

Duncan Ferrier

From: Joanne Ballantyne (CPL) [Joanne.Ballantyne@press.co.nz]
Sent: Friday, 27 January 2012 5:03 p.m.
To: Sarah Hard (Fairfax)
Cc: Andrew Boyle (CPL)
Subject: Message from Andrew Boyle 6 September 2010

From: Joanne Ballantyne (CPL)
Sent: Friday, 25 November 2011 5:31 p.m.
To: Andrew Boyle (CPL)
Subject: Emailing: News - View Article



The Christchurch Press - News

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MESSAGE FROM ANDREW BOYLE TO STAFF

06-Sep-2010

Message dated 6 September from Andrew Boyle

Dear colleagues

I would like to pass on my thanks to everyone who have been able to make it in to work today, and also to those of you who have worked so hard over the weekend.

The next few days will continue to be unsettling as the extent of the damage is assessed across our city and region. Our call centres have fielded large numbers of calls from the public, and our advertisers and the public expect us to continue publishing, however I want to reiterate, as I did last night in my message to staff on our website, that family and home duties comes first. If you feel you need to go home to attend to family or issues at home then I urge you to do so. Or likewise if you are feeling in any way unsafe.

I am conscious that a number of our colleagues have been badly affected by the earthquake and it may take some time

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until they are back at work. We will be checking in with them to ascertain whether there is anything we can do to help but this may add additional short-term strain for some of you.

I am also aware a number of you have been working very long hours since the earthquake struck on Saturday morning and I encourage you to take a break and get some rest, especially if you are driving in the course of your work. Your department heads have been asked by me to ensure you are all safe to work.

At this stage we understand the CBD cordon will continue to be in place until further notice. We will continue to provide updates as further information comes to hand but at this stage access to our building will remain via the Armagh/Manchester St corner. Please let your department head or me know if there is anything that you need.

I would also like to reiterate that we have had a number of inspections of our buildings by structural engineers both yesterday and today and we have been given the all-clear to operate safely from here. Equally I am conscious that there has been an after-shock in the last hour and if you are wishing to leave, please contact your department manager and let them know.

Finally, in opening my copy of The Press this morning I was struck by how incredibly well our team has pulled together after such a major event. Today's paper was the result of that exceptional effort. The way we broke and built the story online and the journalism we provided the Sunday newspapers was equally exceptional.

You should all be immensely proud of the work you are undertaking in trying circumstances and I thank you for your efforts.

Regards

Andrew

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From: Joanne Ballantyne (CPL) [Joanne.Ballantyne@press.co.nz]
Sent: Friday, 27 January 2012 5:05 p.m.
To: Sarah Hard (Fairfax)
Cc: Andrew Boyle (CPL)
Subject: EAP Services Update 17 September 2010

From: Joanne Ballantyne (CPL)
Sent: Friday, 25 November 2011 5:35 p.m.
To: Andrew Boyle (CPL)
Subject: Emailing: News - View Article



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EAP SERVICES - UPDATE FROM JOANNE BALLANTYNE

17-Sep-2010

I am aware that many of you have been under immense pressure in the past couple of weeks , not only coping with the aftermath of the earthquake, but also with disruption to your normal working lives.....

I am aware that many of you have been under immense pressure in the past couple of weeks , not only coping with the aftermath of the earthquake, but also with disruption to your normal working lives.

For some of us life is gradually getting back to normal and moving back into The Press Building will hopefully assist.

Some of you have however been forced out of your homes and are still dealing with upset, stressed family and friends.

While you may not have felt the need to make a one on one appointment with an EAP counsellor, you may still have some questions that a counsellor could assist in answering; for example, "how do I assist my elderly parents to cope with the aftershocks?", or "is what I am feeling normal?"

For that reason we have organised for Bev Mason a counsellor from EAP

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Services to be in The Press Building on Monday from 1pm until 5pm to provide support to Press and Fairfax staff. Bev can provide advice on Managing Trauma, Identifying and Minimising the Effects of Stress, and Helping Children Cope.

Bev will visit each department and will be based in the 3rd floor office (old HR office) to the left of the lifts for one-on-one or small group meetings. Please let me know if you would like to book a time.

As a reminder, you can make an appointment to speak confidentially to a counsellor at any time on 0800 327 669.

If there is any other service that you think you or your workmates would benefit from as we return to normal, please let me know.

Regards Joanne

</thepress/news/ThePressNews/655005572/Article.aspx>

Joanne Ballantyne
 Human Resources Manager
 P: (03) 943 2615 ■ F (03) 364 8496 ■ M (027)289 9825
 ■ E:joanne.ballantyne@press.co.nz

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17/9/10

It is time to move back to The Press building!

Despite being over 100 years old I am pleased to report that The Press building came through the 7.1 earthquake of 4 September with minor damage only.

As a precaution, I decided last Wednesday to evacuate the building. Despite the 5.1 aftershock and several hundred subsequent smaller aftershocks there has been no further damage to the building.

