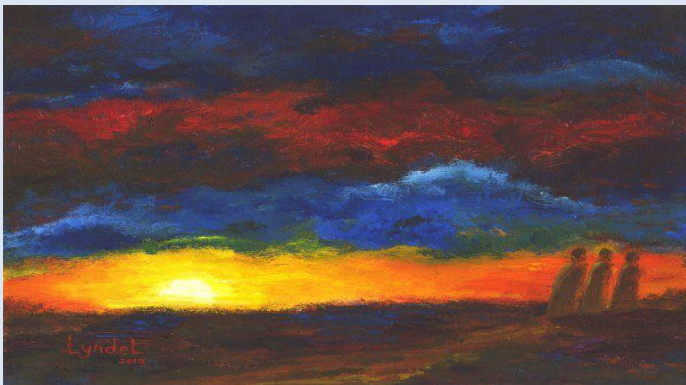


We are walking each other home



The Road to Emmaus - Lyndel

In recent weeks I have engaged with the beauty and complexity of my own being and the being of others, through my experiences in the Philippines, Dublin and Ballarat in particular. A quote has grabbed my attention and encouraged pondering: 'We are walking each other home.' (Ram Dass and Paul Gorman) It immediately conjured up images of Jesus and the two disciples on the road to Emmaus and of those who walk with me. I am reminded of the words from the Institute Constitutions (2.01) 'The tender mercy of God has given us one another.' If someone 'walks me home' I trust them enough to know where I live. I feel the companionship of sharing the journey, of inviting them into my home and all the deeper levels of sharing that that may mean. It speaks of intimacy, openness, hospitality, of love... We are walking each other home. It strikes me that we do this for myriad reasons and hopefully the journey brings me, us, closer to the Source who is our home, through our own particular call to Mercy.

Pope Francis in his latest exhortation *Gaudete Et Exsultate* calls us to see the entirety of our lives as mission.

He reminds us that the important thing is that each of us 'discerns their own path, that she or he brings out the very best of themselves, the most personal gifts that God has placed in their heart rather than hopelessly trying to imitate something not meant for them...' We are walking each other home. I wonder if, in our way of working together, we are able to be community in the truest sense, sharing with each other our life's work and our own unique response to the cry of the earth and the cry of the poor.

I trust that the small details, the small gestures of love that Francis refers to in his Exhortation on Holiness, are perhaps seeds that may create changes beyond our imaginings. I think of our early sisters teaching young children, attending to the sick and the poor of their time, never thinking that decades later the ministries within Mercy Health and Mercy Education, for example, would be so widespread and imbedded in our times. It begs the questions: What seeds am I planting? Where am I called to the fringes in my own particular context?

May this journey of walking each other home continue to deeply reflect 'the message of Jesus that God wants to speak to the world by your life.' (*Gaudete Et Exsultate* No. 24)

http://w2.vatican.va/content/francesco/en/apost_exhortations/documents/papa-francesco_esortazione-ap_20180319_gaudete-et-exsultate.html

Through your work at ISMAPNG, may you discover again and again the beauty and complexity of loving companions who likewise are searching and just doing their best, seeking to bring Mercy to our world. And finally I offer Rumi's words: "Don't you know yet? It is your light that lights the worlds."

Gaye Lennon

Institute Councillor

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New Appointments

- **Dawn Firth:** Personal Carer – Rice Village, Geelong.
- **June Price:** Cook/Housekeeper – Loreto House, Rockhampton.

In Memory of ...



Anne Arundell

25th May 1937 -18th April 2018



Marie Walker

22nd September 1916 – 21 April 2018



End of Financial Year reminder:

Please ensure your e-mail address and postal address is up to date via HR or by sending an e-mail to payroll@ismapng.org.au in anticipation of PAYG summaries being sent out in early July.

Mercy Global Action Newsletter

The latest edition of the newsletter from 'MIA: Mercy Global Action at the UN' is available by **this link below**.

http://institute.mercy.org.au/wp-content/uploads/2018/05/MIA_MGA_Newsletter_12.pdf

Flu Vaccination Reimbursement 2018

The flu season is nearly upon us. To protect ourselves and those around us, ISMAPNG will reimburse \$20 per person for any ISMAPNG worker who wishes to be vaccinated.

