



**Agenda**  
**Central Committee Meeting #1 Semester 2 – Wednesday, 27<sup>th</sup> July 2022**

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Time : 17:00

Venue : PAR-OLD Arts-129 (Theatre B) & Zoom

**1. Procedural Matters**

- 1.1. Acknowledgement of Indigenous Owners
- 1.2. Official Welcome
- 1.3. Attendance
- 1.4. Apologies
- 1.5. Adoption of Agenda

**2. Matters Arising from Previous Minutes**

**3. Confirmation of Previous Minutes**

- 3.1. eCCM #3

**4. Proposals**

- 4.1. Food Adventure Proposal
- 4.2. Committee Member Appreciation Dinner Proposal
- 4.3. Heads of Clubs Proposal

**5. Reports**

- 5.1. ISA July 2022 Intake Report
- 5.2. Committee Trip Report

**6. Other Business**

**7. Next Meeting**



**Unconfirmed Minutes**  
**Emergency Central Committee Meeting #3 – Friday, 8th July 2022**

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Time : 16:30

Venue : Zoom

**1. Procedural Matters**

**1.1. Acknowledgement of Indigenous Owners**

**1.2. Official Welcome**

**1.3. Attendance and apologies**

- Attendance – 17 + 17 members of committee 2022/2023

Motion 1

Move that **Standing Orders** be adopted for **eCCM #3** at **4:49 PM**

Mover : Billy KWONG

Seconded : Michelle CHENG

**Motion Carried.**

**1.5. Adoption of Agenda**

Motion 2

Move that the **Agenda for eCCM #3** be adopted at **4: 50 PM**

Mover : Jocelyn WONG

Seconded : Feline FENEZIA

**Motion Carried**

**2. Matters Arising from Previous Minutes**

### 3. Confirmation of Previous Minutes

#### Motion 3

Move that the **minutes of CCM #5 be accepted and confirmed as a true and accurate record.**

Mover : Hermione TO

Seconders : Emma YAN

**Motion Carried.**

#### Motion 4

Move that the **Human Resources Department Merchandise Purchase Proposal** be accepted.

Mover : Chaital VASTA

Seconders : Christopher PRAWIRA

**Motion Carried.**

#### Motion 5

Move that the **ISA Appreciation Night and Winning House Dinner (July & September 2021 Intake) Proposal** be accepted.

Mover : Hans TSAI

Seconders : Aaron JOHANNES

**Motion Carried.**

#### Motion 6

Move that the **Winterfest 2022: Haunted House and Hangout Proposal** be accepted.

Mover : Spencer LE

Seconders : Elsa DAI

**Motion Carried.**



#### 4. Other matters

##### Motion 9

Move that **Standing Orders** be suspended at **5:07 PM**

Mover : Hermione TO

Secunder : Teresa Tamika TJAHIADI

**Motion Carried.**

##### Motion 10

Move that **eCCM #3** be adjourned at **5:07 PM**

Mover : Spencer LE

Secunder : Christopher PRAWIRA

**Prepared by,**

**Chaital Vasta  
Secretary 2021/2022  
UMSU International**

## **Food Adventure Proposal**

Central Committee Meeting #1 – Wednesday, 27<sup>th</sup> July 2022

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### **1. Introduction**

Food Adventure is an opportunity for students to explore the food culture in Melbourne, while at the same time allowing them to socialize and make new friends. Students will go to different restaurants with diverse cuisines to experience Melbourne's wide range of food.

### **2. Objectives**

This event aims to:

- Provide the opportunity for new students to get to know each other
- Allow students to experience the diverse food culture in Melbourne
- Promote UMSU International by providing participants with information about our services during the event

### **3. Event Details**

Date	: Thursday, 18 <sup>th</sup> August 2022 [(11am - 4pm Melbourne time)]
Venue	: South Melbourne Market, South Yarra, Fitzroy
Number of Attendees	: 150 students
Coordinators	: Jodis TJUNTORO Stephanie Daniella HARTONO
Manpower	: 10 Committee Members & 20 ISAs (including coordinators which consists of 2 Committee Members)
Budget	: \$6840

### **4. Event Overview**

The students will be divided into 12 groups where each group will visit 4 restaurants at either South Melbourne Market, Fitzroy or South Yarra.

