



Requests of NACCHO

Due to the high demand of NACCHO to partner, participate or attend conferences, meetings, forums workshops, panels, committee's or reference groups, we ask that all requests of NACCHO undertake the following guidelines to assist us in considering your request.

- All requests received will be notified of receipt by email, fax or phone, and the date on which it will be processed.
- All requests are referred to our fortnightly Management team meeting for consideration. You will be notified of the outcome shortly thereafter.

NACCHO considers each application solely on capacity and our strategic plan as we work to improve the health of all Aboriginal People.

Please provide the following information in either a letter , email or fax:

- Some background information on your Organisation or group: who do you represent?
- What are the goals or aspirations for your organisation or group in relation to this request?
- At what level are you seeking personnel.eg. Policy Staff ,Middle or Senior Management?
- What level of commitment are you seeking in regards to:
 - Date of inaugural or next meeting
 - Regularity of meetings
 - Duration of meetings
 - Duration of project or committee life
- What financial contribution will/can be made to assist us in participating, e.g. flights accommodation?
- Nominated contact person.

We thank you for your assistance and welcome your invitation

Send to: NACCHO PO Box 5120 Braddon ACT 2612

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NACCHO