



Dear Colleagues,

I'm writing to provide an update to our working from home cohort in light of Stage 4 restrictions and the current situation in Victoria.

Previously, we had communicated a three phased plan to gradually return to our various offices, and I committed to providing an update on 1 September.

Now, due to Stage 4 restrictions and the current situation in Victoria, we are more likely to return much later in the year than we anticipated.

I will be in touch at the end of Stage 4 restrictions with further guidance on this, noting that our plans will always be government-led and in line with advice from the Chief Health Officer. I appreciate everyone's flexibility in these uncertain times.

Morning tea engagement series – coming soon

To help us stay connected and engaged, the People Division will be running a series of virtual morning teas from September with the aim of supporting, empowering and engaging our people.

Topics will include: *Managing my virtual team remotely*; *Parenting and working from home*; and *Resilience Tools*, among others.

I will be in touch with the program of virtual events shortly, which will be in addition to our regular program of Diversity and Inclusion events such as Wear It Purple Day which is coming up on 28 August.

Ways of Working in Stage 4

If you missed it, please make sure you read the [Message from Raymond: Supporting our People through Stage 4](#). In it, Raymond outlines important changes to our ways of working during Stage 4 restrictions with the aim of taking some pressure off our working lives, where possible.

Support

This is certainly a difficult time for many of our people and it's important that over the next few weeks, we are really looking after our health and wellbeing. I encourage you to reach out if you need support:

- Our **Employee Assistance Program** is a free and confidential service available to all employees and immediate families. You can access it by calling 1800 808 374 or texting 0439 449 876.
- People managers can also access the **Manager Support Program** on 1800 505 015 for confidential support.
- [Metro's Coronavirus website](#) has information relevant to our team including health and wellbeing resources.

I hope this message helps to provide some certainty in an otherwise very uncertain time. Remember, there is support available, and we will get through this as One Team.

Kind regards,

Michele

Michele Mauger

Executive Director People

