Parliament of Australia

Department of Parliamentary Services

Information Circular No: **2011/69** Date: 9 December 2011

TO: SENATORS, MEMBERS AND ALL OTHER BUILDING OCCUPANTS

**New Service Arrangements in the Staff Dining Room**

1 The Staff Dining Room is undergoing some changes over the summer recess.

2 There will be three ways to order and pay for food:

(a) order and cash payment using the current process;

(b) a new express lane for "grab and go"; and

(c) self-service kiosks where orders can be placed and paid for by credit card.

*Using the new self-service kiosks*

(a) The touch screen self-service kiosks are located at the old pay points.

(b) The kiosk will display items that can be purchased. Payment is by credit card only and the swipe system is located on the kiosk.

(c) At the completion of payment collect your receipt and watch for your order number to display on the large screen monitors that have been placed around the Staff Dining Room.

(d) Order numbers will display as items are ready; orders can be collected as follows:

(i) Hot Food – collect at the bain-maries;

(ii) Cold Food – collect at the salad bar; and

(iii) Cafe – collect at the coffee bar.

3 Initially the menu range will be limited due to the kitchen refurbishment; however, once the kitchen reopens in February 2012, the full menu range will be available.

4 Assistance for customers will be available for during the initial phase-in period and again at the commencement of the 2012 sitting period.

5 Enquiries or feedback can be emailed to catering.feedback@aph.gov.au or to Chris MacDonald on 6277 5226.

Alan Thompson
Secretary