**Potential Restaurants:**

<b>South Melbourne Market</b>	<b>South Yarra (Vegan)</b>	<b>Fitzroy</b>
Ayam Penyet Ria (Indonesian)	Fuumi Fuumi (Japanese)	Sí Señorita (Mexican)
Bibelot (Desserts)	Thirty Eight Chairs (Italian)	Just HSP's (Middle Eastern)
Thai 29 Restaurant (South Melbourne)	Kung Fu Burger (Asian-fusion)	Lune (Croissant)
Rosa Mexicano South Melbourne (Mexican)	Lukumades (Desserts)	Belles Hot Chicken Fitzroy

**5. Event Timeline**

<b>Wk #</b>	<b>Date</b>	<b>Activity</b>	<b>Descriptions</b>	<b>PIC</b>
<b>Pre-event Preparations</b>				
	22/7/2022	Research of Restaurants	Finding a list of potential restaurants along each of the routes.	Jodis & Stephanie
	5/8/2022	Restaurant Contact & Visit	Initiating contact with the restaurants that made it through a finalized version of the list and gather the necessary information/documents (COVID-19 Safe Plan & insurance policy)	Jodis & Stephanie
	1/8/2022	Marketing (Publicity)	Coordinating the design of the post/poster	Jodis & Stephanie
	1/8/2022	Ticketing	Coordinate with M&C for the ticketing system	Jodis & Stephanie
	3/8/2022	ISA Signups	Coordinating with HR department to set up ISA volunteer document	Jodis & Stephanie
	3/8/2022	Allocation of Groups and ISAs	Allocating the OB & ISA volunteers to each of the groups	Jodis, Stephanie & ISAs
	9/8/2022	Marketing & Ticketing	Coordinate with M&C to post the event on social media and registrations will open through the ticketing system	Jodis & Stephanie

	17/8/2022	Briefing Day for ISAs and OBs	Brief both the ISAs and OBs on how the event on the day itself will flow, which restaurants they will go to and talk about their roles.	Jodis & Stephanie
<b>Event Day</b>				
	19/8/2022	Briefing	First half of the briefing will be to inform the OBs/ISAs who volunteered to help out. The last half will be to brief the participants on the agenda for the day.	Jodis & Stephanie
	19/8/2022	Event	The event will take place from 11:00 AM - 4:00 PM	Jodis, Stephanie, ISAs & OBs
<b>Post Event</b>				
	19/8/2022	Feedback Survey	Team guides will tell their groups to fill out a quick feedback survey once the event ends.	ISAs/OBs

### **Pre-event**

- Research and select 4 restaurants per route (South Melbourne Market, South Yarra, Fitzroy).
- Contact each of the restaurants and decide on a menu. Then, retrieve the restaurant's COVID-19 safe plan and insurance policy.
- Coordinate the design of marketing material with UMSU Design Department and ticketing system with C&E.
- The ticketing system will have a deposit system (\$5 deposit) that will be refunded to the participants that show up.
- Work with the HR department to get 20 ISAs to help guide the groups.
- Prior to the day of the event, event coordinators will brief the OBs and ISAs about their duties.

### **Event Day**

- OBs and ISAs are to meet at the meeting point by 11 am to undergo the final briefing. OBs should take attendance of the ISAs.
- Participants are to gather at the meeting point starting from 11:15 AM. Event coordinators will brief participants. ISAs are to take attendance of their group members.
- By 11:30, all groups should be on their way to their respective restaurants assigned.

### Event Flow

<b>Time</b>	<b>Activity</b>	<b>Details</b>	<b>PIC</b>
11 am - 11:15 am	Meeting and Briefing Time for ISAs and OBs	Final briefing for both ISAs and OBs (Meeting Point: TBA)	Stephanie, Jodis
11:15 am - 11:30 am	Meeting and Briefing Time for participants	Briefing for participants (Meeting Point: TBA)	Stephanie, Jodis
11:30 am - 12:15 pm	Head to Routes	In groups of 13, participants are to separate and head into their own routes (South Yarra, Fitzroy or South Melbourne Market). Stephanie will go to South Melbourne Market and Jodis will go to South Yarra. One OB will go to Fitzroy.	Stephanie, Jodis, ISAs and OBs
12:15 pm - 1:00 pm	First Restaurant	Group should arrive by 12:15 at their designated first restaurant. Time keeper must remind all participants 5 minutes before when they have to head out to the second restaurant.	Stephanie, Jodis, ISAs and OBs
1:15 pm - 2:00 pm	Second Restaurant	Group should arrive by 1:15 to the second restaurant.	Stephanie, Jodis, ISAs and OBs
2:15 pm - 3:00pm	Third Restaurant	Group should arrive by 2:15 to the third restaurant.	Stephanie, Jodis, ISAs and OBs
3:15 pm - 4:00 pm	Fourth Restaurant	Groups should arrive by 3:15 to the fourth restaurant.	Stephanie, Jodis, ISAs and OBs

### Post Event

- After 4:00 pm, each ISA leader should provide their group members with a link/QR code of the feedback survey to complete. Students then can be on their way back.



