

Newsletter

- March 2020

Welcome to the March Newsletter.

If anybody has an email address that has not been supplied could you please let the office know. If you have supplied your email address and you would like a copy of the newsletter emailed let us know and we will add you to the list.

If anyone has anything they would like to see included please email: emmap@busbiz.net.au.

Covid-19:

It is very important that if you are feeling unwell you should not report to work but call your manager.

For our bus drivers;

- It has been advised that you should have your vehicle air conditioning set to fresh air not recirculated air
- Advise passengers that they should keep 1.5 meters apart if seating allows
- Keep flyers visible and if required request new copies if these need to be replaced

The most important thing you can do is to **continue practising good hygiene** as the best way to prevent the virus by:

- Washing your hands frequently and thoroughly with soap and water – for at least 20 seconds, before and after eating, and after going to the toilet.
- Using alcohol based, hand sanitiser if hand washing facilities are not available
- Covering your mouth and nose while coughing or sneezing and dispose of tissues
- Avoid touching your face unless your hands are clean
- In the event of a passenger spreading droplets (from sneezing, coughing, vomiting), clean surfaces with an appropriate alcohol based disinfectant wipes so the potential spread of infection can be minimised. Use personal protective equipment to protect yourself.

The following products are now being used to ensure a safe working environment:

1. **Lemon Bleach**
2. **Odour Eliminator with Silver Biocide**

For more information on these products please call your direct manager.

Using your phone whilst driving incurs the following fines in their respective states:



VIC: \$484 & 4 Demerit Points
NSW: \$448 & 5 Demerit Points
SA: \$334 & 3 Demerit Points

Violations of our Technology Policy will be subject to discipline, up to and including termination of employment.



We have moved into our depot in Ballarat! We would like to thank everyone for their effort in making this expansion run smoothly.

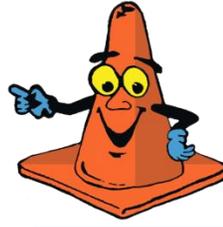


Above: Phil and Colleen Caccaviello with their new school bus. The Cacca's live and work in Tooleybuc, NSW. This bus replaces their 1997 Mercedes Benz. Phil has been a part of the BusBiz family for 7 years and has branched out in the last few years and taken on learning V/Line services, in particular Emergency Train Replacement Services. Colleen joined our family as a driver in late 2018 and jumps into a bus at every opportunity.

For any queries with your payslip please contact your direct manager.

A few safety reminders:

- Fluro vests are to be worn at all times when in the yard.
 - Uniforms are compulsory.
 - Speed limits are in place in our depots for the safety of everyone.
- Please ensure these are adhered to.



Just a reminder that you cannot respond to any texts sent from "BUSBIZ". If you have a response please forward this to your direct manager.

We continue to be overwhelmed with the number of compliments received for our drivers, we would like to congratulate the following drivers on a job well done.

Congratulations to **Peter** in our Renmark Depot, after completing a charter for the CFA Simon received a call full of praise for all the effort and the can do attitude of Peter.

A huge Thank You and Congratulations to **Murray** in our Donald Depot, we received a lovely letter from a family who had 5 children all travel on our school buses throughout the years, they thanked Murray for his bright and cheerful greeting each morning and the personal/professional way he engages with everyone.

The management team and the staff in Ballarat would like to thank **Ross** from the Ballarat depot for coming up with an innovative solution to keeping our electric gate open.

On behalf of our management team, in particular, Michael our NSW state manager, we would like to pass on our Thanks to the **Trainlink Team in Dubbo, Wagga and Tamworth**. Also a special mention to the **VIC drivers** that came to assist also.

With the conditions and daily uncertainty associated with the Bushfires and then Floods, these staff overcame the challenges put before them and continued to do their services with a high level of professionalism.

Truly a team effort on behalf of all.

Congratulations to **Brian** from our Loxton team for completing his certificate in Infection Control Training Covid-19. Your initiative is appreciated.

Staff Profile

Jenny

In March this year we welcomed Jenny into a Human Resources role in the Swan Hill Head Office. A little get to know her is below:

How long have you been employed with BusBiz/tell us a little about what you do?

Its been less than one month but I am amazed at how much I feel part of the family already. Everyone is so friendly & welcoming.

My role is focused on HR and I work actively with employesure, a HR Management company, to make sure we are delivering appropriate compliance, advice, representation and protection for both the company and all our employees.

What did you do before your time with BusBiz?

Most of my career has been in IT advising Government on software and consulting services. I spent many years with IBM and more recently represented Microsoft into the WA Government, my most successful project being the closing of a \$44M contract. I have recently returned to my hometown of Balranald, from Perth & Los Angeles, and am thoroughly enjoying being back in the country and being with open and honest country folk. It did take a little while for me to slow down and enjoy a social conversation with clients, but I am loving it now.

If you could invite 3 people to dinner, living or dead, who would they be?

That is a hard question as there are so many people I would love the opportunity to speak with again or get to know for the first time.

Sigmund Freud, Carl Jung and Jose Silva, all three influenced my life from an early age. As an avid reader I embraced their philosophies on people, life and living.

Do you have any hobbies?

I love to travel, read and enjoy the great outdoors, especially star gazing and kayaking. Other than these things my daughter is always my priority in life and I visit her in the USA where she is at college, as often as I can.