COVID-19 update

The health and safety of staff and clients is our top priority

27 March 2020

Before you go reminder

Today, staff will be preparing to work from home in response to government's request to limit movement within the community.

The Public Service Commission has also advised that if public servants are working from home, they should keep children out of school where possible.

If you are in the Blue Team, ensure you take everything you need today. If you are in the Green Team, ensure you have everything you need from your workstation by close of business Monday.

Don't forget to:
- remove all personal perishable items from the communal kitchens and coffee hubs, especially from fridges
- tidy your workstations to ensure cleaners can thoroughly sanitise surfaces
- if you use the basement locker room please take all your belongings and perishable as the lockers will be cleaned and sterilised
- read the 'Before you leave the office' checklist

Being agile

Fortunately, State Library staff have employment during this difficult time. Many have valuable transferrable skills that can be used to help essential services in other government departments. For those staff who have agreed to be deployed, thank you for your enthusiasm and willingness to be ambassadors for State Library.

Contacting Facilities

Due to current workload, please use the Facilities mailbox. Do not email individual staff.

ICT update

RD Web capacity has been increased with two servers sharing the load. Server capacity is being monitored and will be expanded if required. Two additional Zoom Professional licenses have been purchased to extend meeting times past 40 minutes for those with multiple attendees. For help using RD Web or Zoom, refer to the 'How to" guides on the staff webpage. Please note you can download the Zoom app on your computer or mobile.

A reminder that Arts Queensland will be undertaking their annual power testing in South Bank on Sunday and Monday.

Keep updated

- Regular staff updates on COVID-19
- The general public can keep updated on our website.