## 6. Budget

A total of **\$6840** have been allocated for this event, with the breakdown as listed below:

Items	Quantity	Unit Cost (AUD)	Total Cost (AUD)
South Melbourne Market Expenditure	4	570	2280.00
South Yarra Expenditure	4	570	2280.00
Fitzroy Expenditure	4	570	2280.00
<b>TOTAL</b>			<b>6840.00</b>

## 7. Conclusion

This concludes our proposal for the Food Adventure Proposal 2022. Please do not hesitate to contact the Cultural & Social Department should you have any queries.

**Prepared by,**

**Jodis TJUNTORO & Stephanie Daniella HARTONO**  
**Cultural and Social Department 2022/23**  
**UMSU International**



## Committee Member Appreciation Dinner Proposal

### Central Committee Meeting #1 – Wednesday, 27<sup>th</sup> July 2022

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#### 1. Introduction

Committee Member Appreciation Dinner is an annual tradition for UMSU International to appreciate the hard work, time and effort Committee Members put in UMSU International throughout their term. The people attending Committee Member Appreciation Dinner will be UMSU International 2021/22 Committee Members along with our project coordinator.

#### 2. Objectives

This event aims to:

- Reward the Committee Members as an expression of our gratitude
- Create an environment that Committee Members can interact with one another

#### 3. Event Details

Date	: Wednesday, 10 <sup>th</sup> August 2022 [19:30-22:00 AEST]
Venue	: Chin Chin Melbourne (125 Flinders Ln, Melbourne VIC 3000)
Number of Attendees	: 36
Coordinators	: Hans TSAI and Hermione Wing Laam TO
Manpower	: 35 Committee Members & 1 Project Coordinator (including coordinators which consists of 2 Committee Members)
Budget	: \$6000.00

#### 4. Event Overview

This is an appreciation event for all current committee members in the 2021/2022 committee including our project coordinator. Certificates would be distributed as well.

#### 5. Event Timeline

Date & Time (Week #)	Activity	Descriptions	People In Charge (PIC)
<b>Pre-event Preparations</b>			
	Event Preparation	Come up with venue suggestions and confirm the attendees	Hans TSAI Hermione TO

24/7-9/8	Contact UMSU	Submit the venue chosen through Basecamp to get UMSU's approval	Hans TSAI Hermione TO
<b>Event Day</b>			
19:30 August 10th	Dinner	All participants have their dinners.	Hans TSAI Hermione TO
22:00 August 10th	Departure	The Committee Appreciation Night is done and the coordinators say goodbyes to everyone.	Hans TSAI Hermione TO

## 6. Budget

A total of **\$6000** have been allocated for this event, with the breakdown as listed below:

Items	Quantity	Unit Cost (AUD)	Total Cost (AUD)
Dinner	36	\$150.00	\$5400.00
Miscellaneous	-	-	\$600.00
<b>TOTAL</b>			<b>\$6000.00</b>

## 7. Conclusion

This concludes our proposal for the Committee Member Appreciation Dinner Proposal 2022. Please do not hesitate to contact the Human Resources Department and the Executive Committee should you have any queries.

**Prepared by,**

**Hans TSAI  
 Executive Committee 2021/2022  
 UMSU International**

**Hermione Wing Laam TO  
 Human Resources Department 2021/22  
 UMSU International**

## Heads of Clubs Proposal

Emergency Central Committee Meeting – Wednesday July 27 2022

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### 1. Introduction

Heads of Clubs is a semi-formal networking event where all the executive committee members of all the clubs within the university are invited to get to know more about UMSU International and what we can offer them.

### 2. Objectives

This event aims to:

- To introduce UMSU International facilities and increase the clubs' awareness amongst existing clubs within the University of Melbourne community.
- To foster professional relations between UMSU International with existing University of Melbourne UMSU International affiliated clubs.
- To introduce clubs to the grants available from UMSU International the SSAF and potential collaborations.
- To create an open platform for clubs to publicize their events for the semesters, and, discuss potential challenges and problems they may be facing.