The building has now been declared safe by structural engineers from Ganellen and by independent consulting engineering firm Lewis Bradford. Please see attached letter from Ashley Wilson of Lewis Bradford.

As previously reported the damage sustained by the initial earthquake was limited to the outer wall that borders the payroll and Avenues offices the third floor and the business writers section on the second floor, and the turret. As well there was some superficial cracking of plasterwork.

The turret has now been repaired and the outer wall will be repaired over the next three weeks. To enable this to happen, these areas will be no-go zones clearly marked as such. Further disruption to staff in the surrounding areas as repairs are carried out will be kept to an absolute minimum.

So after spending nearly two weeks working out of three different buildings, your homes, cars and city cafes it is time to get the team back together in The Square.

The plan is to move the majority of our computers over the weekend so that we can be up and running without disruption on Monday morning.

Commencing this afternoon, finance and the management team will move back to the third floor. The Goclassifieds team and hub subs will work from Logistics Drive for their Sunday shift and our payroll team will remain at Logistics Drive for the early part of next week to ensure that we all get paid. By Monday afternoon we will be operating out of the Press building once again.

Your manager will go through the details of your department's shift with you. Please advise your manager if you have any concerns about this plan.

Once again I wish to convey my personal thanks to all of you for putting up with such a major disruption, and for doing so without grumbling. It has not been easy working in what has been less than ideal conditions and I know I am looking forward to getting back to my familiar desk and chair.

I promise you that next time we move, it will be in an orderly manner into purpose built surroundings. Roll on the completion of our new building!

Regards Andrew

Duncan Ferrier

From: Joanne Ballantyne (CPL) [Joanne.Ballantyne@press.co.nz]
Sent: Friday, 27 January 2012 5:07 p.m.
To: Sarah Hard (Fairfax)
Cc: Andrew Boyle (CPL)
Subject: FW: Aftershock Note from Andrew 19 October 2010

From: Joanne Ballantyne (CPL)
Sent: Friday, 25 November 2011 5:01 p.m.
To: Andrew Boyle (CPL)
Subject: FW: Aftershock

From: Andrew Boyle (CPL)
Sent: Tuesday, 19 October 2010 2:07 p.m.
To: * CPL - All Staff
Subject: FW: Aftershock

Dear colleagues,

Further to this note from Karen, I can now confirm that the Ganellen team have been through to recheck the building. It has been cleared as safe and operable.

It would be worthwhile explaining how they have arrived at that view. Each time there is a significant aftershock, in addition to a visual inspection, the existing cracks in the building are measured and compared to see whether there has been any movement. This is either undertaken physically (detecting any change in tape-joints or markings) or via photographs where locations are more difficult to access (such as the south wall). That process has again been followed in the last two hours which is how they have arrived at their definitive "all-clear" conclusion.

I absolutely appreciate that for many of you this morning's aftershock was scary to say the least. Please contact me or your immediate manager if you need any assistance or you need to provide it to your families.

Thanks for your ongoing patience as we operate in this unsettling environment.

Regards
Andrew

From: Karen Slee (CPL)
Sent: Tuesday, 19 October 2010 11:57 a.m.
To: * CPL - All Staff
Subject: Aftershock

Hello All,

Since the recent aftershock, the building has been checked and there is no obvious damage to The Press building. If you have any concerns, please check with your manager or contact me.

Regards Karen

Karen Slee

Staff Development Manager

The Press

P: (03) 943 2859 ■ F (03) 364 8487 ■ E:karen.slee@press.co.nz

■ Cathedral Square, Private Bag 4722 Christchurch, New Zealand

Duncan Ferrier

From: Joanne Ballantyne (CPL) [Joanne.Ballantyne@press.co.nz]
Sent: Friday, 27 January 2012 5:06 p.m.
To: Sarah Hard (Fairfax)
Cc: Andrew Boyle (CPL)
Subject: FW: Emailing: News - View Article

From: Joanne Ballantyne (CPL)
Sent: Friday, 25 November 2011 5:13 p.m.
To: Andrew Boyle (CPL)
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WHAT TO DO IN THE EVENT OF AN EARTHQUAKE / AFTERSHOCK

19-Oct-2010

Following another rather large aftershock this morning, it is timely to remind everyone that Civil Defence's advice in the event of earthquake is still drop, take cover and hold on...

Following another rather large aftershock this morning, it is timely to remind everyone that Civil Defence's advice in the event of earthquake is still **drop, take cover and hold on.**

Specifically:

- Remain on the floor.
- Move away from the windows, bookshelves and any equipment that may fall.
- Take immediate shelter under solid furniture such as tables or desks, or against an interior wall.
- Try to keep calm and assist those who might panic.
- If an evacuation order is given, follow the fire evacuation procedure and the instructions of your Floor Wardens.
- Do not use the lifts.
- Stay inside the building until outside hazards such as exposed live cables and falling debris are assessed.

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