The flu can be serious. Every year it causes illness in the community. It is estimated that 3,500 Australians die and 18,000 are hospitalised from influenza or its complications every year.

Some people are at greater risk of influenza complications. If you catch flu, apart from feeling dreadful yourself, you risk spreading it to vulnerable people at risk of serious complications. If you come into contact with infants, pregnant women, older people or immune-compromised people while you have flu you are putting them at risk. Some of our sisters and staff fall into one of these categories.

Apart from that, it takes an average of two weeks to recover from flu. That's a long time for work and chores to pile up.

If you get the flu shot:

- you can avoid spreading it to at-risk people
- you can avoid feeling awful yourself
- you can avoid having to put your life on hold.

ISMAPNG Vaccination Reimbursement

You are personally responsible for organising your own flu vaccination. Many pharmacies now offer this service, as do most doctors' surgeries / medical clinics.

You are required to pay for your vaccination up front and ISMAPNG will reimburse you up to \$20, paid into the same bank account as your fortnightly pay.

To claim the reimbursement, please send a copy of your invoice together with your name to Human Resources at either humanresources@ismapng.org.au or PO Box 299 Hamilton NSW 2303

What is influenza?

Influenza, commonly known as the flu, is caused by a highly contagious virus that is spread by coughs and sneezes or by direct contact with respiratory secretions.

What are the symptoms?

Symptoms usually occur one to three days after infection and may include sudden onset of:

- fever
- chills
- cough
- sore throat
- headache
- muscle aches
- severe tiredness
- loss of appetite.

Complications may include pneumonia, worsening of other illnesses and death.

About Influenza Vaccine

Influenza viruses change frequently, therefore the influenza vaccine is usually updated every year (depending on the circulating strains). Having an influenza vaccine every year in Autumn is recommended, particularly for those in the high risk groups. Protection develops about two weeks after being given the injection and lasts up to a year, which makes it important to be vaccinated every year.

Please contact Human Resources on 02 4964 6400 for any further information.



Anzac Day 2018

The Mercy Matters editorial team went searching for an article to include on Anzac Day. What we discovered was more than we expected. Martin Elliget, a member of the Technology team located at Mercy Centre Alphington, uncovered a case lost in history. Here, Martin shares his story.

FINDING PRIVATE ATTFIELD



Beverly Warren and Martin Elliget

On the morning of Anzac Day this year, I found myself driving down the East Link tollway to attend the Anzac Day ceremony at Balnarring on the Mornington Peninsula. I grew up in the seaside resort town of Sorrento, so I know the Peninsula well but I had never once attended an Anzac Day ceremony at Balnarring and have no connection to the town (as far as I know). So why, you might ask, the hour drive to Balnarring on a slightly chilly morning?

To answer that, let me first go back some 10 years, when I was living in London. Being the family historian, whilst living in London I decided that I would do some online research into my Dad's naval service in WW2. He was bosun's mate and bugler on the heavy cruiser HMAS Canberra and also the WW1 service of my two

grandfathers. My Dad's father was in the Army and served in France (in the Military Police) and my Mum's father was in the Royal Navy.

To help find some answers, I joined a number of online forums including one called the Great War Forum. One of the groups within this forum is dedicated to finding non-commemoration cases or, as they call them, "non-comms". This is where someone has died during WW1 or WW2 in the service of their country but, for whatever reason, they have been forgotten about and their name has not been added to the Roll of Honour. For Commonwealth countries, this Roll of Honour is managed by the Commonwealth War Graves Commission (CWGC). The "non-comms" group was dedicated to finding these cases, researching them to prove the cases were eligible for commemoration and putting the cases forward to the CWGC for consideration. Once accepted, not only are their names added to the Roll of Honour, often a new plaque or headstone is placed on the person's grave and their graves are looked after by the CWGC and associated organisations. I joined this group of online volunteers and started looking for "non-comms".