### 3. Event Details

Date	: Wednesday, 10th August 2022 [(4.45pm - 8.00pm - Melbourne time)]
Venue	: PAR-Old-Arts 129
Number of Attendees	: 60
Coordinators	: Richard Ha & Alison Tran
Manpower	: 2 OBs & 5 ISAs (including coordinators which consists of 2 OBs)
Budget	: \$1000

### 4. Event Timeline

Wk #	Date	Activity	Descriptions	PIC
<b>Pre-event Preparations</b>				
1	27th July, 2022	Present Proposal	- Present proposal during CCM	Richard Ha
1	Throughout the week	Logistics	- Book location - Get restaurants approved - Drinks	Alison Tran

1-2	Throughout the weeks	Participants	<ul style="list-style-type: none"> <li>- Write email drafts and contact UMSU C&amp;S</li> <li>- Gain contact info of participants</li> <li>- Invite participants</li> <li>- Confirm number of participants and dietary requirements</li> </ul>	Richard Ha Alison Tran
0-3	Throughout the week	Department Slides	<ul style="list-style-type: none"> <li>- Notify committee about slides</li> <li>- Finalise Slides</li> </ul>	Richard Ha Alison Tran
<b>Event Day</b>				
4	10th August, 2022	Heads of Clubs Event	(written in event flow)	Richard Ha Alison Tran
<b>Post Event</b>				
5		Report	Writing and filling out the report	Richard Ha Alison Tran
6		Present Report	Present report in CCM	Richard Ha Alison Tran

### **Event Flow**

<b>Time</b>	<b>Activity</b>	<b>Details</b>	<b>PIC</b>
4.45 PM	Event Preparation	<ul style="list-style-type: none"> <li>- Chairs</li> <li>- Utensils and tables set up</li> <li>- Getting presentation ready</li> <li>- OBs arrive</li> <li>- ISAs help</li> <li>- Arrange food delivery</li> </ul>	Richard Ha Alison Tran
5.30 PM	Introduction	<ul style="list-style-type: none"> <li>- Participants arrive</li> <li>- Introduction of event</li> <li>- Participants can take drinks</li> </ul>	Richard Ha Alison Tran

		<ul style="list-style-type: none"> <li>- ISAs get food ready</li> </ul>	
5.30-6PM	Presentations	<ul style="list-style-type: none"> <li>- Exco presentation</li> <li>- Department presentations               <ul style="list-style-type: none"> <li>- Order: E&amp;W, C&amp;S, M&amp;C, HR P&amp;S</li> </ul> </li> </ul>	Richard Ha Alison Tran
6.00-6.45PM	Networking and Eating	<ul style="list-style-type: none"> <li>- Participants can start to eat the food</li> <li>- OBs and participants network with each other</li> </ul>	Richard Ha Alison Tran
6.50 - 7.10PM	End of Event	<ul style="list-style-type: none"> <li>- Thank participants for coming</li> <li>- Participants are free to stay longer up until 7.15pm</li> </ul>	Richard Ha Alison Tran
7.10 - 7.30 PM	Clean Up	<ul style="list-style-type: none"> <li>- ISAs and P&amp;S department clean the place up</li> </ul>	Richard Ha Alison Tran

## 5. Budget

A total of **\$1000** has been allocated for this event, with the breakdown as listed below:

Items	Quantity	Unit Cost (AUD)	Total Cost (AUD)
Mini Soldiers Box (45pcs)	2	\$115.00	230.00
Mini Banh Mi Box (28pcs)	2	\$135.00	270.00
Roll'd Delivery Fee	1	\$15.00	15.00
Sushi Hub Set C Inside Out Maki (Reg,	2	\$49.00	98.00

100 pcs)			
Sushi Hub Set A Mini Maki (Vegetarian, 100 pcs)	1	\$45.00	\$45.00
Sushi Hub Delivery (via Ubereats)	1	\$20.00	\$20.00
Coles 24 Pack Macarons	5	\$18.00	\$90.00
Coles Spring Water 24 Pack 600mL	3	\$9.00	\$27.00
Solo 30 Pack 375mL Cans	2	\$28.00	\$56.00
Coca Cola No Sugar 30 Pack 375mL Cans	2	\$25.00	\$50.00
Coles I'm Free From Iced Carrot Cake 500g (gluten free)	1	\$8.50	\$8.50
Coles Cheesecake 640g	1	\$12.00	\$12.00
Coles Chocolate Celebration Cake 1.2kg	1	\$12.00	\$12.00
Napkins: 500 serviettes	1	\$4.50	\$4.50
Sugarcane Plates	6	\$4.00	\$24.00
Timber Forks	1	\$4.50	\$4.50
Timber Knives	1	\$4.50	\$4.50
Tongs	3	\$6.00	\$18.00
<b>TOTAL</b>			<b>989</b>

## 6. Conclusion

The Partnership and Sponsorship department believes and hopes that by organising the Head of Clubs meeting clubs at the University of Melbourne will be more aware of UMSU International and re-emphasis our services and features that might prove useful to clubs, both new and well-established ones. In addition, establishing new and fostering existing relationships with the clubs would also help build better relationships with the many clubs at the University of Melbourne, potentially catalysing collaborations with UMSU International in the future.

