Terms of AWA Offered

Australian Workplace Agreement 2007 – 2012

Casual Employment

General Staff

Australian Catholic University Limited
(ABN 150 50 192 660)
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SECTION 1 AGREEMENT ARRANGEMENTS

1.1 Parties to the Agreement

This Australian Workplace Agreement is made

Between the Australian Catholic University (A.B.N. 15 050 192 660) ("the employer")
situated at 40 Edward Street North Sydney NSW 2060

AND ............................................................................................................................. ("the employee")
of ................................................................................................................................

1.2 Definitions

This clause contains definitions of relevant terms used throughout this Agreement. Where a term is specific to a particular clause, the definition for that term appears in the relevant clause.

In this Agreement, the following definitions will apply:

(i) “Act” means the Workplace Relations Act 1996 (as amended).

(ii) “Afternoon shift” means any shift finishing after 7:00 pm and at or before midnight.

(iii) “Broken shift” means an ordinary shift worked in two periods of duty during the hours 7:30 am to 7:00 pm.

(iv) “Casual General staff member” means an employee who is engaged to perform the work of a position classified in accordance with Schedule 1 and who is employed and paid by the hour in accordance with the wage rates set out in Schedule 1.

(v) “Commission” means the Australian Industrial Relations Commission.

(vi) “Comprehensively” means in addition to its ordinary meaning, the exclusion of all things that might otherwise be implied, were it not for this definition.

(vii) “Consultation” means that the relevant participants in the consultative process will confer and that the views expressed by them will be taken into account before final decisions are made. To avoid doubt, “Consultation” does not imply that agreement needs to be reached.

(viii) “HEWRRs” means the Higher Education Workplace Relations Requirements, the program of workplace relations and funding arrangements of that name announced by the Commonwealth Government in April 2005.

(ix) “Night shift” means any shift finishing after midnight and at or before 7:30 am.

(x) “Nominated supervisor” means a member of staff who is formally assigned the responsibility of supervising one or more staff or a group of staff.

(xi) “Ordinary Casual rate” means the wage rate payable to a Casual General staff member in accordance with the rate set out in Schedule 1.

(xii) “Ordinary time shift” means any period of work starting at or after 7:30 am and finishing at or before 7:00 pm and for which no shift allowance applies.

(xiii) “Parties” means the Australian Catholic University Limited and you.
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(xiv) “Protected Allowable Award Matters” means the matters set out in clause 1.7.4

(xv) “Public holiday” means the days referred to in sub-section 4.7

(xvi) “Staff member” means the employee named in sub-section 1.1

(xvii) “Term of this Agreement” means the period between the dates specified in sub-section 1.5

(xviii) “University” means Australian Catholic University Limited (A.B.N. 15 050 192 660), a Company limited by guarantee.

(xix) “University holiday” means any days notified by the University as being University holidays and usually includes days during the University shut down period at the conclusion of each academic year.

(xx) “Workplace Authority” means the agency of that name referred to in the Workplace Relations Act, 1996.

1.3 Objectives of the Agreement

The objectives of this Agreement are to provide consideration for the performance of your duties as an employee of the University, in the course of which you agree that you will:

- support the effective implementation of the University’s Mission and Revised Strategic Plan 1999 – 2008 and any subsequent Plan adopted by the University and those strategies emanating from the Plan or any subsequently adopted Plan;

- assist the University to implement quality improvement measures and address recommendations made to it from time to time by the Australian Universities Quality Agency;

- support the University in meeting the criteria for funding initiatives provided for from time to time by the Commonwealth Government or by the Government of any State or Territory; and,

- well and faithfully discharge as its employee all your duties to the University that are implied at common law or required by this Agreement.

To avoid doubt, although referred to in this Agreement, the University Mission and Strategic Plan do not form a part of this Agreement.

1.4 Application of the Agreement

1.4.1 This Agreement will be binding according to its terms upon:

(i) Australian Catholic University Limited (A.B.N. 15 050 192 660)

AND

(ii) ............................................................. [insert named individual]

1.5 Term of Agreement

This Agreement will start operating (‘Commencement Date’) on the day it is lodged with the Workplace Authority.

However, your entitlements under this Agreement will commence on the date on which you first commence an engagement of employment under this Agreement. Your entitlements under this Agreement will cease upon the termination of that engagement.
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and will recommence on the date on which you commence any and each subsequent engagement and will cease upon the termination of any and each such engagement.

The nominal expiry date of this Agreement is the fifth anniversary of the date of it lodgement with the Workplace Authority (‘Nominal Expiry Date’).

To avoid doubt, the reaching of the Nominal Expiry Date will not of itself terminate your employment, should you be employed by the University on that day, or the operation of this Agreement.

