

**Proposal**  
**TAFE NSW Administrative, Support and Related Enterprise Agreement 2015**  
**Employment Conditions**

| Condition                             | Current entitlement – EA section   | Current entitlement detail  | Proposed Conditions  |  |
|---------------------------------------|--|---|--|--|
| <b>Enterprise Agreement Structure</b> | The current agreement contains schedules outlining specific conditions for different classifications in Parts A – G of the Agreement   | Part A – Administrative and Support Staff<br>Part B – Security & General Services Officers<br>Part C – Early Childhood Educators<br>Part D – Printing & Graphic Arts Employees<br>Part E – Trades Assistants<br>Part F – Skilled Trades<br>Part G – Hospitality Employees | An additional Section – Section 6 TAFE NSW Support Employees - to be added to the 2015 Enterprise Agreement which will contain the new classification structure and conditions of employment for positions created after the commencement of the new agreement.  |  |
| <b>Job Evaluation</b>                 | Part A--Administrative and Support Staff   | Clerks currently evaluated using Mercer CED Library employees and TOs have classification descriptors in the EA<br>Others evaluated on position   | All positions created under Section 6 will be evaluated utilising Work Level Standards to determine the appropriate level in the structure and validated with a job evaluation tool.   |  |
|                                       | Part B--Security & General Services Officers   | Evaluated based on position   |  |  |
|                                       | Part C--Early Childhood Educators  | Evaluated based on position   |  |  |
|                                       | Part D--Printing & Graphic Arts Employees  | Evaluated based on position   |  |  |
|                                       | Part E--Trades Assistants  | Evaluated based on position   |  |  |
|                                       | Part F--Skilled Trades   | Evaluated based on position   |  |  |
|                                       | Part G--Hospitality Employees  | Evaluated based on position   |  |  |
| <b>Types of employment</b>            | Definitions  | Defines employee - permanent or temporary, full time, casual, part time employees   | A single clause, or set of clauses, to be applied to all classifications in Section 6 which meets TAFE NSW's needs.<br><br>Clear definitions of:<br><br><b>Types of Employment</b> <ul style="list-style-type: none"> <li>• Ongoing/permanent employment</li> <li>• Temporary/fixed term employment</li> <li>• Casual employment</li> <li>• Full-time employment</li> <li>• Part-time employment</li> <li>• Apprentices</li> <li>• Trainees</li> <li>• Part year employment with annualised hours</li> </ul> |  |
|                                       | Section 2<br>Clause 12 - Types of employment<br>Clause 13 – Permanent employment<br>Clause 16 – Part time employment<br>Clause 17 – Temporary Employment<br>Clause 19 – Casual Employment        | States types of employment available<br>Permanent, Temporary and Casual<br>Defines Permanent Employment<br>Defines part-time employment<br>Defines temporary employment<br>Defines casual employment  |  |  |
|                                       | Part A--Administrative & Support Staff   | Section 2 provisions apply  |  |  |
|                                       | Part B--Security & General Services Officers   | Full-time, part-time and casual   |  |  |
|                                       | Part C, Early Childhood Educators  | Full-time, part-time and casual   |  |  |
|                                       | Part D--Printing & Graphic Arts Employees  | Definitions – permanent or temporary  |  |  |
|                                       | Part E--Trades Assistants  | Does not specify therefore Section 2 applies  |  |  |
|                                       | Part F--Skilled Trades   | Does not specify therefore Section 2 applies  |  |  |
|                                       | Part G--Hospitality Employees  | Types of employment<br>Full-time, part-time and casual  |  |  |
| <b>Probation</b>                      | Section 2<br>Clause 14--Initial Permanent Employment   | Defines probation for permanent employees of 6 months probation with maximum extension of probation to 2 years.   |  | Initial permanent appointment to a position will continue to be on probation for a period of 6 months. The maximum period for which a person may be appointed on probation will be reduced from 2 years (current) to one year. |
| <b>Weekly ordinary hours of work</b>  | Section 2, Clause 21   | Hours of work outlined for all classifications  |  | 37 hours for all employees covered by Section 6.   |
|                                       | Part A--Administrative & Support Staff   | Includes a mix of 35 and 38 hour employees  |  |  |
|                                       | Part B--Security & General Services Officers   | 38 hours  |  |  |
|                                       | Part C--Early Childhood Educators  | 38 hours  |  |  |
|                                       | Part D--Printing & Graphic Arts Employees  | 38 hours  |  |  |
|                                       | Part E--Trades Assistants  | 38 hours  |  |  |
|                                       | Part F--Skilled Trades   | 38 hours  |  |  |
|                                       | Part G--Hospitality Employees  | 38 hours  |  |  |
| <b>Arrangement of working hours</b>   | Part A--Administrative & Support Staff<br><br>Class Preparation Assistant – Schedule 11<br>Food School Assistant – Schedule 25<br>Stores Officer – Schedule 50<br>Laboratory staff – Schedule 64 | 35 hr employees in Part A covered by FWHA<br>38 hr employees—8 hour days, 19-day month<br>4-9 hour days within a 4½ day week<br>4-9 hour days within a 4½ day week<br>4-9 hour days within a 4½ day week<br>Not specified— variable shiftwork rosters                     | Revised FWHA expanded to all classifications in Section 6.<br><br>Different conditions for shiftworkers/ rostered employees / part year employees with annualised hours.   |  |
|                                       | Part B--Security Officers<br>Clause 128.1<br>General Services Officers<br>Clause 128.2   | 8 hour days, 19-day month - Shift workers<br><br>8 hour days, 19-day month - Shift workers  |  |  |
|                                       | Part C--Early Childhood Educators<br>Clause 146.1.3  | 8 hour days, 19-day month, or other variants averaging 38 hrs per week  |  |  |
|                                       | Part D--Printing & Graphic Arts Employees<br>Clause 163.1  | 8 hour days, 19-day month   |  |  |
|                                       | Part E--Trades Assistants  |   |  |  |

| Condition                              | Current entitlement – EA section  | Current entitlement detail  | Proposed Conditions  |
|--|---|---|--|
|  | Clause 170.1  | 8 hour days, 19-day month   |  |
|  | Part F--Skilled Trades<br>Clause 186.1.1 & 193.1.1  | 8 hour days, 19-day month - Shift workers   |  |
|  | Part G--Hospitality Employees<br>Clause 212.1   | No default specified, but several models are available averaging 38 hours per week  |  |
| <b>Daily bandwidth</b>                 | Part A--Administrative & Support Staff<br>Clause 87.6<br>Clause 87.7<br><br>Class Preparation Assistant – Schedule 11<br>Food School Assistant – Schedule 25<br>Stores Officer – Schedule 50<br>Student Association Officer – Schedule 51<br>Driver/general assistant - Clause 20.1.1<br>Laboratory staff – Schedule 64 | 7.30am-6.00pm<br>Core time 9.30am – 3.30pm excl lunchbreak<br><br>Monday to Friday - 6.00am-6.00pm<br>Monday to Friday - 6.00am-6.00pm<br>Monday to Friday - 6.00am-6.00pm<br>Monday to Friday – 7.30am-10.30pm<br>Monday to Friday - 6.00am-6.00pm<br>Shift must start between 7.30am & 1.00pm<br>Penalty-free period ends at 6.00pm | New daily bandwidth of 6am – 9pm applying to all classifications under Section 6.<br><br>Remove Core Time and replace with Business Operational hours  |
|  | Part B--Security Officers<br>General Services Officers<br>Clause 128.2  | Not specified<br>Mon – Fri - 6.30am-6.00pm - Day<br>Mon-Fri – 4pm – 12am - Afternoon<br>Mon-Fri – 5am – 2pm - Early am<br>Mon-Fri – 6.30am-6pm - Broken shift<br>10pm Sun-6.30 next day - Night<br>6pm Mon-Fri – 6.30am Sat Night<br>Monday – Sunday work provisions  |  |
|  | Part C--Early Childhood Educators<br>Clause 145.1.1   | 6.30am-6.30pm - Monday to Friday  |  |
|  | Part D--Printing & Graphic Arts Employees<br>Clause 163.3   | Monday to Friday<br>Shifts start on or after 6.15am<br>Shifts must end on or before 9.00pm<br>Penalty-free period ends at 5.30pm  |  |
|  | Part E--Trades Assistants<br>Clause 170.2   | 6.00am-6.00pm - Monday to Friday  |  |
|  | Part F--Skilled Trades<br>Clause 186.1.1  | 6.00am-6.00pm - Monday to Friday  |  |
|  | Part G--Hospitality Employees<br>Clause 212.7   | 7.00am-7.00pm - Monday to Friday  |  |
| <b>Minimum and Maximum daily hours</b> | Section 2<br>Clause 19.2.2<br>Clause 19.2.3   | Casuals – minimum – 3 hrs except for:<br>Exam Supervisor – 1hr 30 mins<br>Disability Support – 2 hrs<br>Hosp Services Officer – 2 hrs<br>Hosp Admin & Front Office – 2 hrs<br>Hosp Admin & Front Office Super – 2 hrs<br>Casuals – maximum 9 hrs before overtime  | Standard minimum and maximum daily hours for all positions created under Section 6, excluding Exam Supervisors, Disability Support and Artist Models who will retain their current casual arrangements.                                    |
|  | Part A--Administrative & Support Staff<br><br>Disability Class Support - Schedule 19<br>Exam Supervisor – Schedule 22<br>Class Preparation Assistant – Schedule 11<br>Food School Assistant – Schedule 25<br>Stores Officer – Schedule 50<br>Driver/general assistant - Schedule 20<br>Laboratory staff – Schedule 64   | Under FWHA<br>Minimum – nothing specified<br>Maximum - 10 hours<br>Minimum 2 hrs – Maximum 8 hrs<br>Minimum 1.5hrs<br>Minimum 4 hrs - Maximum 9 hrs<br>Minimum 4 hrs - Maximum 9 hrs<br>Minimum 4 hrs - Maximum 9 hrs<br>8 hours per day<br>Minimum - 3½ hrs - Maximum - 12 hrs   | <b>Full time &amp; part time employees</b><br>Minimum 2 consecutive hours<br>Maximum 10 consecutive hours before overtime is paid<br><b>Casuals</b><br>Minimum 3 consecutive hours<br>Maximum 9 consecutive hours before overtime is paid. |
|  | Part B--Security Officers<br>Clause 128.1<br>Clause 130.2.2 (PT Security)<br>General Services Officers<br>Clause 128.2  | Standard - 8 hrs<br>Minimum – 3 hrs<br>Not more than 8 hours total duration – including split shifts<br>Minimum shift on a Sunday – 4 hours<br>Casuals should not exceed 8 hours without payment of overtime  |  |
|  | Part C--Early Childhood Educators<br>Clause 145   | 8 hours as standard, with other roster patterns by agreement<br>Part timers – minimum 3 hrs<br>Casuals – minimum 3 hrs  |  |
|  | Part D--Printing & Graphic Arts Employees<br>Clause 163   | Standard - 8 hrs  |  |
|  | Part E--Trades Assistants<br>Clause 174.2   | Standard - 8 hrs  |  |
|  | Part F--Skilled Trades<br>Clause 186.1.1  | Standard - 8 hrs  |  |
|  | Part G--Hospitality Employees<br>Clause 212.3.1<br><br>Clause 212.3<br>Clause 212.3.2   | Minimum – 6 hours<br>Maximum - 11½ hours<br>Minimum – 3 hrs<br>Limitations to the number of long shifts<br>Part timers must have minimum 3 hour shifts  |  |