This concludes our proposal for the Heads of Clubs Proposal 2022. Please do not hesitate to contact the Partnership and Sponsorship Department should you have any queries.

**Prepared by,  
Richard Ha & Alison Tran  
Partnership and Sponsorship Department 2022/23**

**UMSU International**
**ISA Recruitment July Intake 2022 Report**

Central Committee Meeting #1 - Wednesday, 27 July 2022

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**1. Introduction**

The International Student Ambassador (ISA) Application for Semester 2 2022 is divided into two intakes: one in July and one in August.

Regarding the July recruitment period, the process consists of the ISA application, interview and selection. The team in charge of organising this event consists of the Human Resources (HR) department members.

**2. Objectives**

- To continue the recruitment and selection of the new batch of International Student Ambassadors (ISAs) for Semester 2 2022.
- To gain manpower for events during Semester 2 2022 and Semester 1 2023.
- To allow multiple opportunities for students of the University of Melbourne to be more involved in the university community and activities.

**3. Event Timeline**

<b>Time (AEST), Date (2021)</b>	<b>Activity</b>
12:00 AM, 24th June	Opened ISA Application
11:59 AM, 1st July	Closed ISA Application
1st July - 4th July	First Selection
5th July	Interview invitation emails sent out to applicants
8th, 9th, 10th July	Interview dates
8th July - 10th July	Final Selection and Review
11th July	Result emails sent back to candidates
11th July – 12th July	Received replies from ISAs and let them join the ISA Program Facebook Group
5:30 PM - 7:00 PM,	Big Day Out (July Intake)

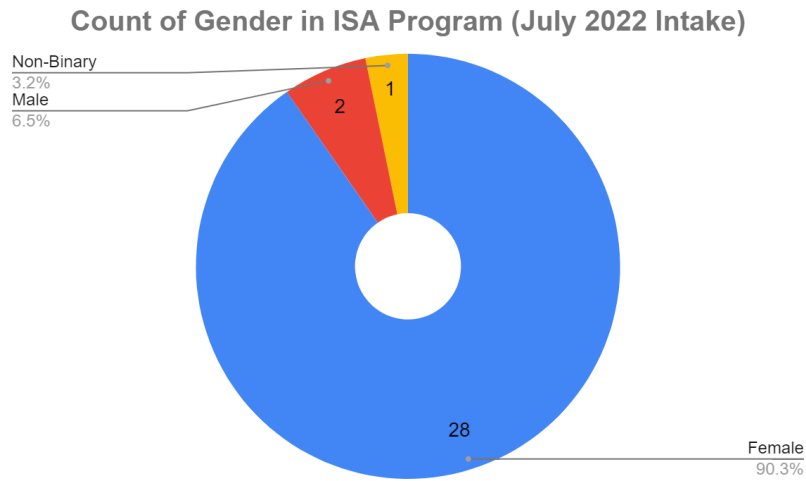


14th July	
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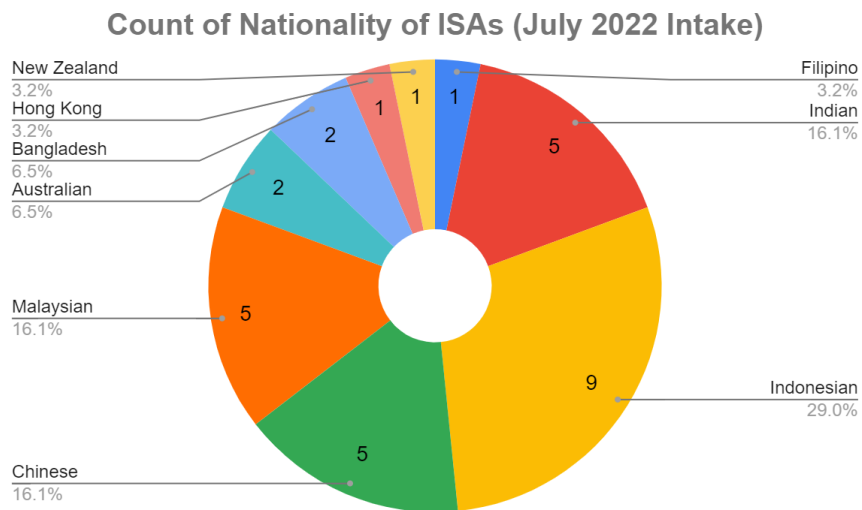
#### 4. Application Results and Statistics (July 2022 Intake)