Searching through old newspapers online turned out to be a great way to find these missing people. One of my first cases was a British soldier, Driver Stephen Allan, who was serving with the British Army Service Corps when he was struck by lightning and killed in 1915. For some reason, perhaps because he was not killed in action, he had not been commemorated. The case was put forward and was eventually accepted in 2010. His grave in Hull, England, is now looked after by CWGC staff. Another interesting case was that of Corporal Julius Christian, Australian Army Medical Corps, who died from illness whilst serving in Australia. In looking into his ancestry, I discovered that his family came from Pitcairn Island and that he was, in fact, the great, great grandson of Fletcher Christian (1764-1793), the ring leader of the infamous mutiny on HMS Bounty. Corporal Christian's case was accepted in 2014 and his grave in Rookwood Cemetery, Sydney, now comes under the care of the Office of Australian War Graves.

What started as a casual hobby quickly became an obsession. Much of my spare time was spent locating potential cases, researching them and sifting through war service records on the National Archives of Australia

website to establish if they were eligible for commemoration.

In October 2014, I came up with a new way to locate cases. I searched through the online Victorian Probate Index and located soldiers, sailors, etc. who had died during the war years. I then cross-checked those names against the CWGC's Roll of Honour. If someone did not appear on the Roll, I checked their war service record to see if there was a potential case. This new method of searching turned out to be quite fruitful.

One of the first cases I found using this technique was one of the most interesting cases I've worked on – that of Private Edward Attfield, Official No 1701, 5th Battalion of the Australian Imperial Force (AIF). Known as Ned to his family, he tried to enlist with the Army seven times before they eventually accepted him (they probably initially knocked him back due to his height – he was only 5 feet 3½ inches). After joining, he went off to fight in Gallipoli, was wounded in battle (gunshot wound, back and hand) but, after recovering in hospital, was sent back to Gallipoli. He was later hospitalised a second time, this time due to illness, and again, after recovering, was sent back to the war. In January 1916, after the Australian Army had evacuated from the Gallipoli Peninsula and had set up camp in Egypt, Private Ned Attfield went missing – he was never seen again. The Army initially didn't know that Ned was missing but they later declared him a deserter, said he was ineligible to receive his war medals and, to add insult to injury, knocked back his mother's application for a war pension. I investigated Ned's case and was amazed to read, on page 21 of his service record, that it was highly likely that Ned had been murdered, strangled by an unknown assailant, and had been buried as an unidentified Australian casualty in Old Cairo Cemetery.

In February 2015, after researching the case thoroughly, I wrote to the then Minister for Defence, providing him with all the details and asking for Ned's case to be reconsidered. I had also passed the details of the case to the Unrecovered War Casualties (team) – Army, as well as the Office of Australian War Graves. The Minister's response was sympathetic but he indicated it would need further investigation.

I didn't hear anything further about the case for almost 3 years. Then out of the blue, on 14 Dec 2017, I received exciting news. The National Politics Reporter with the Herald Sun called and advised there had been a development in the Attfield case and asked if I would share my research so he could write an article about it. A few days later, the Manager of Unrecovered War Casualties (Army) phoned to advise that his team had thoroughly investigated the case and they had concluded that, in all likelihood, Private Ned Attfield had been murdered and was the unidentified Australian casualty buried in Old Cairo Cemetery. I had almost given up on the case being accepted, so I was incredibly excited by this news.

On the Saturday before Anzac Day, the story of Ned Attfield was published in the Herald Sun under the headline "The Lost Anzac". I was only expecting a small article, a column at most so I was bowled over to see it was a three page article! Included with the article was a photo of Ned with a small group of soldiers. It was quite emotional for me to finally see him. Up until that point, I had only been dealing with documents. Later that day as I was heading out for a quiet lunch with my girlfriend I missed several calls. When I checked my messages later, it was Channel 9 chasing me for an interview on the story of Ned Attfield, which appeared on their news that night. It was all very unexpected and surreal.

I found out from one of Ned's relatives that his WW1 medals were to be officially presented by the Army to his great niece at the Anzac Day ceremony in Balnarring and I immediately knew that I just had to attend. I arrived as the service was just about to begin. Not being a big town, I expected the attendance to be fairly small but there was a crowd of 200 or more. I had to stand at the rear of the crowd but fortunately, being tall, I was just able to see the ceremony.

