Majura Winery
- Royal Australian Mint

Various locations.

Coach transfers provided from Conference Venue to Workplaces and return to City Drop Point.

6:30PM TO 10:30PM

Social Function: Gala Dinner

All Delegates and Guests
Pre-dinner Drinks followed by 3 course Meal
Entertainment: "Hit Parade Trio"

National Gallery of Australia.

Coach transfers provided from City Pickup Point.

DAY THREE - SATURDAY 10TH MARCH 2012

5:30AM TO 9AM

Social Function: Hot Air Balloon Ride (extra cost)

Delegates and Guests who select this Optional Extra
Provider: Balloons Aloft
Inclusions: Hot Air Balloon Ride and Breakfast

Location TBC pending weather.

Transfers provided from 'Field' to Conference Venue.

9:30AM TO 10AM

Morning Tea

All Delegates

The Boathouse by the Lake Garden

10:AM TO 12 NOON

Presentations

"Affecting and Influencing Change"

Topics:

- Workplace Ergonomics Projects and Implementation Strategies
- Workplace Wellness Programs
- Workplace Safety Culture
- Stakeholder Engagement

Confirmed Speakers:

Rose Boucaut (University of South Australia)

The Boathouse by the Lake Function Room

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12 NOON TO 1PM

Lunch

All Delegates

*The Boathouse by the Lake
Deck*

1PM TO 3PM

**Feature Presentations
and Conference Close**

Guest Speaker: Brandt 'Bugsy' North
Mind Map Reviews: Various presenters
Summary: Grant Tracy (MC)
Close: Jenny Legge (JobFit Systems)

*The Boathouse by the Lake
Function Room*

3PM TO 4PM

**Afternoon Tea and
Farewell**

All Delegates

*The Boathouse by the Lake
Gardern*

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SOCIAL PROGRAM

WELCOME RECEPTION - OLD PARLIAMENT HOUSE



Date Thursday 8th March 2012
Time 6:30pm to 8pm
Venue Members Dining Room and Bar
Dress Business Casual
Cost Included for Conference Delegates
\$90 for Guests

www.moadoph.gov.au

What better way to wind down after a lively debate in the House of Representatives, then to retire to the historical Members Dining Room and Bar. Share a drink and a bite to eat with new and old friends in the warm and exciting atmosphere of this heritage building.

CONFERENCE GALA DINNER - NATIONAL GALLERY OF AUSTRALIA



Date Friday 9th March 2012
Time 6:30pm Pre-dinner Drinks
7pm to 10:30pm Dinner
Venue Gandel Hall
Dress Evening Casual
Cost Included for Conference Delegates
\$225 for Guests

www.nga.gov.au

Set amongst beautiful gardens and with the building lit by Canberra's Festival of Lights, the National Gallery of Australia, is a majestic venue perfect for this special occasion. After enjoying pre-dinner drinks on the deck overlooking the new Australian Garden, we will dine on fine food and wine, enjoy the company of friends, and then dance the night away to the Hits of the 80s from 'Hit Parade Trio'.

If you want a little bit more from the experience, why not arrive early and tour the current 'Renaissance' exhibit including works by Raphael, Botticelli, Bellini and Titian. Tickets can be purchased in advance from the Gallery at <http://nga.gov.au/Exhibition/RENAISSANCE>

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OPTIONAL - HOT AIR BALLOON EXPERIENCE



Date	Saturday 10 th March 2012
Time	5:30am Pickup 9am transfer to Conference
Venue	The Skies over Canberra
Dress	Warm and Comfortable
Cost	Extra Costs for Delegates and Guests \$380

This will be a truly unique experience for our Conference Delegates and Guests. As the new day dawns, you will ascend into the sky in your colourful balloon. Your balloon will float gently along the breeze, whilst in your basket you will feel completely secure with very little sensation of movement. During your flight you may find yourself drifting just above the treetops then moments later effortlessly ascending to heights of 2000 feet or more.

The Canberra Balloon Festival starts on Saturday 10th March 2012. Last year, 20 balloons took to the sky. Imagine the beauty of multitudes of balloons rising over the sights of Canberra at dawn.