| Condition                            | Current entitlement – EA section  | Current entitlement detail   | Proposed Conditions  |
|--------------------------------------|---|--|--|
|                                      | Clause 208.3.5 - (PT Hosp)  | Hours worked past agreed are at overtime   |  |
| <b>Breaks<br/>Tea, Crib and Meal</b> | <p>Part A--Administrative &amp; Support Staff<br/>Clause 83.1 &amp; 87.8.1</p> <p>Clause 82.1<br/>Clause 118</p> <p>Driver/General Assistant Schedule 20<br/>Laboratory Staff – Schedule 64</p> | <p>Meal - 60min unpaid meal break by 5<sup>th</sup> hour - can be varied to min 30 minutes or maximum 2 ½ hrs<br/>Tea - 10 min morning break<br/>Tea - 10 min afternoon break<br/>Overtime meal breaks<br/>Monday – Friday – depends on flex or not but generally 30 mins + 30 mins after 5 hrs<br/>Saturday / Sunday / PH – 30 mins meal break after each 5 hrs worked<br/>Lunch break – at least 20 mins or up 1 hr<br/>Between 30mins &amp; 60mins unpaid meal break<br/>If roster includes evening work 2 breaks</p>   | <p>Introduction of a standard set of definitions for meal, crib Breaks and other breaks in Section 6.</p> <ul style="list-style-type: none"> <li>• 1x 10 min paid break for each 4 hours worked</li> <li>• Between 30-90 min unpaid meal break by or at the 5<sup>th</sup> hour</li> </ul> <p>Note: Those operationally required to remain at place of work will have a 30 min paid crib break</p> |
|                                      | <p>Part B--Security Officers<br/>Clause 128.1</p> <p>General Services Officers<br/>Clause 128.4.1</p>   | <p>Meal - 30 min paid crib break by 5<sup>th</sup> hour<br/>Crib - 20 min paid crib break at end of shift if working overtime + additional 20 min paid crib if overtime is more than 4 hours<br/>Crib - 20 min paid crib break for each 4 hours of overtime on a Saturday or Sunday<br/>Meal - Unpaid meal break between 30 minutes and 1 hour by 5<sup>th</sup> hour</p>  |  |
|                                      | <p>Part C--Early Childhood Educators<br/>Clause 145</p>   | <p>Tea – 10 min paid rest between 2<sup>nd</sup> &amp; 3<sup>rd</sup> hr<br/>Tea - 10 min paid rest pause s after 7<sup>th</sup> hour<br/>Meal - 20-30 paid crib break between 4<sup>th</sup> &amp; 5<sup>th</sup> hour - this crib break can be converted to unpaid meal break on request<br/>If required to work during unpaid meal break, overtime applies.</p>   |  |
|                                      | <p>Part D--Printing &amp; Graphic Arts Employees</p>  | No provision   |  |
|                                      | <p>Part E--Trades Assistants<br/>Clause 170.10</p> <p>Clause 172.2.2<br/>Clause 173.11</p> <p>Clause 173.11.2</p> <p>Clause 173.3.3</p> <p>Clause 173.6</p> <p>Clause 173.7</p>                 | <p>Tea - 10 min paid rest period between 9am – 11am<br/>Tea - break in the afternoon – but no stopping<br/>Meal - 20 min paid crib per shift<br/>Meal - 30 min paid crib/meal after 2 hours of overtime and thereafter each 4 hours of overtime<br/>Meal - 30 min paid crib/meal on Saturday between 12pm – 1pm<br/>Meal - Paid 20 min crib break after 4 hours on recall if recall is greater than 4 hrs<br/>If meal break isn't taken, due to work, overtime at double time applies until taken.<br/>Where there are breakdowns or concrete pours, and a break isn't taken, payment at ordinary rates is paid.</p> |  |
|                                      | <p>Part F--Skilled Trades<br/>Clause 186.7</p> <p>Clause 192.11</p> <p>Clause 192.11.2</p> <p>Clause 192.6</p> <p>Clause 192.7</p>  | <p>Tea - 10 min paid rest break between 9-11<br/>Tea break in afternoon but no stopping<br/>Meal - Paid 30 min crib/meal after 2 hrs overtime<br/>Meal - Paid 30 min crib/meal after subsequent 4 hrs<br/>Meal - Overtime on Saturday – if work continues after 12pm – paid 30 min meal break between 12-1<br/>If meal break isn't taken, due to work, overtime at double time applies until taken.<br/>Where there are breakdowns or concrete pours, and a break isn't taken, payment at ordinary rates is paid.</p>  |  |
|                                      | <p>Part G--Hospitality Employees<br/>Clause 213.1<br/>Clause 213.1.4</p>  | <p>Meal – 30 min unpaid meal break<br/>Crib – may take 20 min crib if meal break not taken<br/>Shift between 11pm-8am – 20 min paid crib break</p>   |  |
| <b>Broken Shifts</b>                 | <p>Part A--Administrative &amp; Support Staff<br/>Laboratory staff – Schedule 64</p>  | <p>No mention<br/>No broken shifts</p>   | <p>Introduce broken shift provisions to all positions created under Section 6 including a broken shift allowance.<br/>Maximum spread of broken shifts to be 12 hours</p> <p>Maximum 5 hours break</p>  |
|                                      | <p>Part B--Security Officers<br/>Clause 128.1.1<br/>General Services Officers<br/>Clause 128.2</p>  | <p>Split shifts<br/>Broken shifts are permitted</p>  |  |
|                                      | <p>Part C--Early Childhood Educators</p>  | No mention   |  |
|                                      | <p>Part D--Printing &amp; Graphic Arts Employees</p>  | No mention   |  |
|                                      | <p>Part E--Trades Assistants</p>  | No mention   |  |
|                                      | <p>Part F--Skilled Trades</p>   | No mention   |  |
|                                      | <p>Part G--Hospitality Employees<br/>Clause 212.4</p>   | Broken shifts maximum spread 12 hrs  |  |

| Condition  | Current entitlement – EA section   | Current entitlement detail   | Proposed Conditions   |
|--|--|--|---|
| <b>Ordinary Rates of Pay Full Time employees</b> | Definitions  | Ordinary earnings  | <p>New Classification Structure and Salary Schedules to be applied for positions created under Section 6.</p> <ul style="list-style-type: none"> <li>Library stream to be negotiated</li> <li>Business Support and Teaching and Learning Support Streams</li> <li>Casual-only grades will be in separate schedules in Section 6 for the following: <ul style="list-style-type: none"> <li>Exam Supervisors</li> <li>Disability Support</li> <li>Sign Language Interpreters</li> <li>Artist Models</li> </ul> </li> <li>Junior rates will be removed</li> </ul> <p>Reference to the relevant Modern Award for Apprentices &amp; Trainees</p> |
|  | Part A--Administrative and Support Staff                                 | As per schedules   |   |
|  | Part B--Security & General Services Officers                             | As per schedules   |   |
|  | Part C--Early Childhood Educators  | As per schedules   |   |
|  | Part D--Printing & Graphic Arts Employees                                | As per schedules   |   |
|  | Part E--Trades Assistants  | As per schedules   |   |
|  | Part F--Skilled Trades   | As per schedules   |   |
|  | Part G--Hospitality Employees  | As per schedules   |   |
| <b>Ordinary Rates of Pay Part Time employees</b> | Definitions  | Pro rata entitlements  | <p>Standard definition for part time rates of pay to apply to all positions created under Section 6.</p> <ul style="list-style-type: none"> <li>Pro-rata entitlements of full time employees</li> <li>Additional hours at ordinary rate + 4/48<sup>th</sup> in lieu of annual leave</li> </ul>  |
|  | Section 2<br>Clause 16.3<br>Clause 17.7.1                                | Pro rata entitlements<br>Additional hrs at ordinary rate + 4/48 <sup>th</sup> in lieu of annual leave  |   |
|  | Part A--Administrative and Support Staff                                 | Section 2 entitlements apply   |   |
|  | Part B--Security & General Services Officers<br>Schedule 65 & 66         | Allows for an additional 10% for part timers – this loaded rate is included in the base salary   |   |
|  | Part C--Early Childhood Educators  | Section 2 entitlements apply   |   |
|  | Part D--Printing & Graphic Arts Employees                                | Section 2 entitlements apply   |   |
|  | Part E--Trades Assistants  | Section 2 entitlements apply   |   |
|  | Part F--Skilled Trades   | Section 2 entitlements apply   |   |
|  | Part G--Hospitality Employees  | Pro-rata entitlements  |   |
| <b>Rates of Pay Casual employees</b>             | Section 2<br>Clause 19.3.1   | <p><b>Classifications in Parts A, B, D, E, F</b></p> <p>Monday to Friday Hourly rate +15% + 1/12<sup>th</sup> loading in lieu of annual leave</p> <p>Saturdays Hourly rate + 50%</p> <p>Sunday Hourly rate + 75%</p> <p>Public Holidays Hourly rate + 150%</p> <p><b>Classifications under Parts C &amp; G</b></p> <p>Monday to Friday Hourly rate +25%</p> <p>Saturdays Hourly rate + 50%</p> <p>Sunday Hourly rate + 75%</p> <p>Public Holidays Hourly rate + 150%</p> | <p>Standard definition for casual rates of pay to apply to all positions created under Section 6 based on majority employees:</p> <ol style="list-style-type: none"> <li>23.3% loading for work performed Monday to Friday to apply to all employees covered by the new classification structure</li> <li>The above percentage is inclusive of 1/12<sup>th</sup> loading in lieu of annual leave</li> <li>Weekend and public holiday rates will remain the same</li> </ol> <p>Casual employees will be employed on the minimum salary point of the Level in the Classification Structure and not have access to incremental progression</p> |
|  | Part A--Administrative and Support Staff                                 | Monday –Friday Hourly rate +15%+1/12 <sup>th</sup><br>Saturday, Sunday & PH as per section 2.  |   |
|  | Disability Class Support - Schedule 19<br>Exam Supervisors - Schedule 22 | Paid casual rate as specified<br>Paid casual rate as specified   |   |
|  | Part B--Security & General Services Officers<br>Clause 130.1.1           | Monday –Friday Hourly rate +15%+1/12 <sup>th</sup><br>Saturday, Sunday & PH as per section 2.  |   |
|  | Part C--Early Childhood Educators<br>Clause 149.4.1                      | Monday to Friday Hourly rate +25%<br>Saturday, Sunday & PH as per section 2.   |   |
|  | Part D--Printing & Graphic Arts Employees                                | Monday –Friday Hourly rate +15%+1/12 <sup>th</sup><br>Saturday, Sunday & PH as per section 2.  |   |
|  | Part E--Trades Assistants  | Monday –Friday Hourly rate +15%+1/12 <sup>th</sup><br>Saturday, Sunday & PH as per section 2.  |   |
|  | Part F--Skilled Trades   | Monday –Friday Hourly rate +15%+1/12 <sup>th</sup><br>Saturday, Sunday & PH as per section 2.  |   |
|  | Part G--Hospitality Employees<br>Clause 208.2.2                          | Monday to Friday Hourly rate +25%<br>Saturday, Sunday & PH as per section 2.   |   |
|  | <b>Shift Work Definition</b>   | Definitions  |   |
| Afternoon Shift - Parts B,E F                    |  | Any shift finishing after 6pm or at or before 12am<br>Any shift finishing after 6.30pm and at or before midnight   |   |
| Afternoon Shift - Part C                         |  | Two shifts per day within ordinary hours for Security Officer  |   |
| Broken Shift – Part B                            |  | Two or more shifts per day by a General Services Officer<br>Not a shiftworker who works ordinary hours   |   |

