

David Berlusconi

From: David Berlusconi
Sent: Wednesday, 30 January 2019 9:18 AM
To: 'Katie Hasna'
Cc: Jarrad Czapla; Matthew Davis
Subject: RE: Maternity leave extension

Hi Katie,

I had a chat to Lena and we both agree there is no need to submit any new forms. This email will suffice.

I will get Lena to change your return date to 4th September 2019.

Stay well and see you when you get back.

Regards.

David Berlusconi
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From: Katie Hasna [mailto:kmccconnell01@hotmail.com]
Sent: Friday, 25 January 2019 4:19 PM
To: David Berlusconi
Subject: Re: Maternity leave extension

Hi David

Yes that's correct, taking it to 12 months would be the 4/09/19. 6 months from when I was initially due back.

Please advise what else is required and what Lena has advised.

Thanks,
Katie

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From: David Berlusconi <dberlusconi@aag.com.au>
Sent: Friday, January 25, 2019 11:56 am
To: Katie Hasna
Subject: RE: Maternity leave extension

Hi Kate,

So your day due back is 4/3/19. You are correct and we can extend by 1 more period. Which date were you requesting to come back?

Regards.

David Berlusconi
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From: Katie Hasna [<mailto:kmccconnell01@hotmail.com>]
Sent: Thursday, 24 January 2019 4:23 PM
To: HR
Cc: David Berlusconi
Subject: Maternity leave extension

Hi David,

As per our telephone discussion I would like to extend my current 6 months maternity leave to 12 months.

Please advise what else is required to arrange this.

Could you please also speak to Lena from payroll and enquire in regards to the annual leave I have accrued, if this can be taken out of the extension and paid out?

Thank you,
Katie Hasna

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