

K. A. Mitcheson OBE MA

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COLLEGE NOTICE

RESTRUCTURING OF RECEPTION SERVICES
FUTURE RECEPTION DESKS ON THE SOUTH KENSINGTON CAMPUS

During August 2006 consultation took place on proposals to restructure Reception Services at South Kensington. After carefully considering the views received from staff across the Campus, an agreed plan is now being implemented.

With effect from Wednesday, 1 November 2006 there will be seven reception desks on the South Kensington Campus, located as follows:

- College Main Entrance
- Biochemistry/Chemistry Building
- Blackett Laboratory
- Faculty Building
- Huxley Building
- Skempton Building
- Sir Alexander Fleming Building

Details of how postal services, couriers and visitors will be affected by the changes to reception arrangements can be found at:

www.imperial.ac.uk/spectrum/about/alerts/recchanges.htm

K.A. MITCHESON
College Secretary