| Condition  | Current entitlement – EA section   | Current entitlement detail   | Proposed Conditions  |
|--|--|--|--|
|  | Day Worker – Part A<br>Early morning shift – Parts B & C<br>Night Shift – Part B<br>Night Shift – Part E & F<br>Night Shift – Non Rotating – Part C<br>Night Shift – Non Rotating – Part B<br>Seven day Shift Worker – Parts B & C<br>Shift Worker – Continuous Shifts – Part A<br>Shift Worker – Non-continuous Shifts  | between 7.30am & 6.00pm<br>Any shift starting at or after 5am and before 6.30am<br>Any shift finishing after midnight and at or before 8am or any shift commencing at or after midnight and before 5am<br>Any shift finishing subsequent to midnight and at or before 8am<br>Any shift system that doesn't allow rotating off night shift<br>Any shift system where at least 2/3 of shifts are night shifts<br>Ordinary shifts include all 7 days+ph<br>Continuous night shifts<br>Not a day worker or a continuous shift worker   | before 6am<br>Saturday shift – work on Saturday<br>Sunday shift – work on Sunday<br>Public Holiday – work on PH<br>Daylight Equivalent not to be included in Section 6 - replace with penalty rates  |
| <b>Shiftwork Penalty Rates</b><br>(excluding casual) | Part A--Administrative & Support Staff<br>Clause 112.1<br><br>Clause 112.4<br>Clause 112.5<br>Clause 112.6.1<br><br>Food school Assistant – Schedule 25<br><br>Stores Officer – Schedule 50<br>Student Association Officer – Schedule 51<br>Laboratory staff - Schedule 64<br>Includes TO(Eng), STO (Eng), Lab Att, TTO (Sci), TO (Sci), STO (Sci)<br><br>Librarian - Clause 35.6<br>Library Assist – Clause 36.2<br>Library Technician – Clause 37.3<br><br>Part B--Security Officers<br>Shift Definitions apply<br>Shift penalties – Clause 132.1<br><br>Clause 134.1<br><br>Clause 140.1.2<br>Clause 132.2.4<br><br>General Services Officers<br>Clause 128.2<br>Shift penalty rates – Clause 132.1<br><br>Clause 134<br>Clause 132.2<br><br>Part C--Early Childhood Educators<br>Shift Definitions apply – yes<br>Shift Penalty Rates - Clause 150.1<br><br>Clause 151.1<br><br>Part D--Printing & Graphic Arts Employees<br><br>Part E--Trades Assistants<br>Shift Definitions<br>Shift Penalty Rate – Clause 174.6<br><br>Clause 174<br><br>Clause 174.7<br><br>Part F--Skilled Trades | Mon – Fri <u>commencing between</u><br>6am and 10am Nil<br>10am and 1pm +10%<br>1pm and 4pm +12.5%<br>4pm and 4am +15%<br>4am and 6am +10%<br>Saturday +50%<br>Sunday +75%<br>PH +150%<br><br>Commencing before 6.30am +10%<br>Finish between 6pm & 12am +15%<br>Finish btw 12am & 8am – rotating +15%<br>Finish btw 12am & 8am –non-rot. +30%<br><br>Shift allowance if not Daylight Equivalent<br>Shift 11am – 7pm +10%<br><b>Daylight Equivalent</b> —hours worked after 6.00pm are accumulated at a factor of 1.5.<br>No specific weekend or public holiday shift penalty rates are provided for in Schedule 64<br><br>Some library staff receive 12.5% loading for the evening shift – this will cease in 2015<br><br>Monday to Friday<br>Start/finish 6.30am-6pm Nil<br>Start 5am and 6.30am +10%<br>Finish 6pm-12am +15%<br>Finish 12am-8am – rotating +17%<br>Finish 12am-8am - non-rot. +30%<br>Saturday +50%<br>Sunday +100%<br>PH +150%<br>Broken Shift bw 12am-6am Allow +30%<br>or +15% after 9pm<br>Mon – Fri - 6.30am-6.00pm Nil<br>Mon-Fri – 5am – 2pm +10%<br>Mon-Fri – 4pm – 12am +15%<br>10pm Sun-6.30 next day +15%<br>6pm Mon-Fri – 6.30am Sat +15%<br>Mon-Fri – 6.30am-6pm<br>Broken shift +Allow<br><br>Monday to Friday<br>Start/finish 6.30am-6pm Nil<br>Start 5am and 6.30am +10%<br>Finish 6pm-12am +15%<br>Finish 12am-8am -rotating +17.5%<br>Finish 12am-8am –non-rotating +30%<br>Saturday +50%<br>Sunday +100%<br>PH +150%<br><br>No provision<br><br>Monday to Friday<br>Start/finish 6.30am-6pm Nil<br>Finish 6pm-12am +15%<br>Finish after 9pm (intermit) +20%<br>Finish 12am-8am - rotating +15%<br>Finish 12am-8am - non-rotating +30%<br>Saturday +50%<br>Sunday +75%<br>PH +150%<br>Saturday pm minimum 4 hrs+100%<br><br>Monday to Friday: | Standard penalty rates for shift work as outlined above to apply to positions covered by Section 6 as follows:<br><br>Day work Nil<br>Afternoon shift +15%<br>Night shift – rotating +15%<br>Permanent Night shift +30%<br>Saturday shift +50%<br>Sunday shift +100%<br>Public Holiday shift +150% |

| Condition   | Current entitlement – EA section  | Current entitlement detail   | Proposed Conditions  |
|---|---|--|--|
| <b>Shiftwork Penalty Rates excluding casuals continued...</b> | Clause 193.3.4<br>Clause 193.3.5  | Start/finish 6.30am-6pm Nil<br>Finish 6pm-12am +15%<br>Finish 12am-8am +15%<br>Finish 12am - 8am – non-rotating +30%<br>Saturday +50%<br>Sunday +100%<br>PH +150%  |  |
|   | Part G--Hospitality Employees<br>Clause 212.7<br>Clause 212.7.1<br><br>Clause 215.1<br>Clause 216.1   | Monday to Friday<br>Between 7pm and 12am +10% of L4<br>Between 12am and 7am +15% of L4<br>Saturday +25%<br>Sunday +75%<br>PH +150%   |  |
| <b>Overtime Rates</b>   | Section 2   | Overtime is paid as per below  | Standard overtime rates to apply to employees covered by Section 6 as follows:   |
|   | Part A--Administrative & Support Staff<br>Shift workers - Clauses 114.1<br>Day workers - Clauses 115.1  | Monday to Friday 1.5T first 2 hours<br>2.0T thereafter<br>Saturday 1.5T first 2 hours<br>2.0T thereafter<br>Sunday 2.0T for all hours<br>Public holiday 2.5T for all hours<br>Cap on maximum rate Clerk G8 + \$1.00  | Monday to Friday 1.5T first 2 hours<br>2.0T thereafter<br>Saturday 1.5T first 2 hours<br>2.0T thereafter<br>Sunday 2.0T for all hours<br>Public holiday 2.5T for all hours   |
|   | Clause 120.1  |  |  |
|   | Part B--Security & General Services Officers  | Monday to Friday 1.5T first 2 hours<br>2.0T thereafter<br>Saturday before midday 1.5T first 2 hours<br>2.0T thereafter<br>Saturday after midday 2.0T for all hours<br>Sunday 2.0T for all hours<br>Public holiday 2.5T for all hours   |  |
|   | Part C--Early Childhood Educators<br>Clause 152<br>Clause 151.3 & 151.4<br><br>Clause 151.3 & 151.4<br>Clause 158.2   | Monday to Friday 1.5T first 2 hours<br>2.0T thereafter<br>Saturday 1.5T first 3 hrs<br>2.0T thereafter<br>Sunday 2.0T for all hours<br>Public holiday 2.5T for all hours   |  |
|   | Part D--Printing & Graphic Arts Employees<br>Clause 165.1   | All work 1.5T first 2 hrs<br>2.0T thereafter   |  |
|   | Part E--Trades Assistants<br>Clause 173.1   | Monday to Friday 1.5T first 2 hours<br>2.0T thereafter<br>Saturday 1.5T first 2 hours<br>2.0T thereafter<br>Sunday 2.0T for all hours<br>Public holiday 2.5T for all hours   |  |
|   | Part F--Skilled Trades<br>Clause 192.1<br>Clause 192.4  | Monday to Friday 1.5T first 2 hours<br>2.0T thereafter<br>Saturday 1.5T first 2 hours<br>2.0T thereafter<br>Saturday 2.0T after 12pm<br>Sunday 2.0T for all hours<br>Public holiday 2.5T for all hours   |  |
|   | Part G--Hospitality Employees<br>Clause 214   | Monday to Friday 1.5T first 2 hours<br>2.0T thereafter<br>Saturday 1.75T first 3 hrs<br>2.0T thereafter<br>Sunday 2.0T for all hours<br>Public holiday 2.5T for all hours  |  |
| <b>Overtime Payment Rules</b>                                 | Section 2<br>Clause 16.8<br>Clause 16.7.3   | Part Time - Overtime paid for extra hours worked in excess of the hours for a full-time employee. Part time employees working in excess of full time hours will be paid overtime rates. Part time Security Officers are paid overtime rates for additional hours past contract hours   | The expansion of the FWHA to the majority of positions created under Section 6 will change existing rules for the payment of overtime. Overtime will be paid for directed overtime after 10 hours, outside of the bandwidth or on weekends |
|   | Section 2<br>Clause 19.4.3  | Casual employees are paid at overtime rates after 9 hours, or for extra hours worked in excess of the normal hours for a full-time employee. Overtime for casuals is based on the casual rate x OT rate  | Standard overtime rates will then apply as above.  |
|   | Part A--Administrative & Support Staff<br><br>Class Preparation Assistant – Schedule 11<br>Food School Assistant – Schedule 25<br>Stores Officer – Schedule 50<br>Disability Support- Schedule 19<br><br>Student Association Officers – Schedule 51<br>Laboratory Staff – Schedule 64 Cl 64.8 | Overtime is not payable if work is performed within the flextime bandwidth. For these 3 - Hours in excess of 9 hours per day or 40 hours per week are paid as overtime Hours in excess of 8 hrs per day are paid as overtime May accumulate leave in lieu of payment of overtime up to a maximum of three weeks per annum. Leave is accrued on an “hr for hr basis” Overtime is paid once 35 hrs are reached | Different rules for shiftworkers / casual employees not under the FWHA   |

