

From: ELT Support
Sent: Thu, 22 Apr 2021 08:36:59 +1000
To: Anastasia Batten;ELT Support;Adam Coenraads;Reece Mckenzie;Bernadette Panek;Adrian McCabe;Andrew Johnson;Ngarei Gow;Fleur Hill;David Lang;Gina Dario;Joanne Reid;Dylan Phelan;Kath Gleeson;Natalie Amiel;Sally So;Cassandra Hopkins;Hannah Stares;Julie McDougall;Rhianne Jory;Sean Ferrari;Terri Thomas;Bernadette O'Meara;Kaye Bartlett;Cherie Feore;Owen Jones;Christine Aneiros;Evan Ekin-Smyth;Delyse Paliaga;Michelle Harper;Election Support Unit - VIC;Antonia Exposito;Kelsey Corrin;Kristen Wild;Nicole Balgus;Natalie Caggiano;Nye Coffey;Tessa Martin;Priscilla Vosa;Rachel Alchin;Heather Cooper;Internalcomms;Julie Igglesden;Peita Mamo;Maree Fasoli;Megan Mackie;MPS Mailbox;Peter Mahon;Nicole Taylor;Sarra Baker;Stephanie Attard;PSB Support;Rhiannon Craig;Cameron Stokes;Michael Lynch;Stephanie Hilton;Stuart Oreo
Bcc: Tracey Vassallo
Subject: FOR ACTION: ELT Weekly Reporting - DUE COB TODAY [SEC=OFFICIAL]
Attachments: Weekly Reports 16.04.2021.pdf

Good morning,

The SharePoint links for weekly reporting are live and ready for your input.

Please update the reports with all key information including risks, issues, movements and any divisional office closures via the links provided below.

[Weekly Issues Report](#)

[Absences Report](#)

[Over the Horizon](#)

All reports due by **COB TODAY**.

We have left reporting for 26 April – 30 April in the absences report. Please update as necessary and change to black. Please also complete the week 3 – 7 May.

If you experience any problems with SharePoint please contact ELTSupport@aec.gov.au as soon as possible.

The Weekly Report for week ending 16 April is attached for your reference.

Kind regards,

ELT Support