



**Australian
Nursing &
Midwifery
Federation**
VICTORIAN BRANCH

535 Elizabeth Street
Melbourne Victoria 3000
ABN 80 571 091 192
Box 12600 A'Beckett Street PO
Melbourne Victoria 8006
anmfvic.asn.au
t 03 9275 9333
f 03 9275 9344
e records@anmfvic.asn.au

ANMF (Vic Branch) Workplace Representative Expenses Policy – Annual Delegates Conference

Meal entitlements:

ANMF (Vic Branch) provides breakfast, morning/afternoon tea and lunch during the conference and the opportunity to attend an official conference dinner on Day 1 (Thursday night) of the conference.

- All delegates are responsible for indicating a desire to attend the conference dinner and must re-confirm attendance ahead of the conference, when prompted, to secure their place at the conference dinner.
- A dinner subsidy will not be provided to Delegates who choose not to attend the conference dinner
- All delegates attending the conference dinner are additionally responsible for ensuring they present themselves to official conference staff to confirm they are in attendance, following on from day 1 post-conference drinks.
- In the event delegates fail to change or cancel dinner requirements within seven working days of the conference – by contacting our events team on 9275 9333 or directly via events@anmfvic.asn.au – the Branch will have to pay these expenses. The delegate will be invoiced with these expenses accordingly, unless there are extraordinary or exceptional circumstances preventing the delegate's attendance.