| Condition                                       | Current entitlement – EA section  | Current entitlement detail   | Proposed Conditions  |
|---|---|--|--|
|   | Part B--Security & General Services Officers<br>Clause 140<br>Clause 128.3  | Changes to roster may incur overtime<br>Casuals get overtime after 8 hours   |  |
|   | Part C--Early Childhood Educators<br>Clause 152<br>Clause 151<br>Clause 158<br>Clause 152.3<br>Clause 145.2                 | All work outside normal<br>Overtime rates for part-time employees are ordinary time rates until the number of hours worked exceeds the hour a full-time employee would have worked.<br>Changes to roster may incur overtime  |  |
|   | Part D--Printing & Graphic Arts Employees<br>Clause 165<br>Clause 163.4   | Overtime paid after 8 hours<br>Work after 5.30pm attracts overtime   |  |
|   | Part E--Trades Assistants<br>Clause 173.1   | Overtime paid after 8 hrs  |  |
|   | Part F--Skilled Trades<br>Clause 192.1 / 4 / Clause 192.12.1  | Overtime paid after 8 hrs  |  |
|   | Part G--Hospitality Employees<br>Clause 214.2<br>Clause 208.3.7<br>Clause 211.7   | Outside ordinary hrs and/or spread of hours or roster<br>Part timers get overtime past agreed hours<br>Work performed during overnight stay  |  |
| <b>Overtime Minimum and Maximum Hours</b>       | Part A--Administrative & Support Staff<br>Clause 115.4  | Minimum 3 hrs for day workers Sat/Sun/PH   | Standard overtime minimum and maximum hours to apply to all positions created under Section 6.<br><br><ul style="list-style-type: none"> <li>Monday – Friday – as directed</li> <li>Sat / Sun / Public Holidays – Min 3 hours</li> </ul> Remove maximum overtime hours |
|   | Part B--Security & General Services Officers  | Public holiday - min 4 hrs   |  |
|   | Part C--Early Childhood Educators<br>Clause   | Saturday min 4 hrs<br>Sunday min 4 hrs<br>Public holiday min 4hrs  |  |
|   | Part D--Printing & Graphic Arts Employees   | No mention   |  |
|   | Part E--Trades Assistants<br>Clause 173.12  | Maximum 16 hours overtime in any one week  |  |
|   | Part F--Skilled Trades<br>Clause 192.12.1   | Maximum 16 hours overtime in any one week  |  |
|   | Part G--Hospitality Employees   | No mention   |  |
| <b>Rest periods between shifts</b>              | Part A--Administrative & Support Staff<br>Clause 114.2<br>Clause 114.3<br><br>Clause 112.9<br>Clause 112.10<br>Clause 115.5 | Shift workers – 8 hour break between overtime and ordinary duty, except if the OT is worked to effect a change of shift<br>Day workers - 8 hour break between overtime and ordinary duty, and overtime penalty rates will be paid if the employee is not released from duty for at least eight hours       | Standard rest periods between shifts provision to apply to all positions created under Section 6.<br><br><ul style="list-style-type: none"> <li>Day workers 10 hours</li> <li>Shift workers 8 hours</li> </ul> Overtime is paid if rest period not given               |
|   | Part B--Security & General Services Officers<br>Clause 137.6  | Shift workers - 8 hour break between overtime and ordinary duty.<br>Double time rates if the break is not given.<br>Day workers - 10 hour break between overtime and ordinary duty<br>Overtime rates paid if break is not given<br>Double time rates if the break is not given.                            |  |
|   | Part C--Early Childhood Educators<br>Clause 145.9.1   | 10 hour break between overtime and shift starts.<br>Overtime rates apply until the employee has had a 10 hour break. Can be reduced to 8 hours by request.   |  |
|   | Part D--Printing & Graphic Arts Employees<br>Clause 165.2   | 10 hour break between overtime and ordinary duty.<br>Overtime penalty rates will be paid in the case that the employee is not released from duty for at least 10 hours.<br>Double time rates are payable if the break is not given.  |  |
|   | Part E--Trades Assistants<br>Clause 173.2.1<br><br>Clause 173.2.3   | Shiftworkers 8 hours between shifts<br>10 hour break between overtime and ordinary duty<br>Overtime penalty rates will be paid in the case that the employee is not released from duty for at least ten hours plus reasonable travelling time.<br>Double time rates are payable if the break is not given. |  |
|   | Part F--Skilled Trades<br>Clause 192.1  | Shiftworkers 8 hours between shifts<br>10 hour break between overtime and ordinary duty<br>Overtime penalty rates will be paid if the employee is not released for at least 10 hrs.  |  |
|   | Part G--Hospitality Employees<br>Clause 214.2.5   | 8 hours between shifts   |  |
| <b>Oncall and Recall and Call Back, Standby</b> | Definitions   | Standby<br>Recall to duty  |  |

| Condition | Current entitlement – EA section                     | Current entitlement detail   | Proposed Conditions   |
|-----------|--|--|---|
|           | Part A--Administrative & Support Staff<br>Clause 116 | If the employee is recalled to the workplace, the rate for the recall is the usual overtime rate.<br>The minimum recall payment is 3 hours, subject to rules that limit payment if there are two or more recalls.<br>On call allowance is 90 cents per hour. | to all positions created under Section 6.<br><ul style="list-style-type: none"> <li>Standardise to On Call and Recall only – remove call back and standby</li> <li>Minimum call back 3 hours</li> </ul> |
|           | Clause 117.1   |  |   |
|           | Part B--Security & General Services Officers         | Minimum call back is 4 hours   |   |
|           | Part C--Early Childhood Educators                    | No provision   |   |
|           | Part D--Printing & Graphic Arts Employees            | No provision   |   |
|           | Part E--Trades Assistants<br>Clause 173.3            | Minimum call back is 4 hours for each recall<br>Meal allowance paid if more than 4 hours<br>Paid 20 min crib break after 4 hours if recall is more than 4 hours<br>Standby – paid at ordinary rates  |   |
|           | Clause 173.5.1                                       |  |   |
|           | Part F--Skilled Trades<br>Clause 192.3               | Minimum call back is 4 hours for each recall<br>Meal allowance paid if more than 4 hours<br>Paid 20 min crib break after 4 hours<br>Standby – paid at ordinary rates   |   |
|           | Clause 192.5   |  |   |
|           | Part G--Hospitality Employees                        | No provision   |   |



**TAFE NSW Administrative, Support and Related Enterprise Agreement**  
**Allowances to be included in Section 6**

| Condition  | Current entitlement – EA section   | Current entitlement detail  | Proposed Conditions  |
|--|--|---|--|
| <b>Broken Shift Allowance</b><br><br>Paid when employee works more than one shift per day                        | Part A--Administrative and Support Staff   | No allowance  | Expand provision and allowance to all new classifications in Section 6.<br><br>Maintain rate at:<br>\$17.90 per shift + \$9.22 excess fares  |
|  | Part B--Security & General Services Officers<br>Clause 132.2.1 & 132.2.2 - Schedules 65&66 | \$17.90 per shift<br>\$9.22 excess fares  |  |
|  | Part C--Early Childhood Educators  | No allowance  |  |
|  | Part D--Printing & Graphic Arts Employees  | No allowance  |  |
|  | Part E--Trades Assistants  | No allowance  |  |
|  | Part F--Skilled Trades   | No allowance  |  |
|  | Part G--Hospitality Employees<br>Clause 211.2  | Under 10 hrs – Nil<br>10 <10.5 – \$1.41, 10.5<11.5 - \$2.80, <=11.5 – 4.21  |  |
| <b>Certified Supervisor Allowance</b>  | Part A--Administrative and Support Staff   | No allowance  | Keep allowance specifically for employees in Children's Centres<br><br>\$37.16 per week or \$7.42 per day  |
|  | Part B--Security & General Services Officers   | No allowance  |  |
|  | Part C--Early Childhood Educators<br>Clause 150.4 - Schedule 69                            | Certified Supervisor Allowance<br>\$37.16 per week or \$7.42 per day  |  |
|  | Part D--Printing & Graphic Arts Employees  | No allowance  |  |
|  | Part E--Trades Assistants  | No allowance  |  |
|  | Part F--Skilled Trades   | No allowance  |  |
|  | Part G--Hospitality Employees  | No allowance  |  |
| <b>Community language</b><br><br>Possess and use community language to do the role                               | Part A--Administrative and Support Staff<br>Clause 108.1 - Schedule 62                     | Basic - \$1280<br>Higher - \$1924   | Expand to all classifications in Section 6 with clear definitions for CLAS allowance and entitlement<br><br>Remove Higher Allowance  |
|  | Part B--Security & General Services Officers   | No allowance  |  |
|  | Part C--Early Childhood Educators  | No allowance  |  |
|  | Part D--Printing & Graphic Arts Employees  | No allowance  |  |
|  | Part E--Trades Assistants  | No allowance  |  |
|  | Part F--Skilled Trades   | No allowance  |  |
|  | Part G--Hospitality Employees  | No allowance  |  |
| <b>First Aid Allowance</b>   | Part A--Administrative and Support Staff<br>Clause 109.1 - Schedule 62                     | Base level - \$824 pa<br>Higher qual - \$1238 pa  | Expand First Aid Allowance for new classifications<br><br>First Aid Allowance Base<br>\$3.22 per day, \$16.10 per week, \$837.20 pa<br><br>Occupational First Aid Allowance - \$1, 238 |
|  | Part B--Security & General Services Officers<br>Clause 131.1.2 - Schedules 65 & 66         | \$20.00 per week - \$1040.00 pa   |  |
|  | Part C--Early Childhood Educators  | No allowance  |  |
|  | Part D--Printing & Graphic Arts Employees  | No allowance  |  |
|  | Part E--Trades Assistants<br>Clause 178.1 - Schedule 71                                    | \$3.22 per day - \$16.10 p/w - \$837.20 pa  |  |
|  | Part F--Skilled Trades<br>Clause 198.1 - Schedule 72                                       | \$3.44 per day - \$17.20 per week - \$984 pa  |  |
|  | Part G--Hospitality Employees  | No allowance  |  |
| <b>Laundry Allowance</b>   | Part A--Administrative and Support Staff<br>Clause 106 - Schedule 63                       | \$4.50 per week   | Expand to all new classifications.<br><br>Clear definitions for allowance including mandatory requirement to wear<br><br>New laundry Allowance - \$4.50 per week                       |
|  | Part B--Security Officers<br>Clause 131.1.4 – Schedules 65 & 66                            | \$2.16 per shift - \$10.80 per week   |  |
|  | Part B--General Services Officers<br>Clause 131.1.4 - Schedules 65 & 66                    | \$2.27 per shift - \$11.35 per week   |  |
|  | Part C--Early Childhood Educators<br>Clause 150.2 - Schedule 69                            | Ironing - \$9.76 per week or \$1.95 per day<br>No Ironing - \$6.15 per week or \$1.23 per day                                     |  |
|  | Part D--Printing & Graphic Arts Employees  | No allowance  |  |
|  | Part E--Trades Assistants  | No allowance  |  |
|  | Part F--Skilled Trades   | No allowance  |  |
|  | Part G--Hospitality Employees<br>Clause 211.4 - Schedule 74                                | \$2.63 per item up to \$8.20 per week   |  |
|  | <b>Licences</b>  | Part A--Administrative and Support Staff  |  |
| Part B--Security & General Services Officers<br>Clause 135.2.1   |  | Security Officers will be paid 1/5 <sup>th</sup> of security licence reimbursed each year + training costs.                       |  |
| Part C--Early Childhood Educators  |  | No allowance  |  |
| Part D--Printing & Graphic Arts Employees  |  | No allowance  |  |
| Part E--Trades Assistants  |  | No allowance  |  |
| Part F--Skilled Trades<br>Clause 187.2 - Schedule 72<br>Clause 187.3 - Schedule 72<br>Clause 187.4 - Schedule 72 |  | Electrician A Grade - \$49.20 per week<br>Plumber & Drainer - \$2.37 per hour<br>Plumber & Drainer registration - \$0.96 per hour |  |
| Part G--Hospitality Employees  |  | No allowance  |  |