After some preliminaries, the special presentation of Ned Attfield's medals got underway. With the crowd completely hushed, it was an incredibly moving moment. When the Army officer in attendance handed the medals to 81 year old Beverly Warren, Ned's great niece, I must admit to being emotional (tears welled up in my eyes). The subsequent playing of the Last Post by a young female sailor was also very moving.



I waited until the crowd had dispersed a little before going up and introducing myself to Beverly. She shook my hand firmly and was extremely grateful. I also met Beverly's daughter, who thanked me warmly and said it meant a great deal to the family that Ned's record was finally set straight. Later that day, after returning home, I noticed that the CWGC had published photos of the special

ceremony which had taken place in Ned's honour in the Cairo War Memorial Cemetery. Other family members had made the journey to Egypt to witness the unveiling of Ned's brand new headstone. The inscription on it, chosen by the family, couldn't have been more apt:

"I once was lost, but now am found."

Martin Elliget

Technology Helpdesk Analyst, Alphington

Mercy Place Ballarat

Those of us who live/work around the Community Office in Ballarat have been watching with interest the progress of a building which is taking shape on the block behind us, bounded by Corbett, King, Gent and Otway streets. The finished product is to look like this artist's impression – this view being of the main entrance in Corbett Street.

Mercy Place Ballarat, administered by Mercy Health, will be home to 112 residents who, unlike in traditional aged care facilities, will live across 14 homes each with 8 residents. Each home has 8 bedrooms which all have a private ensuite.

The kitchen, dining room and lounge are open-plan and there is direct access to a private courtyard or terrace. However, residents will not be seeing nurses' stations,

medication trolleys or long corridors. Nor will they hear call bells or intercom announcements. In short, Mercy Place is a far cry from a conventional nursing home.

Separate from the 14 houses is Mercy Place Square. This is a central meeting place much like the main street of a town. There, the residents will find a café, grocery store, chapel, town hall, consulting suites, a wellness centre and hairdresser. There are two activity rooms and two resident lounges as well as large terraces on the second and third floors.

Naturally there is a great deal of excitement about and interest in the new facility. Many of the sisters currently resident in our Emmaus Hostel and in our self-care units have opted to move to Mercy Place. This requires, as you can imagine, a great deal of preparation – sorting, packing, discarding ... as well as making the necessary psychological adjustments attendant on 'moving house'. Mercy Health plans to receive the first residents at the beginning of September, so there's a lot to be done in not so long a timeframe.

The move will also involve changes to staff. As the Emmaus hostel will effectively cease to operate, staff there will be experiencing some changes. Our HR Department have already visited and spoken to staff to ensure their entitlements will be adequately met. Support staff such as cleaners will also be affected and some minor adjustments will possibly need to be made among our administration staff to attend to the new situation. Thankfully these future developments are already being managed by HR.

Sr Berenice Kerr

Community Leader South B



Code of Conduct Review

The ILT has recently set up a group to review our Institute-wide Code of Conduct.

Our Code of Conduct is an important statement of who we are and how we behave, and we now have an opportunity to update our Code to include behaviours and commitments that apply equally to sisters and staff. A diverse group has been brought together to do this and it is co-sponsored by Nicki Patten (General Counsel) and Natalie Anderson (Human Resources).

The members of the group are -

- Mary Symonds (South A)
- Joan O'Toole (South C)
- Daphne McKeough (Central B)
- Ailsa Mackinnon (Central B)
- Anne McGuire (Central B)
- Eileen Ann Daffy (South C and Legal Counsel)
- John Rochester (Communications Manager)
- Margery Jackman (Professional Standards Officer)
- Denise Holden (Personal Carer, Rockhampton)
- Mark Thompson (Technology Support Analyst, North Community).

Bringing our Code of Conduct into line with best practice and the Royal Commission recommendations will also help us ensure that we create a safe environment for children and vulnerable people and safeguard their interests at all times.

The group will be reporting back to the ILT with recommendations in June. For further information, please contact:

- Natalie Anderson (natalie.anderson@ismapng.org.au)
- Nicki Patten (nicki.patten@ismapng.org.au).