We will be flying with multi award-winning Balloons Aloft. The package price listed here includes:

- Hot Air Balloon flight, approx 1 hour
- Opportunity to participate in deflation of the balloon
- Chilled champagne and orange juice served in a traditional celebration after the flight
- Cooked breakfast on the lawns of Old Parliament House as part of the Festival
- A commemorative flight certificate

We will also provide transfers to the pickup point (Questacon) from our city pickup points and from the landing site to our Conference venue.

Be sure to bring your camera for this unforgettable experience. Even if you choose not to participate in this event, wake early this morning to view this amazing sight.

Places are extremely limited for this event so please book early to avoid disappointment.

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GENERAL INFORMATION

ACCOMMODATION

Conference accommodation rates have been negotiated with two hotels in Canberra.

We will provide coach transfers to / from these locations as indicated on the program.

Hotel Details	Room Types	Rates (inc GST)	Other
Novotel Canberra	Std Queen / Double	From \$168 /nt	<ul style="list-style-type: none">• Advantage Plus members eligible for extra 10% discount
4 ½ Star	Exec King	From \$208 /nt	<ul style="list-style-type: none">• Breakfast not included
www.novotelcanberra.com.au	Exec Apartment	From \$248 /nt	<ul style="list-style-type: none">• Ranked #2 on Trip Advisor
Ph (02) 6245 5000	Exec Suite	From \$288 / nt	
65 Northbourne Avenue Canberra ACT 2600			
Clifton Suites on Northbourne	One Bed Apartment	\$ 230 / nt	<ul style="list-style-type: none">• Adv purchase Full Buffet available \$19pp
4 ½ Star Apartment Hotel	Two Bed Apartment	\$ 280 / nt	<ul style="list-style-type: none">• Complimentary UG Car Parking
www.cliftonsuites.com.au	2 Bed / 2 Bath Apartment	\$ 320 / nt	<ul style="list-style-type: none">• Complimentary Daily Newspapers
Ph (02) 6262 6266			<ul style="list-style-type: none">• Ranked #1 on Trip Advisor
100 Northbourne Ave, Canberra			

Accommodation is to be booked directly with the venue. Please quote "JobFit System Conference" to be eligible for the above rates.

Please note that although these hotels have provided us with a discounted conference rate, you may still be able to find a better deal online so feel free to shop around.

Alternative accommodation venues are obviously available. We would recommend choosing a venue within walking distance of the above so that you can minimise transport costs by using our complimentary coach transfers.

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TRANSPORT

TO CANBERRA

Getting to Canberra is easy. Our Nation's Capital has direct flights daily from Sydney, Melbourne, Brisbane, Adelaide and Perth. Depending on your route, you can choose from Brindabella Airlines, Virgin Australia and Qantas. Of course, you can also take the Train, Bus or Drive.

<http://www.visitcanberra.com.au/en/Getting-here-and-around.aspx>

IN CANBERRA

As part of the conference package, we will provide the following Coach transfers at no additional charge:

- Morning transfers from City Pickup to Conference Venue on Thursday, Friday and Saturday
- Transfers from Conference Venue directly to Workplace Visits on Thursday and Friday
- Transfer from Workplace Visits directly to Debate at Old Parliament House on Thursday
- Transfer from Workplace Visits to City Drop off point on Friday
- Transfer from City Pickup to Conference Dinner at National Gallery of Australia on Friday
- Transfer from Optional Hot Air Balloon Ride to Conference Venue on Saturday
- Transfer from Conference Venue to City Drop off point on Saturday

City Pickup and Drop off points will be behind the Novotel and Clifton (maps to be provided)

DRESS

The dress standard for all Conference Sessions and the Gala Dinner is Smart Casual. Closed shoes will be required for the Workplace Visits.

GUESTS & FAMILY

Guests are invited to attend the Welcome Reception and Gala Conference Dinner. Please order your additional tickets on the Conference registration form.

SPECIAL NEEDS

We will make every effort to ensure that delegates with special needs are catered for. If you require particular assistance, including special dietary requirements, please make a note on the Registration form.