| Condition  | Current entitlement – EA section   | Current entitlement detail   |  | Proposed Conditions   |
|--|--|--|--|---|
| <b>Meal Expenses – Tier 1 &amp; 2 Locations – one day journeys</b>                             | Part A--Administrative and Support Staff<br>Clauses: 92.1 - Schedule 63    | <b>Tier 1 locations</b><br>Breakfast - \$24.90<br>Dinner – \$47.75<br>Lunch – \$28.00  | <b>Tier 2 Locations</b><br>Breakfast - \$22.30<br>Dinner – \$43.85<br>Lunch – \$25.45                    | Actual Meal expenses – up to the current limits will be reimbursed – allowance applies to all positions covered by Section 6<br><br><b>Tier 1 Locations</b><br>Breakfast - \$24.90<br>Dinner – \$47.75<br>Lunch – \$28.00<br><b>Tier 2 Locations</b><br>Breakfast - \$22.30<br>Dinner – \$43.85<br>Lunch – \$25.45  |
|  | Part B--Security & General Services Officers                               | No allowance   |  |   |
|  | Part C--Early Childhood Educators  | No allowance   |  |   |
|  | Part D--Printing & Graphic Arts Employees                                  | No allowance   |  |   |
|  | Part E--Trades Assistants  | No allowance   |  |   |
|  | Part F--Skilled Trades   | No allowance   |  |   |
|  | Part G--Hospitality Employees  | No allowance   |  |   |
| <b>Higher Duties</b>   | Part A--Administrative and Support Staff<br>Clause 125                     | For periods of 5 days or more - paid higher duties allowance at the rate of the higher classification or part thereof if not all responsibilities assumed  |  | Expand to all classifications in Section 6.<br><br>For periods of 5 days or more - paid higher duties allowance at the rate of the higher classification or part thereof if not all responsibilities assumed.   |
|  | Part B—Security & General Services Officers                                | No mention   |  |   |
|  | Part C--Early Childhood Educators  | No mention   |  |   |
|  | Part D--Printing & Graphic Arts Employees                                  | No mention   |  |   |
|  | Part E--Trades Assistants  | No mention   |  |   |
|  | Part F--Skilled Trades   | No mention   |  |   |
|  | Part G--Hospitality Employees  | No mention   |  |   |
| <b>Overtime Meal Allowance</b>   | Part A--Administrative and Support Staff<br>Clause 119 - Schedule 63       | Breakfast - \$27.70<br>Lunch - \$27.70<br>Dinner - \$27.70<br>Supper - \$10.25   |  | Actual expenses, up to the following limits to be reimbursed – allowance to apply to all positions in Section 6.<br><br>Breakfast - \$27.70<br>Lunch - \$27.70<br>Dinner - \$27.70<br>Supper - \$10.25<br><br>Limitations including:<br><ol style="list-style-type: none"><li>1. If 24 hours' notice of overtime is given then overtime meal allowance will not be paid</li><li>2. Receipts must be provided</li><li>3. 30 minute unpaid break to be taken*</li></ol><br>*if operationally required to remain on duty this 30 minute break will be paid |
|  | Driver GA - Clause 20.2 - Schedule 20                                      | Supper \$10.25   |  |   |
|  | Part B--Security & General Services Officers<br>Clause 137.3 - Schedule 67 | \$12.64<br>24 hours' notice limitation   |  |   |
|  | Part C--Early Childhood Educators<br>Clause 152.4                          | \$10.94  |  |   |
|  | Part D--Printing & Graphic Arts Employees                                  | No allowance   |  |   |
|  | Part E--Trades Assistants<br>Clause 173.8 - Schedule 71                    | \$14.10—after 1.5hrs<br>\$12.10—after 4hrs and each sub 4 hrs  |  |   |
|  | Part F--Skilled Trades<br>Clause 192.8 - Schedule 72                       | \$14.10—first meal<br>\$12.10—each subsequent meal   |  |   |
|  | Part G--Hospitality Employees<br>Clause 211.1.1<br>Clause 211.7            | \$12.92<br>\$12.92 meal on overnight stay  |  |   |
| <b>Remote Area Allowance</b>   | Section 2 – General Conditions   | With dependents<br>Grade A - \$1886<br>Grade B - \$2502<br>Grade C - \$3341  | Without dependents<br>Grade A - \$1316<br>Grade B - \$1754<br>Grade C - \$2340                           | Allowance to apply to all classifications in Section 6.<br><br>With dependents      Without dependents<br>Grade A - \$1886      Grade A - \$1316<br>Grade B - \$2502      Grade B - \$1754<br>Grade C - \$3341      Grade C - \$2340  |
|  | Part A--Administrative and Support Staff<br>Clause 101.2 - Schedule 63     | Identical to Section 2   |  |   |
|  | Part B--Security & General Services Officers                               | General conditions apply as above  |  |   |
|  | Part C--Early Childhood Educators  | General conditions apply as above  |  |   |
|  | Part D--Printing & Graphic Arts Employees                                  | General conditions apply as above  |  |   |
|  | Part E--Trades Assistants  | General conditions apply as above  |  |   |
|  | Part F--Skilled Trades   | General conditions apply as above  |  |   |
|  | Part G--Hospitality Employees  | General conditions apply as above  |  |   |
|  | <b>Transport / Excess Travel Time / Waiting Time</b>                       | Part A--Administrative and Support Staff<br>Clauses 89 & 90<br>Clause 124  | Excess Travelling / Waiting Time provided at standard rates with a limit of maximum rate Clerk G5+\$1.00 |   |
| Part B—Security & General Services Officers  |  | No allowance   |  |   |
| Part C--Early Childhood Educators  |  | No allowance   |  |   |
| Part D--Printing & Graphic Arts Employees  |  | No allowance   |  |   |
| Part E--Trades Assistants  |  | No allowance   |  |   |
| Part F--Skilled Trades<br>Clause 191.1 - Schedule 72<br><br>Clause 191.2<br><br>Clause 192.2.1 |  | Working away from headquarters<br>Excess fares and travelling time - \$22.70 per day<br>If transport provided - \$9.10 per day<br>Excess fares/ travel time – 1 <sup>st</sup> year app - \$19.02 pd<br>All other apprentices - \$22.10<br>Transport provided – 1 <sup>st</sup> year apps - \$7.60 pd<br>All other apprentices - \$9.00 per day |  |   |
| Part G--Hospitality Employees<br>Clause 211.6  |  | Costs reimbursed or paid for   |  |   |

| Condition                           | Current entitlement – EA section   | Current entitlement detail  | Proposed Conditions   |
|-------------------------------------|--|---|---|
| <b>Travelling allowances</b>        | Part A--Administrative and Support Staff<br>Clause 91.8 - Schedule 63        | Various rates for Tier 1 and Tier 2 cities and towns and other country centres<br>Incidental expenses - \$18.20<br>Daily allowance drops to 50% after 35 days   | TAFE NSW will in the first instance organise and pay and/or reimburse actual travel expenses with receipts.<br>TAFE NSW may elect to pay the current Tier 1 & 2 allowances instead<br>Incidental allowance to be removed<br>Daily allowance reduction to 50% after 35 days remains                  |
|                                     | Part B--Security & General Services Officers                                 | No allowance  |   |
|                                     | Part C--Early Childhood Educators  | No allowance  |   |
|                                     | Part D--Printing & Graphic Arts Employees                                    | No allowance  |   |
|                                     | Part E--Trades Assistants  | No allowance  |   |
|                                     | Part F--Skilled Trades   | No allowance  |   |
|                                     | Part G--Hospitality Employees  | No allowance  |   |
| <b>Use of private motor vehicle</b> | Part A--Administrative and Support Staff<br>Clause 99.3 + 99.6 - Schedule 63 | Car<br>Under 1600cc - \$0.63 p/km<br>1600cc – 2600cc - \$0.74 p/km<br>Over 2600cc - \$0.75 p/km Business Rate<br>Casual Rate (40% of business rate)<br>Motor Cycle – 31.5c per km<br>Towing trailer or horse float 9.75c per km | Apply rates to all positions covered by Section 6:<br><br>Car<br>Under 1600cc - \$0.63 p/km<br>1600cc – 2600cc - \$0.74 p/km<br>Over 2600cc - \$0.75 p/km Business Rate<br>Casual Rate (40% of business rate)<br>Motor Cycle – 31.5c per km<br><br>Remove towing trailer and horse float allowances |
|                                     | Part B--Security & General Services Officers<br>Clause 131.2 - Schedule 67   | Under 1600cc - \$0.66 p/km<br>1600cc – 2600cc - \$0.78 p/km<br>Over 2600cc - \$0.79 p/km  |   |
|                                     | Part C--Early Childhood Educators  | No allowance  |   |
|                                     | Part D--Printing & Graphic Arts Employees                                    | No allowance  |   |
|                                     | Part E--Trades Assistants  | No allowance  |   |
|                                     | Part F--Skilled Trades   | No allowance  |   |
|                                     | Part G--Hospitality Employees  | No allowance  |   |

**TAFE NSW Administrative, Support and Related Enterprise Agreement  
Allowances not to be included in Section 6**

The following allowances currently applicable for classifications in Section 2, Parts A-G of the current agreement will not be included in the new Section 6, as they are either not currently used, have very low usage or are no longer relevant.

