

## **INFORMATION CIRCULAR**

## TEMPORARY CHANGES TO OPERATING HOURS OF PERSONNEL LICENSING OFFICE

Please be informed the Personnel Licensing Office will close early on the following dates due to office event and eve of public holidays. The operating hours for these dates are:

19 December 2014	8:30am to 3:00pm
24 December 2014	8:30am to 12:00pm
31 December 2014	8:30am to 12:00pm
18 February 2015	8:30am to 12:00pm

Please also note that the office is closed for lunch during 1:00pm to 2:00pm and closed on Saturdays, Sundays and Public Holidays.