LIABILITY WAIVER

In the event of industrial disruptions, the conference and the organisers accept no responsibility for losses incurred by delegates and accompanying persons.

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PERSONAL INSURANCE

Delegates are responsible in every aspect for their own risk for loss or injury to persons or property. We strongly recommend that you carry adequate travel insurance. The organisers are in no way responsible for any claims concerning insurance.

PRIVACY

When registering for this conference, relevant details will be collected for the purposes of registration, payment and conference and promotional communication and may be made available to parties directly related to the conference including JobFit Systems International, Conference organisers, venue and accommodation providers, and sponsors.

By completing the registration form, you acknowledge that the details supplied by you may be used for the above purposes. If you do not wish for your details to be used for these purposes, please indicate your preferences on the registration form.

CHANGES / AMENDMENTS

The organiser reserves the right to alter the venue, speakers or schedule. If you are unable to attend and your booking has been confirmed, a substitute delegate is welcome to attend the conference at no additional charge. Please check with the accommodation provider for any conditional changes to your accommodation booking.

REGISTRATION DESK

The conference registration desk will be in the Boathouse by the Lake Lobby on Thursday 8th March from 8am to 3pm. It will then re-open on Friday 9th March at 8am.

CONFERENCE SECRETARIAT

All enquiries should be directed to conference@jobfitsystem.com

TERMS & CONDITIONS

REGISTRATION DETAILS

Registrations can be made by completing the Registration Form and submitting **before COB on Friday 17th February 2012** via:

1. Fax to (07) 4953 1693, or
2. Post to JobFit Systems International, PO Box 8740, Mt Pleasant Q 4740 Australia, or
3. Scan and email to conference@jobfitsystem.com

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PAYMENT OPTIONS

The Registration Form will be your TAX INVOICE upon receipt of payment by JobFit Systems International Pty Ltd (ABN 78 104 491 714). Two payment methods are available:

1. Pay by Credit Card with completed Registration Form.
2. Pay by Direct Deposit to JobFit Systems International, BSB 084 789 Account 55 630 8107. Please ensure that you include your name in the payment details.

CONFIRMATION

Confirmation of registration will be made within five business days of receipt of your completed registration form and payment of conference registration fees. Please ensure that confirmation is received to confirm your booking.

CANCELLATIONS / REFUNDS

All Cancellations must be received in writing. If you are unable to attend and your booking has been confirmed, a substitute delegate is welcome to attend the conference at no additional charge.

An administration fee of 10% + GST per registered delegate will be charged for all cancellations.

In addition, the following notification periods and cancellation fees will apply:

- >30 days: 10% of Registration Fee + GST
- 22 - 30 days: 20% of Registration Fee + GST
- 15 - 21 days: 50% of Registration Fee + GST
- 14 days or less: 100% of Registration Fee + GST

JOBFIT SYSTEM COMMUNITY DEFINITIONS

The JobFit System Community Discount is available to JobFit System Services Partners, JobFit System Sales Partners, JobFit System Licensed Customers and other VIP as approved by JobFit Systems International.

- JobFit System Services Partners are those Providers who have participated in JobFit System Services Partner Training and have received a JobFit System Registration Number.
- JobFit System Licensed Customers are employees of companies who hold a current JobFit System Software License.

Please contact us at conference@jobfitsystem.com if you are unsure if you are a member of these Groups to be eligible for the Conference Discount Rate.

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REGISTRATION FORM

2 pages - Fax to (07) 4953 1693 or email to conference@jobfitsystem.com

REGISTRATION FEE TYPES AND INCLUSIONS

Registration Type	Inclusions
JobFit System Conference Registration	<ul style="list-style-type: none"> ▪ Admission to all Conference Sessions ▪ Admission to Two Worksite Visits ▪ Welcome Reception (Thursday) ▪ Conference Gala Dinner (Friday) ▪ Morning Coffee, Morning / Afternoon Teas and Lunches (Thursday, Friday, Saturday) ▪ Coach Transfers as specified