Refugee Week

For Refugee Week (June 17-June 23), Jesuit Refugee Service is encouraging people to host a fundraising dinner using a recipe designed by a person seeking asylum. We are asking individuals, families, schools, parishes and community groups to join in - you can be a small group gathering around a dinner table at home or a whole congregation in a parish hall - no contribution is too small!

As you know, JRS has been supporting thousands of people seeking protection in the last three years with casework, legal advice, accommodation, financial assistance, foodbank, English classes and community support programs. Unfortunately, in that time the policies that affect the day-to-day lives of the people we serve have become more harsh and punitive.

In the coming months, government funded income support for up to 7000 people seeking asylum nationwide will be cut. Individuals affected by this change will only have 7-10 days to transition and find work.

We anticipate that the need for our assistance is going to increase rapidly over the coming months and we will certainly need your help to raise awareness and funds.

By hosting a dinner and encouraging each guest to contribute \$20 for their meal, you will be supporting JRS to work directly with individuals and families seeking asylum.

To register your dinner, call JRS on 02 9356 3888 or email joanna.brooke@jrs.org.au.

JRS will provide you with a resource pack, which includes a recipe, fact sheets about people seeking asylum, as well as information on how to collect donations.

To find out more on how to participate please use this link: <http://institute.mercy.org.au/wp-content/uploads/2018/05/Cook2Connect-Flyer.pdf>

Thank you for your support - let's connect and celebrate across Australia!

Sr Maryanne Loughry AM

McAuley Community Services for Women

*A message From McAuley Community Services for Women
CEO Jocelyn Bignold*

Recently the UK government surprised many by appointing a Minister for Loneliness. Some laughed, others were cynical, and many were simply bemused. There was bewilderment and some degree of denial that the issue could have grown to such a proportion and scepticism that the concept of 'loneliness' was something a government could, or should, tackle. And yet the idea that loneliness was something the community as a whole needs to address struck a chord with me. It is at the heart of our approach in working with women who have experienced family violence and homelessness.

In 2016-2017 186 women and 204 children needed our safe house and refuges, leaving behind homes, friends and families; schools and classmates, pets, toys, clothing and possessions. These are experiences that, in themselves, bring about an acute sense of aloneness, disconnection and disruption, as the words (below, right) of one woman who stayed in our 24/7 safe house show.

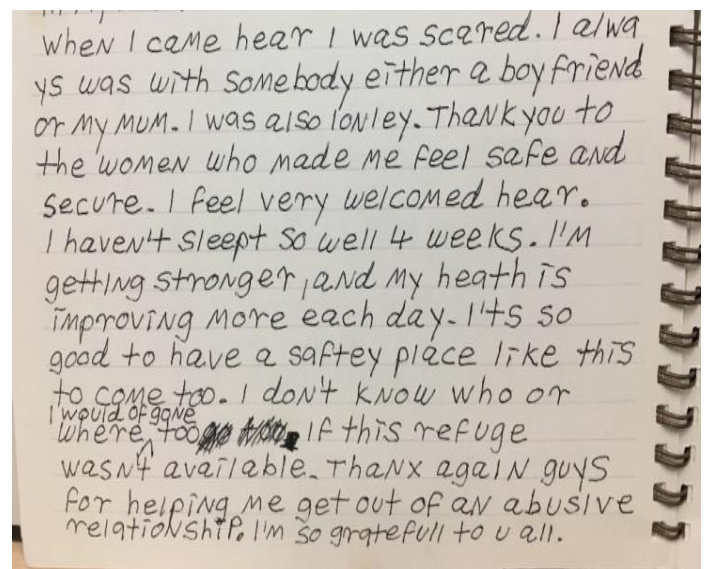
Fifty four women who have experienced homelessness stayed in McAuley House over the same period; for them, prolonged periods of rough sleeping, couch-surfing, and sometimes hospitals and psychiatric wards, have led to isolation and estrangement from friends and family.

For women who've known such physical and emotional trauma to recover, addressing their loneliness and disconnection from community is essential. New social connections and relationships need to be forged; old ones must be rebuilt. They need more than a temporary safe haven: being equipped with life skills, employment, housing and ongoing social networks will have lasting, powerful impacts on their self-esteem and wellbeing.