From 57 interview candidates and 50 candidates having attended the interviews, the HR department has selected 31 ISAs for the July term. Here are the statistics of the ISAs:

##### a) Gender




##### b) Nationality



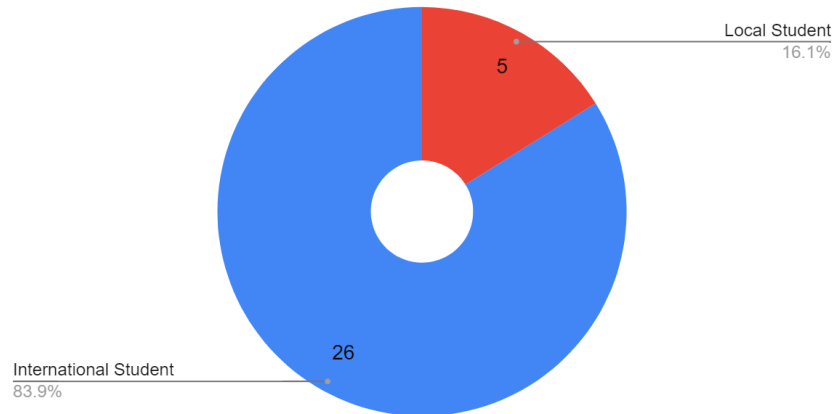


UNIVERSITY OF MELBOURNE STUDENT UNION INTERNATIONAL

 **UMSU**INTL *Care for, Act for, Stand for International Students*

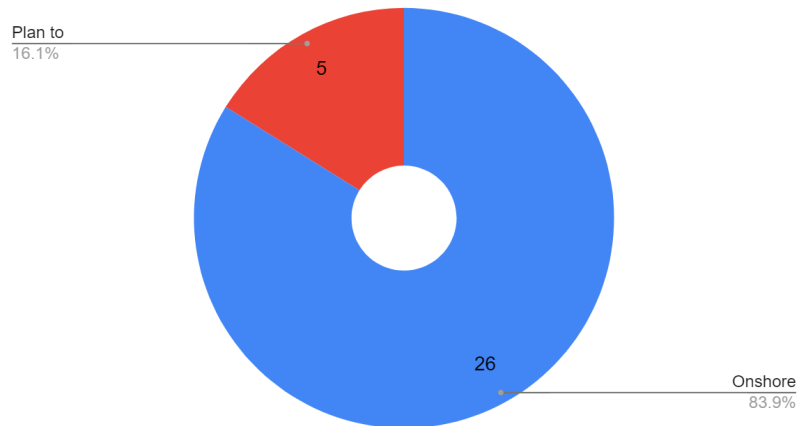
c) *Student Status (Local/International Student)*

Count of Local and International Students of ISA Program  
(July 2022 Intake)

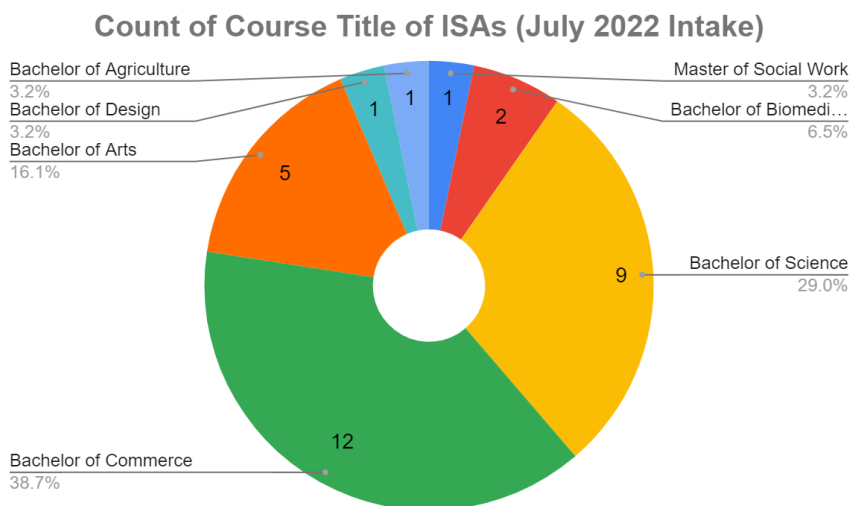


d) *Onshore/Offshore*

Count of Onshore & Offshore ISAs (July 2022 Intake)



e) *Course Title*



**5. Expenditure**

A total of **\$100** have been allocated for this event, and the total actual expenditure for this event is **\$0**, with the breakdown as listed below:

Items	Quantity	Unit Cost (AUD)	Total Actual Cost (AUD)	Allocated Budget (AUD)
Social Media Advertisement	1	100.00	0	100.00
<b>TOTAL</b>			<b>0</b>	<b>100.00</b>
<b>Surplus/ Deficit</b>				<b>100.00</b>

**6. Conclusion**

This concludes our report for the ISA Recruitment July 2022 Intake. The HR Department would like to thank all of the Committee Members that have contributed towards this recruitment. Please do not hesitate to approach us if you have any questions or suggestions.

Prepared by,

**Ella LEE & Jeslyn TANDYAJAYA**  
**Human Resources Department 2022/2023**  
**UMSU International**



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**UMSU International Committee 2021/2022 Appreciation and Bonding Trip Report**  
Central Committee Meeting #1 – Wednesday, 27<sup>th</sup> July 2022

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## 1. Introduction

This report summarises the UMSU International Committee 2021/2022 Appreciation and Bonding Trip, which covers the period of 1st July 2022 to 3rd July 2022. The annual UMSU International Committee Trip served as an appreciation trip for the Central Committee Members of the current year to thank them for contributing their time and effort throughout the whole year for UMSU International. The trip for the UMSU International Committee 2021/2022 was 3 days and 2 nights at Mount Baw Baw in Victoria.

## 2. Event Details

Date	: Friday, 1st July 2022 to Sunday, 3rd July 2022
Venue	: Mount Baw Baw
Number of Attendees	: 22 Committee Members
Coordinators	: Hans TSAI, Chaital VASTA, Hermione Wing Laam TO
Manpower	: 22 Committee members (including coordinators which consists of 3 committee members)
Budget	: \$13484.29

### 3. Event Overview

#### Transportation

Since we did not have enough committee members with valid driving licence to drive in Victoria, we have booked a bus which fits all of us to travel to Mount Baw Baw from the CBD and vice-versa -

[http://www.mountaintopexperience.com/snow/tours-transport/?fbclid=IwAR3zex7mct75ftKQqKoc91\\_QGpTzsbQcdI3gUrF2YdgKHlrFXZF67C9hB\\_E](http://www.mountaintopexperience.com/snow/tours-transport/?fbclid=IwAR3zex7mct75ftKQqKoc91_QGpTzsbQcdI3gUrF2YdgKHlrFXZF67C9hB_E)

#### Accommodation

We have booked a large split-level lodge that is able to accommodate up to 39 people in 8 bedrooms, which is the only accommodation available on the selected dates to accommodate us all -

<https://www.mountbawbaw.com.au/accommodation/everest-ski-club-lodge/>

Because of COVID-19, all bedding has been removed, therefore, we have also purchased linen packs.

#### Activities

Outdoor activities, which includes ski/snowboarding lesson, dingo walks, tobogganing and snowplay as listed on the website -

<https://www.mountbawbaw.com.au/activities/season/winter/>. We have also planned indoor team bonding activities: inter-room cooking competition and gift exchange.

### 4. Event Timeline

Wk #	Date	Activity	Descriptions	PIC
<b>Pre-event Preparations</b>				
8 - 10	19th April - 20th May	Committee Trip Planning	Planning destination, budget, activities available, attendance from Committee Members	Hans TSAI, Chaital VASTA, Hermione TO
10	9th- 13th May	Communicating with Mt.Baw Baw	Accommodation availability, requirements of COVID Safe plan needed, accommodation COVID-19 responsibilities, Bus booking	Hans TSAI, Chaital VASTA, Hermione TO
12	23rd May - 17th June	Booking of accommodation and bus service	Confirmation of lodge - Everest ski club lodge, retrieving of COVID-19 safe plan and booking of bus.	Hans TSAI, Chaital VASTA, Hermione TO



