

# Agenda

## Local Records Co-ordinators Meeting

10 am – 11.30am

Monday 20<sup>th</sup> June 2011

Jim Potter Room, Old Physics

---

Welcome and introductions

Updates :

- PROV Standards Kathryn Dan
- Annual Destruction Lucinda Davies
- TRIM Update Lucinda Davies
- RM publication – *On the Record* first edition Kathryn Dan
- IAM quiz feedback Carmela Gallo

Consultation – IMAS web pages Sally Newton

Roundtable discussion –Continuous Improvement Checklists – an overview Kathryn Dan

### **Morning Tea and Networking Session**

Disaster management demonstration Adelaide Parr