Offering a holistic, integrated approach to achieve these goals is one of our unique points of difference.

Our purpose built McAuley house is designed and envisaged as more than a shelter; it is also a community hub. Every day we see this in action: a woman who has been at her lowest ebb when she first sought help from our emergency family violence service continuing to regain health, skills, friendships and economic independence by connecting with McAuley house. She might drop in to a Monday morning legal clinic, offered by WEstjustice, and get advice on the tangle of legal problems that often trail along in the wake of family violence. She might take part in our welcoming, informal Wednesday community lunches and become involved with our skills for life program, learning to shop on a tight budget and the basics of healthy cooking, or take part in yoga sessions or wellbeing sessions provided by our volunteers. She may join our employment support program, McAuley works, getting personalised assistance and one on one coaching to join the workforce.

While we know intuitively and anecdotally that this approach works, we have embarked on work which will make it easier to provide evidence of its impact. We want to be able to demonstrate that it brings about lasting change: improved health and employment outcomes, stronger family relationships and ultimately better lives for their children. Meanwhile extra capacity, as the recommendations of the royal commission into family violence are implemented, is helping us improve our services to women and their children. We are now planning to expand our crisis family violence services and extend our support to children, much needed steps that we have long hoped but previously been unable to do.



Sister Profile: 'Under the Spotlight'



Name: Margaret Dixon

Current community: Northern Community.

Where were you born? I was born in Toowoomba Queensland in 1943.

What age did you begin your Novitiate and what do you remember most from this time?

7 of us (3 from Bundaberg and 4 from Mackay) began our Novitiate at St Anne's Rockhampton in 1962. I was 18. My memories are mainly of friendship and laughter, our eagerness to deepen our love of God and to serve others and the beautiful, gentle, God-loving Irish Mistress of Novices Mother M Patrick Gowan.

Why did you choose to become a religious Sister of Mercy?

I chose to become a Sister of Mercy because I was taught and inspired by the Sisters and I had a great desire to love God and to serve God in others.

Tell us one of your fondest childhood memories.

One of my fondest memories is growing up in the bush and enjoying all that it had to offer: animals and bird life, fishing, sunsets and all the beauty of the countryside.

Tell us about a ministry you have been involved with in the past or are currently involved with.

I have been involved in the ministry of teaching (primary) in Papua New Guinea (5 years) and in Australia for most

of my teaching life. However, in 1998 I joined the staff of The Cathedral College in Rockhampton as Campus Minister and have been here since then. These days I am at the College for three days a week as a member of staff assisting when and where I am able.

What are your hobbies and interests? I enjoy gardening, cooking (especially having friends over for a meal), walking, reading, a good movie and spending time with friends.

What is your personal philosophy or favourite saying? Live in the present.

If we could bottle your personality, what would the label read? Hospitable

If you could change one thing about the world today.....

My one change would be that all people would live in peace, have a safe home and that all would have a deep respect, acceptance and care of each other and of our world.

What is one thing you couldn't live without? My relationship with God as it gives meaning to my life and enriches my relationship with others and all of creation.

What are you most proud of?

I am most proud of laying the foundation of good liturgy at The Cathedral College as my main responsibility when I began in 1998 was the prayer and liturgy at the College.

What has been your favourite place you have travelled to and why? My favourite place is Ireland. There was a 'at homeness' when I was there and to live in the House of Mercy that Catherine built and to visit her grave was a special blessing.

What is your favourite film or book?

I have favourites at different times! At present it is "The Miracle of Mindfulness" by Thich Nhat Hanh.

What is your favourite Catherine McAuley quote?

Our hearts can always be in the same place, centred in God, for whom alone we go forward or stay back.

Staff Profile: 'Under the Spotlight'



Employee Name: Christie Tran

Position: Young Mercy Links Coordinator (Melbourne).

Location: Mercy Mission Action Spirituality Hub, North Carlton.

Length of Time in Role: Almost 3 months.

What does an ordinary day at work look like?

My office is beautiful, warm and peaceful, looking out at Nicholson St with trams going by. I organise meetings at schools and coordinate the young adult members of young mercy links in their actions; whether it be pampering the residents of a McAuley House women's shelter or getting ready for a march for justice for Refugees. Every day is different.