| Condition   | Current entitlement – EA section                                       | Current entitlement detail                                    | Proposed Conditions                        |
|---|--|---|--|
| <b>Acid Furnaces, Stills</b><br><br>Working on brickwork in acid furnaces, stills & towers        | Part A--Administrative and Support Staff                               | No allowance  | Allowance not to be included in Section 6. |
|   | Part B--Security & General Services Officers                           | No allowance  |  |
|   | Part C--Early Childhood Educators                                      | No allowance  |  |
|   | Part D--Printing & Graphic Arts Employees                              | No allowance  |  |
|   | Part E--Trades Assistants<br>Clause 172.1.9 - Schedule 71              | \$3.76 per hour   |  |
|   | Part F--Skilled Trades   | No allowance  |  |
|   | Part G--Hospitality Employees  | No allowance  |  |
| <b>Asbestos Eradication</b><br><br>Working on removal or neutralising asbestos                    | Part A--Administrative and Support Staff                               | No allowance  | Allowance not to be included in Section 6  |
|   | Part B--Security & General Services Officers                           | No allowance  |  |
|   | Part C--Early Childhood Educators                                      | No allowance  |  |
|   | Part D--Printing & Graphic Arts Employees                              | No allowance  |  |
|   | Part E--Trades Assistants<br>Clause 172.1.20 - Schedule 71             | \$2.47 per hour   |  |
|   | Part F--Skilled Trades<br>Clause 187.14 - Schedule 72                  | \$0.98 per hour   |  |
|   | Part G--Hospitality Employees  | No allowance  |  |
| <b>Boiler Attendants Certificate</b><br><br>Employee required to hold a boiler attendants licence | Part A--Administrative and Support Staff                               | No allowance  | Allowance not to be included in Section 6  |
|   | Part B--Security Officers<br>Clause 131.1<br>General Services Officers | \$16.70 per week<br>\$15.20 per week                          |  |
|   | Part C--Early Childhood Educators                                      | No allowance  |  |
|   | Part D--Printing & Graphic Arts Employees                              | No allowance  |  |
|   | Part E--Trades Assistants  | No allowance  |  |
|   | Part F--Skilled Trades   | No allowance  |  |
|   | Part G--Hospitality Employees  | No allowance  |  |
|   | <b>Chokages / Fouled Equipment</b><br><br>Working on toilets etc       | Part A--Administrative and Support Staff                      |  |
| Part B--Security & General Services Officers  |  | No allowance  |  |
| Part C--Early Childhood Educators   |  | No allowance  |  |
| Part D--Printing & Graphic Arts Employees   |  | No allowance  |  |
| Part E--Trades Assistants   |  | No allowance  |  |
| Part F--Skilled Trades<br>Clause 197.1 - Schedule 72<br>Clause 197.2 - Schedule 72                |  | Chokage - \$9.34 per day<br>Fouled Equipment - \$9.34 per day |  |
| Part G--Hospitality Employees   |  | No allowance  |  |
| <b>Cold Places</b><br><br>Working in artificially refrigerated environments for >2 hrs per shift  | Part A--Administrative and Support Staff                               | No allowance  | Allowance not to be included in Section 6  |
|   | Part B--Security & General Services Officers                           | No allowance  |  |
|   | Part C--Early Childhood Educators                                      | No allowance  |  |
|   | Part D--Printing & Graphic Arts Employees                              | No allowance  |  |
|   | Part E--Trades Assistants<br>Clause 172.1.1 - Schedule 71              | \$0.74 per hour + 20 mins paid rest after each 2 hrs          |  |
|   | Part F--Skilled Trades   | No allowance  |  |
|   | Part G--Hospitality Employees  | No allowance  |  |
| <b>Confined Spaces</b><br><br>Working in a cramped environment or without sufficient ventilation  | Part A--Administrative and Support Staff                               | No allowance  | Allowance not to be included in Section 6. |
|   | Part B--Security & General Services Officers                           | No allowance  |  |
|   | Part C--Early Childhood Educators                                      | No allowance  |  |
|   | Part D--Printing & Graphic Arts Employees                              | No allowance  |  |
|   | Part E--Trades Assistants<br>Clause 172.1.2 - Schedule 71              | \$0.93 per hour   |  |
|   | Part F--Skilled Trades<br>Clause 187.5 - Schedule 72                   | \$0.98 per hour   |  |
|   | Part G--Hospitality Employees  | No allowance  |  |

| Condition   | Current entitlement – EA section   | Current entitlement detail   | Proposed Conditions                        |
|---|--|--|--|
| <b>Contingency Allowance</b><br><br>Includes – refuse disposal, ablution facilities, plumbing blockages, stores, or minor repairs | Part A--Administrative and Support Staff   | No allowance   | Allowance not to be included in Section 6. |
|   | Part B-- General Services Officers only<br>Clause 131.5.2 - Schedule 66  | 1-10 hours per week - \$9.65<br>11-25 hours per week - \$15.12<br>26-38 hours per week - \$20.37   |  |
|   | Part C--Early Childhood Educators  | No allowance   |  |
|   | Part D--Printing & Graphic Arts Employees  | No allowance   |  |
|   | Part E--Trades Assistants  | No allowance   |  |
|   | Part F--Skilled Trades   | No allowance   |  |
|   | Part G--Hospitality Employees  | No allowance   |  |
| <b>Depth</b><br><br>Working in tunnels >3m below ground   | Part A--Administrative and Support Staff   | No allowance   | Allowance not to be included in Section 6. |
|   | Part B--Security & General Services Officers   | No allowance   |  |
|   | Part C--Early Childhood Educators  | No allowance   |  |
|   | Part D--Printing & Graphic Arts Employees  | No allowance   |  |
|   | Part E--Trades Assistants<br>Clause 172.1.11 - Schedule 71   | \$0.74 per hour  |  |
|   | Part F--Skilled Trades   | No allowance   |  |
|   | Part G--Hospitality Employees  | No allowance   |  |
| <b>Dirty Work</b><br><br>Work deemed dirty in comparison to that normally encountered by the trade concerned                      | Part A--Administrative and Support Staff   | No allowance   | Allowance not to be included in Section 6. |
|   | Part B--Security & General Services Officers   | No allowance   |  |
|   | Part C--Early Childhood Educators  | No allowance   |  |
|   | Part D--Printing & Graphic Arts Employees  | No allowance   |  |
|   | Part E--Trades Assistants<br>Clause 172.1.3 - Schedule 71  | \$0.74 per hour  |  |
|   | Part F--Skilled Trades<br>Clause 187.6 - Schedule 72   | \$0.81 per hour  |  |
|   | Part G--Hospitality Employees  | No allowance   |  |
| <b>Distant Work / Camping</b>   | Part A--Administrative and Support Staff<br>Clause 97.2 - Schedule 63  | Established camp - \$29.80 p/n<br>Non established camp - \$39.40 p/n<br>In excess of 40 nights/year - +\$9.40 p/n<br>Camping equipment - \$29.80 p/n<br>Bedding and sleeping bag - \$4.95p/n   | Allowance not to be included in Section 6. |
|   | Part B--Security & General Services Officers   | No allowance   |  |
|   | Part C--Early Childhood Educators  | No allowance   |  |
|   | Part D--Printing & Graphic Arts Employees  | No allowance   |  |
|   | Part E--Trades Assistants<br>Clause 177.4<br>Clause 177.5<br>Clause 177.7.4<br>Clause 177.8<br>Clause 172.1.17 - Schedule 71 | Expenses of reaching home and transporting tools - \$21.90 per day<br>Board and lodging allow - \$475.40 p/week<br>Camping - \$27.30 per day<br>Return home at weekend - \$37.63 p/occ<br>Distant work<br>Group a - \$1.42 per day, Group b - \$2.32, per day,<br>Group c - \$2.32 per day |  |
|   | Part F--Skilled Trades<br>Clauses 196 - Schedule 72  | Expenses of reaching home and transporting tools - \$21.90 per day<br>Board and lodging allow - \$475.40 p/week<br>Broken week - \$68.00 per day<br>Return home at weekend - \$37.63 p/occ   |  |
|   | Part G--Hospitality Employees  | No allowance   |  |
|   |  |  |  |
| <b>Explosive Power Tools</b><br><br>Working with explosive power tools  | Part A--Administrative and Support Staff   | No allowance   | Allowance not to be included in Section 6. |
|   | Part B--Security & General Services Officers   | No allowance   |  |
|   | Part C--Early Childhood Educators  | No allowance   |  |
|   | Part D--Printing & Graphic Arts Employees  | No allowance   |  |
|   | Part E--Trades Assistants<br>Clause 172.1.16 - Schedule 71   | \$1.78 per day   |  |
|   | Part F--Skilled Trades   | No allowance   |  |
|   | Part G--Hospitality Employees  | No allowance   |  |
| <b>Foundry Allowance</b><br><br>Working in a foundry in Illawarra Institute   | Part A--Administrative and Support Staff   | No allowance   | Allowance not to be included in Section 6. |
|   | Part B--Security & General Services Officers   | No allowance   |  |
|   | Part C--Early Childhood Educators  | No allowance   |  |
|   | Part D--Printing & Graphic Arts Employees  | No allowance   |  |
|   | Part E--Trades Assistants<br>Clause 172.1.19 - Schedule 71   | \$0.54 per hour  |  |
|   | Part F--Skilled Trades   | No allowance   |  |
|   | Part G--Hospitality Employees  | No allowance   |  |

