



INVITATION

ABORIGINAL EMPLOYMENT AND SMALL BUSINESS DEVELOPMENT WORKSHOP

Coal and Allied (CNA) invites all interested members of Upper Hunter Aboriginal communities to participate in an Aboriginal **Employment and Small Business Development workshop** at the John Hunter Motel, New England Highway Muswellbrook on **Tuesday, May 15th from 9:30am-3:30pm.**

Overview of the day:

Morning

Short presentations from CNA and Rio Tinto representatives including Human Resources, Novaskill and contract labour providers. Each presentation will be followed by a short Q & A session. Time permitting we will also have large group presentations by Aboriginal business development organisations listed below.

Lunch - opportunity to meet and talk informally with relevant people including CNA Aboriginal employees.

Afternoon - we will run a series of information and discussion sessions for participants to talk directly to representatives of:

- HR/People and Organisational Support
- Rio Tinto Procurement (one on one 15 min sessions)
- Labour suppliers
- Dept of Employment, Education and Workplace Relations
- Aboriginal business services (Many Rivers Microfinance and Mandurah Hunter Indigenous Business Chamber)
- Ungooroo Aboriginal Corporation
- Upper Hunter Skills Development Centre

Sessions will be repeated so that participants will be able to attend different sessions and ask questions of the people or services that are relevant to their needs or interests.

For catering purposes, please RSVP to cnacommunityrelation@riotinto.com or phone 6575 5800 by Thursday May 10.

Attached is a Business Profile Performa for relevant businesses/organisations to complete prior to the workshop. This will be used by Procurement to prepare for one on one session's with relevant businesses. Please return your completed form to becky.lockyer@riotinto.com or fax to 02 6570 3601 or drop in to one of our shopfronts at 127 John St Singleton or 19 Bridge St Muswellbrook.

If you have any queries please contact Becky Lockyer on 6575 5921 or Cate Sims on 6575 5906.