What do you most enjoy about the role?

The positivity, joy and inspiration I get from our young adult members and their determination to create a better world.

What has surprised you most about working with ISMAPNG?

The passion and professionalism of the sisters that I work with and the potential of my position within the institute.

How do you spend your spare time?

I've just restarted yoga, which helps me to feel strong and young. Also running about after my two children with my husband, Taylor.

What is your personal philosophy or favourite saying?

I've been learning a lot about integral semantics in recent years and it just makes so much sense to me and allows me to accept the world as it is while building my hope for a slowly progressing future world.

If we could bottle your personality, what would the label read?

An acquired taste. Sip slowly.

What was your first job?

I'm a country girl, so cutting burrs on the farm, then working at the local piggery, then waitressing.

What was an influence that shaped your life?

Never belonging 100% to any cultural milieu in which I found myself. It has given me the power of multiple perspectives and observation.

If you could wave a magic wand....

All parents would instantly give up excessive alcohol, smoking and being mean.

What is one thing you couldn't live without? Hope.

What are you most proud of? My children.

What has been your favourite place you have travelled to and why?

South East Asia- because witnessing that level of poverty taught me a few lessons.

If you were a super hero, who would you be?

Someone who could fly.

Favourite Movie?

One of my favourites is A Room with a View.

What is something that might surprise us about you?

I'm shy.

WHS Article: Ladders in the Workplace

Each year there are dozens of serious incidents reported in Australia where workers have fallen from ladders. Most of these incidents involve a ladder being used incorrectly or inappropriately.

Anyone using a ladder on our sites is at risk.

What can you do?

If a ladder is your only option, the following precautions can help you avoid injury. Only use ladders for simple access jobs, or for a short duration.

Whilst ladders may cause incidents, it is more suitable than trying to reach at height by standing on a chair, boxes or other means.

Choose the Right Ladder

- Choose the right ladder for the job. It should meet Australian standards and the load requirements of the job.
- An A-frame or extension ladder may be appropriate for most tasks, but a platform ladder could be safer.
- Inspect the ladder for damage before each use.

Start with a Firm Foundation

- Always set up the ladder on a flat, stable surface. Consider using ladder safety devices like leg levelers, anti-slip gutter guards and stabilisers.
- Always maintain three points of contact with the ladder. This means two hands and one foot, or two feet and one hand on the ladder at all times.
- A-frame ladders should only be used when locked in the fully-open position.
- Extension ladders should be angled at a ratio of 1:4. That is, position the base of the ladder 1 metre away from the structure for every 4 metres of height.

Climb with Care

- Never lean or reach away from the ladder while using it.
- Only take small items up or down a ladder – never large or heavy items such as building materials. Only carry items that allow you to maintain three points of contact.
- The combined weight of the person using the ladder and any items or tools should never exceed the working load limit on the ladder.
- If you're using an extension ladder, secure it at the top, bottom or both. If this isn't possible then have someone hold the ladder in place while in use.
- Do not climb or work past the second-last rung of a ladder, and never straddle the top of an A-frame ladder.
- When climbing down, remain facing the ladder and climb to the bottom rung before placing your feet on the ground
- Only use a ladder if you are physically capable of doing so.

Consider the Surroundings

- Do not block walkways and emergency exits
- Ensure colleagues are aware of ladder being used in their area
- If using outside, do not use ladders in windy or bad weather

And remember it's our duty of care to stop a potential incident occurring, even if a contractor is using a ladder on our site and using it incorrectly. We are responsible for their safety too.

Stay Safe.

