

**REQUEST FOR INDUSTRIAL RELATIONS GUEST SPEAKER**

If you would like to arrange for an industrial relations guest speaker to visit your school can you please complete the form below and fax to –

**Michael Warrener**  
**School Talk Coordinator**  
**IREC**  
**FAX: 07 3872 0519**  
**Ph: 07 3872 0602**

Contact will be made with the teacher on receipt of this form.

**PLEASE NOTE:** Requests for speaker visits should be made 4 weeks in advance.

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**DATE OF TALK/S:**

(please list all possible dates for talk)

(please specify if there is more than 1 session to be arranged & relevant times for each session)

**TIME:**

(e.g. 10am – 11am)

**NAME OF SCHOOL/TAFE:**

**SCHOOL ADDRESS DETAILS:**

**NUMBER OF STUDENTS IN CLASS & YEAR LEVEL:**

**SUBJECT BEING STUDIED:**

(Please include details such as whether the students are studying IR as part of a specific subject, e.g. Legal Studies, or is this to be a general information session for all students and does not particularly relate to their studies. If students are being set an assignment relating to the topics, a copy of the assignment should be faxed/emailed through as well.)

**TOPICS REQUESTED:**

**WOULD YOU LIKE SOME BROCHURES MAILED OUT:**

**IF YES PLEASE STATE YOUR POSTAL ADDRESS:**

**CONTACT:**

**Ph:**

**Fax:**

**Email:**

*The Industrial Relations Education Committee, Department of Justice and Attorney-General is collecting your personal information to arrange a guest speaker for your organisation on industrial relations topics. This information is usually provided to other government agencies, employer associations, unions of employees and industrial relations practitioners, to identify suitable speakers.*

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**IREC Secretariat, Wageline**  
**Department of Justice and Attorney-General**  
**Level 4, Centro Shopping Centre, 543 Lutwyche Road, LUTWYCHE**  
**(PO Box 820, LUTWYCHE Q 4030)**  
**INTERNET ADDRESS: [www.deir.qld.gov.au/industrial/training/education/schools](http://www.deir.qld.gov.au/industrial/training/education/schools)**  
**TELEPHONE: (07) 3872 0516 FAX: (07) 3872 0519**