

**From:** s 47 E(c)  
**Sent:** Wed, 8 Jul 2020 08:19:34 +1000  
**To:** s 47 E(c)  
**Cc:** s 47 E(c)  
**Subject:** RE: Apartment Block Lockdowns - VIC: Processes for Deliveries

Great stuff guys. Paul can you provide me an update for my 2:30

s 47 E(c)

Territory Manager  
Central Deliveries Vic Tas WA  
509 Williamstown Road Port Melbourne VIC 3207

T 03 s 47 E(c)

M s 47 E(c)

F 03 9206 4134

E s 47 E(c)

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**From:** s 47 E(c)  
**Sent:** Wednesday, 8 July 2020 8:18 AM  
**To:** s 47 E(c)  
**Cc:** s 47 E(c)  
**Subject:** RE: Apartment Block Lockdowns - VIC: Processes for Deliveries

H s 47 E(c)

s 47 has organised for the parcels to be brought down daily at about 9:30, we will hold of delivery until they arrive meaning that they will be delivered on day of receipt avoiding the need to FM or DD any articles for these addresses.

I will make contact with the relevant LPOs today to say that we will be more than likely picking up carded articles for the addresses and re-attempting delivery to ensure the articles aren't RTS by the LPOs.

Hopefully its only until the end of the week.

Regards

s 47 E(c)

Manager  
North Melbourne Delivery Centre.  
43 - 63 Laurens street NORTH MELBOURNE VIC 3051

T s 47 E(c)

M s 47 E(c)

E s 47 E(c)

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From: s 47 E(c)

Sent: Wednesday, 08 July, 2020 7:35 AM

To: s 47 E(c)

Cc: s 47 E(c)

Subject: RE: Apartment Block Lockdowns - VIC: Processes for Deliveries

Thanks, you will still need the FM scan daily just on the ones that don't already have it

s 47 E(c)

Territory Manager  
Central Deliveries Vic Tas WA  
509 Williamstown Road Port Melbourne VIC 3207

T 03 s 47 E(c)

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E s 47 E(c)

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From: s 47 E(c)

Sent: Wednesday, 8 July 2020 7:07 AM

To: s 47 E(c)

s 47 E(c)

Cc: s 47 E(c)

Subject: RE: Apartment Block Lockdowns - VIC: Processes for Deliveries

s 47 E(c)

The parcels will be transferred to North Melbourne DC each morning.

s 47 E(c)

Manager  
Port Melbourne Parcels  
509 Williamstown Road Port Melbourne VIC 3207

T s 47 E(c)

M s 47 E(c)

E s 47 E(c)

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From: s 47 E(c)

Sent: Tuesday, 07 July, 2020 3:17 PM

To: s 47 E(c)

Cc: s 47 E(c)

Subject: FW: Apartment Block Lockdowns - VIC: Processes for Deliveries

All

We can deliver to towers as instruction below. s 47 we need to put something in place to ensure delivery to these towers and minimise exposure as much as possible, there will also be a letter that the PDO will need to take. s 47 I will need you to arrange the parcel product to come up to Nth with s 47 or a van driver first thing in the morning so they can also be delivered. You will need to still scan daily as a FM and send up the following day, a transfer scan into Nth Melb DC where they will get a Delivery scan when handed over to the control tower

s 47 E(c)

Territory Manager  
Central Deliveries Vic Tas WA  
509 Williamstown Road Port Melbourne VIC 3207

T 03 s 47 E(c)

M s 47 E(c)

F 03 9206 4134

E s 47 E(c)

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From: s 47 E(c)

Sent: Tuesday, 7 July 2020 2:23 PM

To: s 47 E(c)

s 47 E(c)

Subject: Fwd: Apartment Block Lockdowns - VIC: Processes for Deliveries

Team,

We need to attempt delivery on this basis.

Can you communicate with DCs & PDCs.

We should attempt delivery tomorrow and if successful then clear anything they was pre carded at the Post Offices.

I am also working on getting something in writing so we can provide this to our people to assist in getting access to the command post at each building.

Let's discuss on the 2:30 call in the next few minutes.

s 47 E(c)

General Manager - VIC/TAS/WA  
Deliveries  
133 - 169 Fairbairn Road Sunshine West VIC 3020

T s 47 E(c)

M s 47 E(c)

E s 47 E(c)

Begin forwarded message:

**From:** s 47 E(c)  
**Date:** 7 July 2020 at 1:56:38 pm AEST  
**To:** s 47 E(c)  
**Cc:** s 47 E(c)  
s 47 E(c)  
s 47 E(c)  
s 47 E(c)  
**Subject: Re: Apartment Block Lockdowns - VIC: Processes for Deliveries**

That's a great piece of work s 47 They are in total disarray so to get that outcome is just great.

Thanks for staying on it.

s 47 Don't be surprised if this process isn't well understood if you attempt to deliver, so yell out if you have any issues.

s 47  
E(c)

s 47 E(c)

General Manager  
Group Security  
Level 18, 111 Bourke Street Melbourne VIC 3000

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E s 47 E(c)

On 7 Jul 2020, at 13:46, s 47 E(c) wrote:

Hi All,

Just had confirmation by the State Control Centre on the processes they have put in place for the locked down towers. The process is as follows:

- The SCC s 47 E(c) has coordinated all mail from the Flemington Post Office to be delivered to the Command Post Foyer at each tower.
- From their recipients will be contacted by VICPOL / DHHS etc and mail delivered to them from there.

- For mail / products coming from other areas they are all to go the the Command Post Foyer at each location.
  - VICPOL / DHHS will coordinate as required.
- Handover of mail / products will need to be confirmed and approved (if required) by AP as we will not be able to deliver direct to each recipient.

Hope that helps.

Any questions please just ask.

Regards

s 47 E(c)

s 47 E(c)

Senior Crisis and Security Risk Advisor  
Group Security  
Level 18, 111 Bourke St Melbourne VIC 3000

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E s 47 E(c)