

# Agenda

## Local Records Co-ordinators Meeting

2pm – 3:30 pm

Friday 7 December, 2012

**Baillieu Library Ground Floor Dulcie Hollyock Room**

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1. 2.00 to 2.10 : Welcome and introductions - Kathryn Dan (General Manager, Records & Policy)
2. 2.10 – 2:25 Privacy - Louise Chia Ling Goh (Lawyer- Compliance & Trust)
3. 2:25 – 2:40 Freedom of Information - Amy Ellis (Legal and Compliance Officer)
- 2:40 – 2:55 **Refreshments and Networking Session**
4. 2:55 – 3:20 Case Studies
5. 3:20 – 3:30 Updates