| Condition   | Current entitlement – EA section   | Current entitlement detail  | Proposed Conditions                        |
|---|--|---|--|
| <b>Furniture Removal Allowance</b><br><br>Moving furniture for >3 hrs per day                                 | Part A--Administrative and Support Staff   | No allowance  | Allowance not to be included in Section 6. |
|   | Part B--Security Officers<br>Clause 131.1.3 - Schedules 65 & 66<br>General Services Officers<br>Clause 131.1.3 - Schedules 65 & 66   | \$3.30 per shift<br>\$2.95 per shift<br>If required to move furniture >3 hrs per shift or day |  |
|   | Part C--Early Childhood Educators  | No allowance  |  |
|   | Part D--Printing & Graphic Arts Employees  | No allowance  |  |
|   | Part E--Trades Assistants  | No allowance  |  |
|   | Part F--Skilled Trades   | No allowance  |  |
|   | Part G--Hospitality Employees  | No allowance  |  |
|   | <b>General Scale Clerk Step 14 &lt;1979</b><br><br>Allowance paid in lieu of Step 14 in General Scale clerk structure for employees who were a GS Clerk Step 13 prior to 1979. | Part A--Administrative and Support Staff<br>General Scale Clerk - Schedule 12                 |  |
| Part B--Security & General Services Officers  |  | No allowance  |  |
| Part C--Early Childhood Educators   |  | No allowance  |  |
| Part D--Printing & Graphic Arts Employees   |  | No allowance  |  |
| Part E--Trades Assistants   |  | No allowance  |  |
| Part F--Skilled Trades  |  | No allowance  |  |
| Part G--Hospitality Employees   |  | No allowance  |  |
| <b>Height Money</b><br><br>Working at height of 7.5m above ground level.<br>Not paid if protected by scaffold |  | Part A--Administrative and Support Staff  | No allowance                               |
|   | Part B--Security & General Services Officers   | No allowance  |  |
|   | Part C--Early Childhood Educators  | No allowance  |  |
|   | Part D--Printing & Graphic Arts Employees  | No allowance  |  |
|   | Part E--Trades Assistants<br>Clause 172.1.4 - Schedule 71  | 7.5m - \$0.74 per hour<br>For every additional 3m - \$0.24 per hour                           |  |
|   | Part F--Skilled Trades<br>Clause 187.7 - Schedule 72   | 7.5m - \$0.81 per hour  |  |
|   | Part G--Hospitality Employees  | No allowance  |  |
|   | <b>Hot places</b><br><br>Working in artificially heated environments   | Part A--Administrative and Support Staff  | No allowance                               |
| Part B--Security & General Services Officers  |  | No allowance  |  |
| Part C--Early Childhood Educators   |  | No allowance  |  |
| Part D--Printing & Graphic Arts Employees   |  | No allowance  |  |
| Part E--Trades Assistants<br>Clause 172.1.5 - Schedule 71   |  | 46 degrees c – 54 degrees c - \$0.74 per hour<br>>54c - \$0.93 per hour                       |  |
| Part F--Skilled Trades  |  | No allowance  |  |
| Part G--Hospitality Employees   |  | No allowance  |  |
| <b>Insulation Material</b><br><br>Working with insulation material  |  | Part A--Administrative and Support Staff  | No allowance                               |
|   | Part B--Security & General Services Officers   | No allowance  |  |
|   | Part C--Early Childhood Educators  | No allowance  |  |
|   | Part D--Printing & Graphic Arts Employees  | No allowance  |  |
|   | Part E--Trades Assistants<br>Clause 172.1.6 - Schedule 71  | Pumice Insulation - \$0.74 per hour<br>Silicate - \$0.93 per hour                             |  |
|   | Part F--Skilled Trades<br>Clause 187.8 - Schedule 72   | \$0.98 per hour   |  |
|   | Part G--Hospitality Employees  | No allowance  |  |
|   | <b>Locomotion Allowance</b>  | Part A--Administrative and Support Staff  | No allowance                               |
| Part B--General Services Officers only<br>Clause 131.5.5 - Schedule 65 & 66                                   |  | \$32.39 per week for motorcycle<br>\$2.56 per week for bicycle                                |  |
| Part C--Early Childhood Educators   |  | No allowance  |  |
| Part D--Printing & Graphic Arts Employees   |  | No allowance  |  |
| Part E--Trades Assistants   |  | No allowance  |  |
| Part F--Skilled Trades  |  | No allowance  |  |
| Part G--Hospitality Employees   |  | No allowance  |  |
| <b>Mixed functions</b>  |  | Part A--Administrative and Support Staff  | No mention                                 |
|   | Part B--Security & General Services Officers<br>Clause 139   | If >= 2 hrs at higher rate – full shift paid<br>If < 2 hrs at higher rate – only hrs worked   |  |
|   | Part C--Early Childhood Educators<br>Clause 156  | If >= 4 hrs at higher rate – full shift paid<br>If < 4 hrs at higher rate – only hrs worked   |  |
|   | Part D--Printing & Graphic Arts Employees  | No allowance  |  |
|   | Part E--Trades Assistants<br>Clause  | If >= 2 hrs at higher rate – full shift paid<br>If < 2 hrs at higher rate – only hrs worked   |  |
|   | Part F--Skilled Trades<br>Clause 190   | If >= 2 hrs at higher rate – full shift paid<br>If < 2 hrs at higher rate – only hrs worked   |  |
|   | Part G--Hospitality Employees<br>Clause 201.1  | If >= 2 hrs at higher rate – full shift paid<br>If < 2 hrs at higher rate – only hrs worked   |  |

| Condition   | Current entitlement – EA section   | Current entitlement detail   | Proposed Conditions                        |
|---|--|--|--|
| <b>Leading Hand Allowance</b>   | Part A--Administrative and Support Staff   | No allowance   | Allowance not to be included in Section 6. |
|   | Gardening staff - Schedule 28  | In charge of 1-5 - \$2663 per annum<br>In charge of 6-10 – \$3388 per annum<br>In charge of over 10 - \$4432 per annum   |  |
|   | Hospitality Officer - Clause 30.1.1 - Schedule 30  | In charge of 1-5 - \$36.53 per week<br>In charge of 6-10 – \$41.34 per week<br>In charge of over 10 - \$53.90 per week   |  |
|   | Part B--Security & General Services Officers<br>Clause 131.1.5 - Schedules 65 & 66                         | In charge of 1-5 - \$38.20 per week<br>In charge of 6-10 - \$43.30 per week<br>In charge of 11-15 - \$56.60 per week<br>In charge of 16-20 – \$65.50 per week<br>In charge of over 20 - \$65.50 per week + Security - \$0.95 for each employee > 20<br>GSO - \$0.51 for each employee > 20 |  |
|   | Clause 131.5.1 - Schedule 66   | \$23.81<br>Acting as leading hand successfully completed<br>Cleaning Supervisors course or equivalent<br>qualification   |  |
|   | Part C--Early Childhood Educators<br>Clause 149.2  | Employees receiving allowance as at July 1997 will<br>continue   |  |
|   | Part D--Printing & Graphic Arts Employees  | No allowance   |  |
|   | Part E--Trades Assistants  | No allowance   |  |
|   | Part F--Skilled Trades<br>Clause 189 - Schedule 72   | In charge of 1-5 - \$50.70 per week<br>In charge of 6-10 - \$64.80 per week<br>In charge of over 10 - \$84.40 per week   |  |
| Clause 190.2  | If required to act as leading hand at<br>commencement of shift – will be paid allowance<br>for whole shift |  |  |
| Part G--Hospitality Employees   | No allowance   |  |  |
| <b>Multi-Purpose Machines Allowance / Operating Plant / Machinery</b><br>A - Operating Plant (licenced) for more than 8 hours per week<br>B - Required to operate multi-function machine inc mobile sweeping or forklift or similar | Part A--Administrative and Support Staff<br>Gardening Staff - Clause 28.5                                  | No allowance<br>Operating Plant (licenced) for more than 8 hours<br>per week - \$3.17 per week   | Allowance not to be included in Section 6. |
|   | Part B--General Services Officers only<br>Clause 131.5.4 - Schedule 66                                     | \$2.95 per shift   |  |
|   | Part C--Early Childhood Educators  | No allowance   |  |
|   | Part D--Printing & Graphic Arts Employees  | No allowance   |  |
|   | Part E--Trades Assistants  | No allowance   |  |
|   | Part F--Skilled Trades   | No allowance   |  |
|   | Part G--Hospitality Employees  | No allowance   |  |
| <b>Noxious substances</b><br>Working with Epoxy or in close proximity   | Part A--Administrative and Support Staff   | No allowance   | Allowance not to be included in Section 6. |
|   | Part B--Security & General Services Officers   | No allowance   |  |
|   | Part C--Early Childhood Educators  | No allowance   |  |
|   | Part D--Printing & Graphic Arts Employees  | No allowance   |  |
|   | Part E--Trades Assistants<br>Clause 172.1.18 - Schedule 71   | Using Epoxy - \$0.93 per hour<br>Applying in air cond buildings - \$0.62 p/hr<br>Close proximity - \$0.74 per hour   |  |
|   | Part F--Skilled Trades<br>Clause 187.13 - Schedule 72  | Using Epoxy - \$0.98 per hour<br>Applying in air cond buildings - \$0.67 p/hr<br>Close proximity - \$0.81 per hour   |  |
|   | Part G--Hospitality Employees  | No allowance   |  |
| <b>Overnight duties on weekends and vacation trips</b>  | Part A--Administrative and Support Staff<br>Student Association Officers only<br>Schedule 51               | No allowance<br>\$96.24 per night  | Allowance not to be included in Section 6. |
|   | Part B--Security & General Services Officers   | No allowance   |  |
|   | Part C--Early Childhood Educators  | No allowance   |  |
|   | Part D--Printing & Graphic Arts Employees  | No allowance   |  |
|   | Part E--Trades Assistants  | No allowance   |  |
|   | Part F--Skilled Trades   | No allowance   |  |
|   | Part G--Hospitality Employees<br>Clause 211.7  | Overnight stay at employer's premises - \$44.13 per<br>time  |  |

| Condition   | Current entitlement – EA section   | Current entitlement detail   | Proposed Conditions                        |
|---|--|--|--|
| <b>Proficiency Allowance</b><br><br>Paid to apprentice gardeners for each successfully completed year of training       | Part A--Administrative and Support Staff<br>Apprentice Gardeners – Schedule                | No allowance<br>\$1.00 per week  | Allowance not to be included in Section 6. |
|   | Part B--Security & General Services Officers   | No allowance   |  |
|   | Part C--Early Childhood Educators  | No allowance   |  |
|   | Part D--Printing & Graphic Arts Employees  | No allowance   |  |
|   | Part E--Trades Assistants  | No allowance   |  |
|   | Part F--Skilled Trades   | No allowance   |  |
|   | Part G--Hospitality Employees  | No allowance   |  |
| <b>Refrigeration Drivers' Certificate</b><br><br>If required to hold a Refrigeration Drivers' Certificate of Competency | Part A--Administrative and Support Staff   | No allowance   | Allowance not to be included in Section 6. |
|   | Part B--Security Officers<br>General Services Officers<br>Clause 131.3 - Schedules 65 & 66 | No allowance<br>\$16.90 week<br>\$15.55 week   |  |
|   | Part C--Early Childhood Educators  | No allowance   |  |
|   | Part D--Printing & Graphic Arts Employees  | No allowance   |  |
|   | Part E--Trades Assistants  | No allowance   |  |
|   | Part F--Skilled Trades   | No allowance   |  |
|   | Part G--Hospitality Employees  | No allowance   |  |
| <b>Roof Work</b><br><br>Repairs to roof >12m  | Part A--Administrative and Support Staff   | No allowance   | Allowance not to be included in Section 6. |
|   | Part B--Security & General Services Officers   | No allowance   |  |
|   | Part C--Early Childhood Educators  | No allowance   |  |
|   | Part D--Printing & Graphic Arts Employees  | No allowance   |  |
|   | Part E--Trades Assistants  | No allowance   |  |
|   | Part F--Skilled Trades<br>Clause 187.12 - Schedule 72                                      | No allowance<br>\$0.98 per hour  |  |
|   | Part G--Hospitality Employees  | No allowance   |  |
| <b>Septic Tanks</b><br><br>Work in a septic tank  | Part A--Administrative and Support Staff   | No allowance   | Allowance not to be included in Section 6. |
|   | Part --Security & General Services Officers  | No allowance   |  |
|   | Part C--Early Childhood Educators  | No allowance   |  |
|   | Part D--Printing & Graphic Arts Employees  | No allowance   |  |
|   | Part E--Trades Assistants<br>Clause 172.1.13 - Schedule 71                                 | No allowance<br>\$8.75 per day   |  |
|   | Part F--Skilled Trades   | No allowance   |  |
|   | Part G--Hospitality Employees  | No allowance   |  |
| <b>Smoke Boxes</b><br><br>Working on repairs to smoke boxes, furnaces or flues of boilers or inside oiled fired burners | Part A--Administrative and Support Staff   | No allowance   | Allowance not to be included in Section 6. |
|   | Part B--Security & General Services Officers   | No allowance   |  |
|   | Part C--Early Childhood Educators  | No allowance   |  |
|   | Part D--Printing & Graphic Arts Employees  | No allowance   |  |
|   | Part E--Trades Assistants<br>Clause 172.1.7 - Schedule 71                                  | No allowance<br>Repairs - \$0.48 per hour<br>Inside oil-fired burners - \$1.82 per hour      |  |
|   | Part F--Skilled Trades   | No allowance   |  |
|   | Part G--Hospitality Employees  | No allowance   |  |
| <b>Soil pipes</b><br><br>Work on toilets or waste pipes when used for venereal patients in hospitals or ships.          | Part A--Administrative and Support Staff   | No allowance   | Allowance not to be included in Section 6. |
|   | Part B--Security & General Services Officers   | No allowance   |  |
|   | Part C--Early Childhood Educators  | No allowance   |  |
|   | Part D--Printing & Graphic Arts Employees  | No allowance   |  |
|   | Part E--Trades Assistants  | No allowance   |  |
|   | Part F--Skilled Trades<br>Clause 187.11 - Schedule 72                                      | No allowance<br>\$0.98 per hour  |  |
|   | Part G--Hospitality Employees  | No allowance   |  |
| <b>Student Association Officer L2 allowance</b>   | Part A--Administrative and Support Staff   | No allowance   | Allowance not to be included in Section 6. |
|   | Student Association Officers<br>Schedule 51  | Appointees to SAO L2 Step 4 will receive this as an allowance<br>SAO level 2 <2001 Allowance |  |
|   | Part B--Security & General Services Officers   | No allowance   |  |
|   | Part C--Early Childhood Educators  | No allowance   |  |
|   | Part D--Printing & Graphic Arts Employees  | No allowance   |  |
|   | Part E--Trades Assistants  | No allowance   |  |
|   | Part F--Skilled Trades   | No allowance   |  |
|   | Part G--Hospitality Employees  | No allowance   |  |



