

# Agenda

## Local Records Co-ordinators Meeting

**10 am – 11.30am**

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

**Jim Potter Room, Old Physics**

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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