**Restructure Indicative Timeline**

|  |  |
| --- | --- |
| **Week Ended** | **Process Step** |
| 1 | Update Briefing |
| 2 | Restructure Briefing:   * Number of roles * Job Description Documents * Voluntary Redundancy * Redeployment * Job Selection * Expressions of Interest (EOI) * Next Steps and Key Dates * Information Kits to employees (including Job Descriptions and indicative quotes) * Job Selection process information * Q&A |
| 3 | Expressions of Interest for Voluntary Redundancy close off |
| 4 | Preliminary discussions employees with EOIs, as required, further discussion at selection interview |
| 5 | Job Selection preparation  Employees to submit applications |
| 6 | Review of applications  Selection assessment interviews booked in |
| 7 | Selection interviews undertaken  Recommendations made for sign off  Sign off received |
| 8 | Employees advised of outcomes (1-1, keep confidential until all advised, allow to bring support person into discussion)  Communication of new structure to the team and broader company |
| 9 | Employees being retrenched leave (or continue to work out notice, if required) |
| 10 | New structure takes effect |