

Friday, 28 June 2019

Simon Gibson  
97/4 Gillespie Avenue  
ALEXANDRIA, NSW, 2015  
**Delivered By Hand**

Dear Simon,

### **Invitation to Restructuring Meeting**

As you are aware, the Australian Automotive Group (AAG) have been reviewing its operational systems and processes on an ongoing basis. This has included the operational structure of our Eastern Hub's administration department located at City Ford Alexandria.

Recent reviews of the department have identified a number of key areas where we believe tasks and functions can be restructured and streamlined in a more cost effective way. One of which, is the way we manage and process our administrative duties.

We have identified a number of key areas where we feel the tasks that you undertake can be consolidated into other areas and as such, we are exploring the following options including:

- Making your position Redundant
- Exploring job sharing arrangements
- Reducing the hours of your role
- Reducing the wage of your role

Prior to any decision being made, we invite you to attend a formal meeting with our Financial Controller, Mr Omar Mokahal and myself, to discuss these matters further. This will give you the opportunity to discuss other matters you feel relevant and alternatives we may not have thought of, including opportunities for re-deployment within the business.

This meeting is to be conducted at our City Ford head office in Alexandria on Tuesday, 2 July at 2.00pm.

If you have any enquiries in relation to this matter, please contact myself on 02 9332 8167.

Yours sincerely



David Berlusconi  
Human Resources Manager