Peter Byrne

WHS Advisor

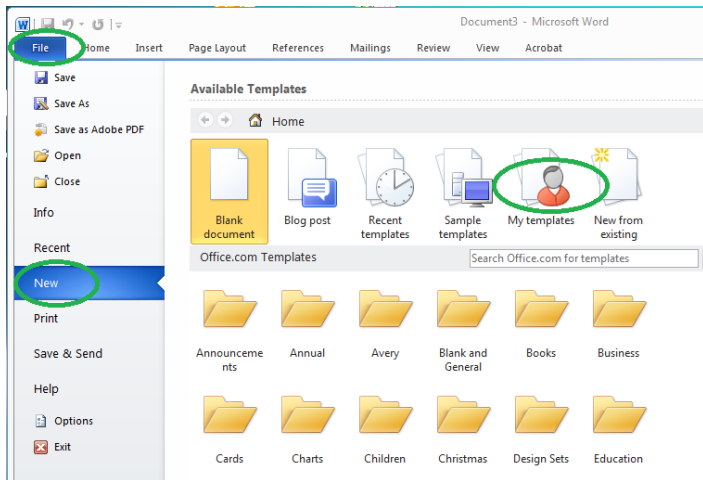


Tech Tips

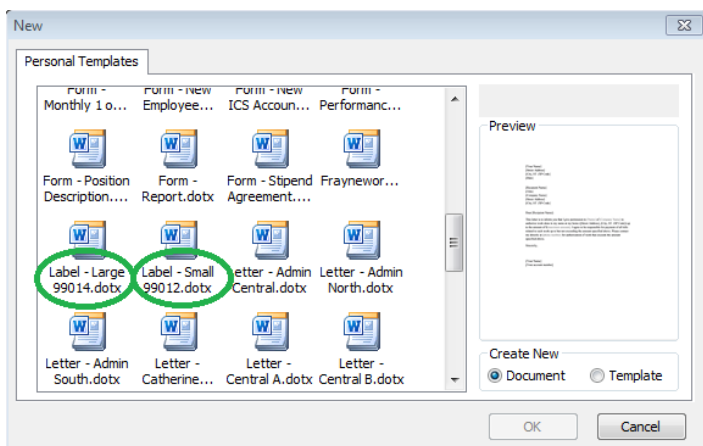


Did you know that within PowerPoint and Word inside the ICS there are many useful ISMAPNG customised templates?

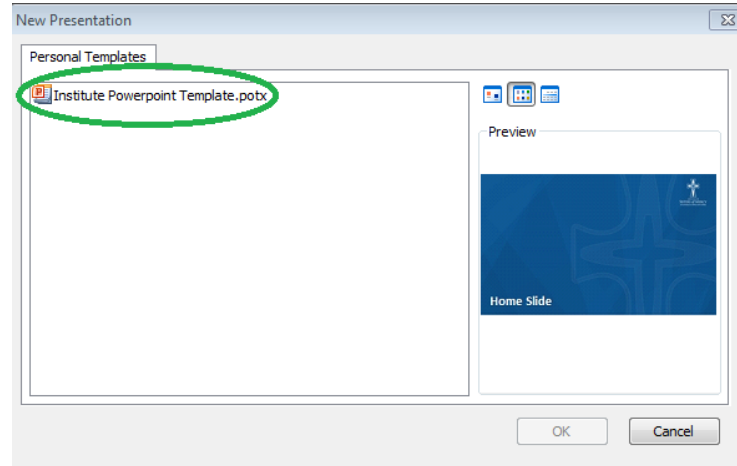
To get to these within PowerPoint or Word, click on File, then New and then my templates.



This is also the best way to start making small or large labels for your office's local Dymo label printer. The templates for these are highlighted here:



Within the PowerPoint templates there is also a new Institute template.



Technology

03 9490 6677

Committee Addressing Technology Solutions

Towards the end of last year, the former ILT approved the establishment of a committee to look at the present and future Information and Communication Technology needs.

The Committee is being chaired by Berenice Kerr (Community Leader, South B). Other members of the Committee are – Adele Howard (South C), Travis Whelan (Institute Technology Manager), David Penny (Director, Professional Services), John Rochester (Communications Manager), Deb Carter (Chief Executive Officer, Fraynetwork), Catherine Smith (Operations Manager) and Dimitri Mirvis (Chief Information Officer, Mercy Health).

The Committee is currently working through a process to develop a comprehensive Information and Communication Technology strategy.

To assist with the process, a consultant has been engaged to provide expert knowledge of information and communication technology solutions, as well as driving the strategy-development process.

The Committee looks forward to providing sisters and staff with updates as its work progresses.