| Condition  | Current entitlement – EA section                                       | Current entitlement detail   | Proposed Conditions                        |
|--|--|--|--|
| <b>Swing Scaffolds</b><br><br>Working on a swing or suspended scaffold                                   | Part A--Administrative and Support Staff                               | No allowance   | Allowance not to be included in Section 6. |
|  | Part B--Security & General Services Officers                           | No allowance   |  |
|  | Part C--Early Childhood Educators                                      | No allowance   |  |
|  | Part D--Printing & Graphic Arts Employees                              | No allowance   |  |
|  | Part E--Trades Assistants<br>Clause 172.1.12 - Schedule 71             | First four hours - \$5.43 fixed rate<br>Each hour thereafter - \$1.11 per hour<br>Solid plasterers - \$0.24 per hour   |  |
|  | Part F--Skilled Trades   | No allowance   |  |
|  | Part G--Hospitality Employees  | No allowance   |  |
| <b>Toilet Allowance</b><br><br>Working on toilets or kneeling work on hard surfaces                      | Part A--Administrative and Support Staff                               | No allowance   | Allowance not to be included in Section 6. |
|  | Part B--General Services Officers only<br>Clause 131.5.3 - Schedule 66 | \$12.11 per week   |  |
|  | Part C--Early Childhood Educators                                      | No allowance   |  |
|  | Part D--Printing & Graphic Arts Employees                              | No allowance   |  |
|  | Part E--Trades Assistants  | No allowance   |  |
|  | Part F--Skilled Trades   | No allowance   |  |
|  | Part G--Hospitality Employees  | No allowance   |  |
| <b>Tools – loss of</b><br><br>Theft of tools if stolen out of hrs from work location                     | Part A--Administrative and Support Staff                               | No allowance   | Allowance not to be included in Section 6. |
|  | Part B--Security & General Services Officers                           | No allowance   |  |
|  | Part C--Early Childhood Educators                                      | No allowance   |  |
|  | Part D--Printing & Graphic Arts Employees                              | No allowance   |  |
|  | Part E--Trades Assistants  | No allowance   |  |
|  | Part F--Skilled Trades<br>Clause 201 - Schedule 72                     | Reimbursement up to \$1691.34  |  |
|  | Part G--Hospitality Employees  | No allowance   |  |
| <b>Tools</b><br><br>Expense allowance for tools – forms part of ordinary pay                             | Part A--Administrative and Support Staff                               | No allowance   | Allowance not to be included in Section 6. |
|  | Part B--Security & General Services Officers                           | No allowance   |  |
|  | Part C--Early Childhood Educators                                      | No allowance   |  |
|  | Part D--Printing & Graphic Arts Employees                              | No allowance   |  |
|  | Part E--Trades Assistants  | No allowance   |  |
|  | Part F--Skilled Trades<br>Clause 188 - Schedule 72                     | <b>Expense related</b><br>Carpenter - \$29.10 pw<br>Drainer - \$29.10 pw<br>Fitter - \$29.10 pw<br>Painter - \$7.10 pw<br>Plumber - \$29.10 pw<br>Plumber & Gasfitter - \$29.10 pw<br>Plumber, Gasfitter & Drainer - \$29.10 pw<br>Turner - \$29.10 – pw<br><b>Wage Related</b><br>Electrical Fitter – \$20.20 pw<br>Electrical Fitter/Mech – \$20.20 pw<br>Plant Electrician– \$20.20 pw<br>Radio Mechanic/Fitter– \$20.20 pw<br>Refrig &/or Air Cond Mech – \$20.20 pw |  |
|  | Part G--Hospitality Employees<br>Clause 211.5                          | Clothing and tools either supplied or reimbursed   |  |
| <b>Torches</b><br><br>If employee provides own torch allowance paid for replacement batteries and globes | Part A--Administrative and Support Staff                               | No allowance   | Allowance not to be included in Section 6. |
|  | Part B--Security Officers  | \$1.10 per shift   |  |
|  | Part B-- General Services Officers<br>Clause 131.4 - Schedules 65 & 66 | \$0.97 per shift   |  |
|  | Part C--Early Childhood Educators                                      | No allowance   |  |
|  | Part D--Printing & Graphic Arts Employees                              | No allowance   |  |
|  | Part E--Trades Assistants  | No allowance   |  |
|  | Part F--Skilled Trades   | No allowance   |  |
| Part G--Hospitality Employees  | No allowance   |  |  |
| <b>Towers</b><br><br>Work on tower type structure >15m   | Part A--Administrative and Support Staff                               | No allowance   | Allowance not to be included in Section 6. |
|  | Part B--Security & General Services Officers                           | No allowance   |  |
|  | Part C--Early Childhood Educators                                      | No allowance   |  |
|  | Part D--Printing & Graphic Arts Employees                              | No allowance   |  |
|  | Part E--Trades Assistants<br>Clause 172.1.10 - Schedule 71             | \$0.74 per hour  |  |
|  | Part F--Skilled Trades<br>Clause 187.10 - Schedule 72                  | First 15m - \$0.81 per hour<br>Each subsequent 15m +\$0.81 per hour  |  |
|  | Part G--Hospitality Employees  | No allowance   |  |

| Condition  | Current entitlement – EA section   | Current entitlement detail  | Proposed Conditions                        |
|--|--|---|--|
| <b>Wet Places</b><br><br>Working where water is dripping or underfoot and wetting boots and trousers or working on a boat or working knee deep in mud or water<br><br>Not paid if boots supplied | Part A--Administrative and Support Staff   | No allowance  | Allowance not to be included in Section 6. |
|  | Part B--Security & General Services Officers   | No allowance  |  |
|  | Part C--Early Childhood Educators  | No allowance  |  |
|  | Part D--Printing & Graphic Arts Employees  | No allowance  |  |
|  | Part E--Trades Assistants<br>Clause 172.1.8 - Schedule 71                                  | Wet places - \$0.74 per hour<br>Punt or boat – \$2.86 per day<br>Knee deep – \$5.82 per day   |  |
|  | Part F--Skilled Trades<br>Clause 187.9 - Schedule 72                                       | Wet places - \$0.81 per hour<br>Punt or boat – \$3.11 per day<br>Knee deep – \$6.28 per day   |  |
|  | Part G--Hospitality Employees  | No allowance  |  |
| <b>Travel assistance on Annual leave from Remote Area</b>  | Part A--Administrative and Support Staff<br>Clause 102.1 - Schedule 63<br><br>Clause 102.2 | Car – Casual rate up to 2850km less \$46.50<br>By other transport with dependents – Actual expenses in excess of \$46.50 up to \$311.50<br>By other transport without dependents – Actual expenses in excess of \$46.50 up to \$153.85<br>By Rail – Actual rail fare less \$46.50<br>Accommodation - \$2.50pp p/n for 2 nights on both forward & return journeys if travelling in own car & travelling more than 480km from home<br>Accommodation - \$2.50pp p/n for one night on forward & return journeys if travelling by other transport and travelling more than 480km from home | Allowance not to be included in Section 6. |
|  | Part B--Security & General Services Officers   | General conditions apply as above   |  |
|  | Part C--Early Childhood Educators  | General conditions apply as above   |  |
|  | Part D--Printing & Graphic Arts Employees  | General conditions apply as above   |  |
|  | Part E--Trades Assistants  | General conditions apply as above   |  |
|  | Part F--Skilled Trades   | General conditions apply as above   |  |
|  | Part G--Hospitality Employees  | General conditions apply as above   |  |
|  | Deduction for resident security officer  | Part A--Administrative and Support Staff  |  |
| Part B--Security & General Services Officers   |  | No allowance  |  |
| Part C--Early Childhood Educators  |  | No allowance  |  |
| Part D--Printing & Graphic Arts Employees  |  | No allowance  |  |
| Part E--Trades Assistants  |  | No allowance  |  |
| Part F--Skilled Trades   |  | No allowance  |  |
| Part G--Hospitality Employees  |  | No allowance  |  |
| Phone line at home   | Part A--Administrative and Support Staff   | No allowance  | Allowance not to be included in Section 6. |
|  | Part B--Security & General Services Officers   | No allowance  |  |
|  | Part C--Early Childhood Educators  | No allowance  |  |
|  | Part D--Printing & Graphic Arts Employees  | No allowance  |  |
|  | Part E--Trades Assistants  | No allowance  |  |
|  | Part F--Skilled Trades   | No allowance  |  |
|  | Part G--Hospitality Employees  | No allowance  |  |
| Room as home office  | Part A--Administrative and Support Staff   | No allowance  | Allowance not to be included in Section 6. |
|  | Part B--Security & General Services Officers   | No allowance  |  |
|  | Part C--Early Childhood Educators  | No allowance  |  |
|  | Part D--Printing & Graphic Arts Employees  | No allowance  |  |
|  | Part E--Trades Assistants  | No allowance  |  |
|  | Part F--Skilled Trades   | No allowance  |  |
|  | Part G--Hospitality Employees  | No allowance  |  |
| Garage   | Part A--Administrative and Support Staff   | No allowance  | Allowance not to be included in Section 6. |
|  | Part B--Security & General Services Officers   | No allowance  |  |
|  | Part C--Early Childhood Educators  | No allowance  |  |
|  | Part D--Printing & Graphic Arts Employees  | No allowance  |  |
|  | Part E--Trades Assistants  | No allowance  |  |
|  | Part F--Skilled Trades   | No allowance  |  |
|  | Part G--Hospitality Employees  | No allowance  |  |