-	20th - 27th June	Central committee member briefing	Briefing of committee members attending - what is expected from committee members, safety and emergency contacts, games and activities confirmation.	Hans TSAI, Chaital VASTA, Hermione TO
<b>Event Day</b>				
-	1st July	Leaving for Mount Baw Baw	Leave from Melbourne CBD at approximately 11:00AM via bus.	Hans TSAI, Chaital VASTA, Hermione TO
	1st July - 3rd July	Committee Bonding and appreciation activities	Activities - ski/snowboarding lesson, dingo walks, tobogganing and snowplay, indoor bonding games	Hans TSAI, Chaital VASTA, Hermione TO
<b>Post Event</b>				
-	4th July	Report preparation.	Successful bonding of committee members and preparing of report.	Hans TSAI, Chaital VASTA, Hermione TO

### Event Flow

Time	Activity	Details	PIC
<b>1st July</b>			
11:30 am - 1:30 pm	Travel to Mt Baw Baw	Travelled from Melbourne CBD to Mt Baw Baw	Hans TSAI, Chaital VASTA, Hermione TO
1:30 pm - 5:00 pm	Settle Down and Walked Around	We had lunch and walked around the village until check-in time.	
5:00 pm - 6:30 pm	Check-in	We checked in to our accommodation	
6:30 pm - 10:00 pm	Inter-room cooking competition	Day 1 bonding activity	
<b>2nd July</b>			
11:00 am - 12:00 pm	Lunch	We had lunch at Village Central Restaurant	Hans TSAI, Chaital VASTA, Hermione TO
12:00 pm - 6:00 pm	Activities	Skiing, Tobogganing, Snowshoeing,	



		Snowboarding	
6:00 pm - 7:00 pm	Dinner	We had dinner at Village Central Restaurant	
7:00 pm - 8:00 pm	Gift Exchange (White Elephant)	Day 2 bonding activity	
<b>3rd July</b>			
11:00 am - 12:00 pm	Lunch	We had lunch at the Bistro	Hans TSAI, Chaital VASTA, Hermione TO
12:00 pm - 2:00 pm	Clean Up	We cleaned up the accommodation before we checked out	
3:30 pm - 6:30 pm	Travel back to Melbourne CBD	Travelled back from Mt Baw Baw to Melbourne CBD	



## 5. Reflections

### Attendance

- Originally we had 24 committee members that had confirmed in attending. However, there were 2 committee members that have backed out due to personal reasons.

### Activities

- There were a couple of activities listed on the Mt Baw Baw's website, but since it is a school holiday, tickets were sold out very quickly.

### Food

- There's only two restaurants that are open for proper meals. Hence we had to eat in those two restaurants for 3 days.

### Accommodation

- When we checked-in, the place was dirty and was not cleaned very well.
- The place was spacious but it was old and sticky.
- The earliest that we could check-in was 5pm and we had to wait around the ski resort until it was ready.

## 6. Suggestions

- Finding other ski resorts that have better activities, more restaurant options, and better accommodations
- Book the activities' tickets earlier.
- Hold the trip during non-school holidays to avoid the crowd, get better options and have discounted rates.

## 7. Budget

A total of **\$19,381** have been allocated for this event, and the total actual expenditure for this event is **\$13,484.29** with the breakdown as listed below:

Items	Quantity	Unit Cost (AUD)	Total Actual Cost (AUD)	Allocated Budget (AUD)
Accommodation @Everest Ski Lodge Mt Baw Baw VIC 3833	-	\$4405 (accommodation) + \$300 (cleaning fee)	\$4405.00	\$4705.00
Activities	-	-	\$2863.00	\$4000.00
Entry Fee @Mount Baw Baw	24	\$19.00	\$456.00	\$456.00
Food	-	-	\$2516.74	\$5520.00
Linen	24	\$40.00	\$960.00	\$1200.00
Transportation	-	1 x Round trip - Melbourne CBD	\$2283.55	\$2500.00



		to Mount Baw Baw and Vice-Versa - \$2,264.80		
		Transportation from and to Woolies - \$18.75		
Miscellaneous	-	-	\$0.00	\$1000.00
<b>TOTAL</b>			<b>\$13484.29</b>	<b>\$19381.00</b>
<b>Surplus</b>				<b>\$5896.71</b>

**8. Conclusion**

This concludes our report for the Umsu International Committee 2021/2022 Appreciation and Bonding Trip Report. Please do not hesitate to contact the Executive Committee and the Human Resources Department should you have any queries.

**Prepared by,**

**Hans TSAI  
Executive Committee 2021/2022  
UMSU International**

**Hermione Wing Laam TO  
Human Resources Department 2021/2022  
UMSU International**



## 6. Other Business

- Central Committee Meeting Schedule

## 7. Next Meeting

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- **Wednesday, 10th August 2022**