CONFERENCE RATES

Registration Type	Before 31 January	After 31 January
JobFit System Community Member	\$ 1,025	\$1,225
Table of 6 Members (Bring 6, Pay for 5)	\$ 5,125	\$ 6,125
Non-Member	\$ 1,225	\$ 1,425

TICKET & PAYMENT INFORMATION

Item	Quantity	Rate	Subtotal
Registrations - Individual	@	=	
Registrations - Table	@	=	
Additional Welcome Reception Tickets (included for Conference delegates)	@ \$90	=	
Additional Gala Dinner Tickets (included for Conference delegates)	@ \$225	=	
OPTIONAL Hot Air Balloon Experience	@ \$380		
TOTAL AMOUNT TO BE INVOICED			\$

Debit my Visa / MasterCard
for \$

Name on
Card

Card Number

Expiry Date

Card Holder's Signature

Direct Deposit to JobFit Systems International BSB 084 789 Account 55 630 8107. Transaction ID:

All prices listed are in AUD and include GST

Tick here if you do not wish to receive communications from JobFit Systems or Conference Sponsors post-conference

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2nd Conference of the JobFit Systems International Community

Places at the Worksite Visits are strictly limited and will be allocated in order of receipt. Please circle delegate's preferences for each site visit in the list below.

CONTACT DETAILS

Company Details				
Company Name				
Primary Contact Person				
Delegate 1				<input type="checkbox"/> JobFit System Community Member
Name		Position		
Mobile		Email		
<i>Thursday Site Visit:</i>	<i>Parliament House</i>	<i>Institute of Sport</i>	<i>Vineyard</i>	<i>Mint</i>
<i>Friday Site Visit:</i>	<i>Parliament House</i>	<i>Institute of Sport</i>	<i>Vineyard</i>	<i>Mint</i>
Delegate 2				<input type="checkbox"/> JobFit System Community Member
Name		Position		
Mobile		Email		
<i>Thursday Site Visit:</i>	<i>Parliament House</i>	<i>Institute of Sport</i>	<i>Vineyard</i>	<i>Mint</i>
<i>Friday Site Visit:</i>	<i>Parliament House</i>	<i>Institute of Sport</i>	<i>Vineyard</i>	<i>Mint</i>
Delegate 3				<input type="checkbox"/> JobFit System Community Member
Name		Position		
Mobile		Email		
<i>Thursday Site Visit:</i>	<i>Parliament House</i>	<i>Institute of Sport</i>	<i>Vineyard</i>	<i>Mint</i>
<i>Friday Site Visit:</i>	<i>Parliament House</i>	<i>Institute of Sport</i>	<i>Vineyard</i>	<i>Mint</i>
Delegate 4				<input type="checkbox"/> JobFit System Community Member
Name		Position		
Mobile		Email		
<i>Thursday Site Visit:</i>	<i>Parliament House</i>	<i>Institute of Sport</i>	<i>Vineyard</i>	<i>Mint</i>
<i>Friday Site Visit:</i>	<i>Parliament House</i>	<i>Institute of Sport</i>	<i>Vineyard</i>	<i>Mint</i>
Delegate 5				<input type="checkbox"/> JobFit System Community Member
Name		Position		
Mobile		Email		
<i>Thursday Site Visit:</i>	<i>Parliament House</i>	<i>Institute of Sport</i>	<i>Vineyard</i>	<i>Mint</i>
<i>Friday Site Visit:</i>	<i>Parliament House</i>	<i>Institute of Sport</i>	<i>Vineyard</i>	<i>Mint</i>
Delegate 6 - FREE!				<input type="checkbox"/> JobFit System Community Member
Name		Position		
Mobile		Email		
<i>Thursday Site Visit:</i>	<i>Parliament House</i>	<i>Institute of Sport</i>	<i>Vineyard</i>	<i>Mint</i>
<i>Friday Site Visit:</i>	<i>Parliament House</i>	<i>Institute of Sport</i>	<i>Vineyard</i>	<i>Mint</i>

SPECIAL MOBILITY OR DIETARY REQUIREMENTS

Please inform us of any special mobility or dietary requirements here (inc delegate name)