

National Performance Advisory Group

Human Factors Workshop

Thursday 28th September, The Imperial, London

To help maintain the smooth running of this workshop please check the following information:

Registration Desk

A member of NPAG will be available at the registration desk to answer any queries you may have.

Messages

Any message received will be passed onto the NPAG representative and will be available at the registration desk or announced by the workshop chair.

Badges

As a courtesy to other delegates you are asked to wear your badge at all times during the workshop. When the event is finished please leave your badge at the registration desk for recycling.

Dietary Requirements

Any dietary requirements noted via your registration form have been passed on to the venue. *Please make yourself known to the catering staff.*

Evaluation Form

Your feedback on this workshop is welcomed and appreciated. Please help us record your views by completing the evaluation questionnaire which will be issued via email after the workshop.

Mobile Phones

As a courtesy to all speakers and delegates, Mobile phones <u>must</u> be turned off or on silent / discreet mode whilst delegates are in the workshop room.

Taxis

If you require a taxi following this workshop, please contact the **NPAG** representative at the registration desk who will be happy to arrange this on your behalf.