



13<sup>th</sup> March 2020

Dear PCMG members, conference delegates, speakers and sponsors,

The PCMG Directors and Committee have been closely monitoring the rapidly evolving implications of the current Coronavirus situation. The safety and wellbeing of everyone attending the Conference is our primary concern and we cannot be certain how far the situation will have improved by June. Therefore, we have taken the decision to reschedule **the PCMG Annual Conference to Tuesday September 1st to Thursday September 3<sup>rd</sup>, 2020.**

We have moved quickly in the last 24 hours to resolve the major logistical challenges and to ensure continuity of information sharing and productive networking at a time when it can be of greatest value to our community. To summarise the plan so far:

- Venue: No change – we have negotiated the same Hilton Krakow venue
- Programme: We are contacting speakers to assess availability and will adjust the program as necessary
- Registered Delegates: Your registration will be transferred, and the hotel has confirmed that room bookings will be transferred at no additional cost
- Timing and travel: Exact timings will be confirmed as the program is finalised and based on a review of known flight schedules. It remains the delegates' responsibility to manage any change to flights already booked.
- Speakers / presenters: Kindly contact Candi at [admin@pcmg.org.uk](mailto:admin@pcmg.org.uk) to discuss your availability for - and participation in - the re-scheduled Conference. We would be delighted if you can confirm you will still be able to make the revised event. Your mentor on the Steering Committee will also be following up with you to confirm your status.

PCMG is preparing a range of Webinars over the coming months to maintain connectivity with members following postponement of the Workshop and Training Courses. Some meeting events have converted to a 'virtual' format, but we felt this would not capture the direct interaction that is at the heart of PCMG's unique Conference forum.

Should you have any specific questions on this change, please contact our support team at [admin@pcmg.org.uk](mailto:admin@pcmg.org.uk) or call 44 (0) 1625 664546

At a time of challenge, opportunities arise. The PCMG network will continue to bring us together and share challenges and solutions that outsourcing can help turn into long-term improvements. Our thanks are due to all the PCMG leadership in keeping this light shining bright. Watch this space!

A handwritten signature in black ink that reads 'Richard'. The signature is written in a cursive style and is underlined with a single horizontal stroke.

Richard Scaife PCMG Chair (On behalf of the PCMG Committee and Conference Steering Committee)