

BRANCH LIAISON SECRETARY

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Officers' Newsletter 182

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**20% off ALL Society Publications
for December 2019 and January 2020**

Why not take the opportunity to add to your collection of excellent Society publications or to buy the one that is missing from your bookcase? Time to drop a big hint about what you would like for Christmas or, in January, look at which publication you might like to treat yourself to if you did not receive it for Christmas. The offer is being advertised on the Society's website and will appear in *The Railway Observer* giving even better value than usual, so take advantage of the extra discount while it lasts. Please share this advert with as many of your members as you can.

Use voucher code XMAS for 20% off - excluding postage and packing, when ordering.

Digital Equipment – annual update

Insurance via the Society's policy is expected to be available once again for 2020. However, to ensure that we have sufficient cover, it is necessary to update the digital equipment register so that we know what needs to be insured. Please will all branches let me have an up to date list of any digital equipment that they may have at the moment even if this has not changed over the last twelve months, as this will help to make sure that the list is fully comprehensive.. This includes laptop computers, digital projectors, PA systems and similar equipment. If you are not sure, please include it rather than not, when you respond. You should include what the item is (eg laptop, projector etc), the model, serial number, value, and any other information that might be useful.

Responding promptly will allow the information to be collated and forwarded in good time for updating the insurance renewal details.

Please respond by Friday 22 November 2019

Any queries please ask and thank you for your cooperation.

The information contained in this newsletter is for use of RCTS Officers and Members only and should not be communicated outside of the Society

Officers' Handbook

You may remember the information from Newsletter 179 (4 October 2019) advising that the Officers' Handbook has now been updated and was due to be posted onto the website. This is now available and you can now access it via the Officers pages of the website. You will need to log in by selecting Members, followed by Index from the drop down menu. This will take you to the log-in page where you should log-in as normal. Once you have done this, you should see **Officers'** appear in the title bar but:

- a) only on 'old' pages and
- b) only if you have been flagged as an officer.

I have tried it and it works so if, for any reason - eg recently becoming an officer, you do not see Officers' on the title bar and are, therefore, unable to access this section, please contact a member of the web team ie David Jackman or Alan Cooke who should be able to amend your permissions and enable access to the Officers' section.

Lastly, don't forget that there is a competition with a prize for the first person to correctly identify a typing error – there is almost certainly going to be at least one that was missed! If you find one, please email me with the precise details so that it can be corrected and the prize can be awarded.

Kind regards

Irene