1.6 Foreshortening of Agreement

You and the University may agree in writing to terminate the operation of this Agreement (‘Termination Agreement’) as an AWA at any time. If that occurs the Agreement will cease to operate as an AWA from the date on which the Termination Agreement is lodged with the Workplace Authority.

Unless the Agreement’s operation as an AWA is replaced by another AWA or terminated in accordance with this Agreement or the Act, this Agreement will continue to operate as an AWA after the Nominal Expiry Date until terminated or replaced in accordance with the Act.

1.7 Relationship with Awards, Certified Agreements and Contracts

1.7.1 This Agreement entirely replaces and operates to the exclusion of the Australian Catholic University Staff Enterprise Agreement 2005-2008.

1.7.2 This Agreement operates to the exclusion of all state and federal awards that would otherwise apply to you, including but not limited to the Awards listed below and any award that may succeed any of them:

- Australian Catholic University National General Staff Award 2003
- Tertiary Education Superannuation Scheme (TESS) Superannuation Award 1988
- National Training Wage Interim Award 1994 [Print L 5189 [N 0277].

1.7.3 During the operation of this Agreement you agree that:

- the operation of Protected Allowable Award Matters in all awards referred to in clause 1.7.2 is expressly excluded;
- this Agreement comprehensively regulates the employment relationship between you and the University to the exclusion of the Agreement referred to in clause 1.7.1, the awards referred to in clause 1.7.2; and,
- you will not make any further claims in relation to your employment, other than as provided for in sub-section 1.8.

1.7.4 Protected Allowable Award Matters are:

(a) rest breaks;

(b) incentive-based payments and bonuses;

(c) annual leave loadings;

(d) observance of days declared by or under a law of a State or Territory to be observed generally within that State or Territory, or a region of that State or Territory, as public holidays by employees who work in that State, Territory or
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region, and entitlements of employees to payment in respect of those days;

(e) days to be substituted for, or a procedure for substituting, days referred to in paragraph (d);

(f) monetary allowances for:

(i) expenses incurred in the course of employment; or

(ii) responsibilities or skills that are not taken into account in rates of pay for employees; or,

(iii) disabilities associated with the performance of particular tasks or work in particular conditions or locations.

(g) loadings for working overtime or for shift work;

(h) penalty rates;

(i) outworker conditions; and,

(j) any other matter specified in the Workplace Relations Regulations (Commonwealth) as varied from time to time.

1.7.5 To avoid doubt, this Agreement expressly excludes all Protected Allowable Award Matters.

1.8 Variation of Agreement

1.8.1 You and the University may agree in writing to vary this Agreement (Variation Agreement). The Variation Agreement will come into operation as a variation to this agreement from the date the variation is lodged with the Workplace Authority.

1.8.2 If the University makes a determination applicable to you or enters into a collective workplace agreement under the Act which would apply to you were it not for this Agreement, the University will provide you with equivalent increases in wage rates, subject to any conditions that apply to that increase.

1.9 University Policies

Any University policies do not form part of this Agreement.

SECTION 2: REMUNERATING WORK AT ACU

2.1 Employment and Wages

2.1.1 Employment

You will be employed as a Casual General staff member.

2.1.2 Wages

2.1.2.1 Your hourly wage rate for any engagement to perform the work of a position classified in accordance with Schedule 1 will be not less than the minimum rate in Schedule 1 applying to the particular classification at the time of the engagement.

2.1.2.2 The wage rates in Schedule 1 include a loading of 23%, this loading is in compensation for the casual nature of the engagement and all leave entitlements, including but not limited to personal leave, public holidays, annual leave, long service leave and annual leave loading.
This Agreement provides for increases in wage rates for which you may become entitled if engaged to perform work under this Agreement. If you are entitled to such increases, the increases listed below will be paid on the specified instalment date.

<table>
<thead>
<tr>
<th>Instalment date (Pay Period)</th>
<th>Component 1 Guaranteed %</th>
<th>Component 2 ACU Found to be HEWRRS Compliant %</th>
<th>Component 3 Conditional %</th>
<th>Maximum %</th>
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<tr>
<td>First after 1 July 2006</td>
<td>3.25</td>
<td>1.75</td>
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<td>5.0</td>
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<tr>
<td>First after 1 July 2007</td>
<td>5.0</td>
<td>0.0</td>
<td>0.0</td>
<td>5.0</td>
</tr>
<tr>
<td>First after 1 September 2008</td>
<td>4.75</td>
<td>0.0</td>
<td>0.75</td>
<td>5.5</td>
</tr>
<tr>
<td>Total</td>
<td>13.0</td>
<td>1.75</td>
<td>0.0</td>
<td>15.5</td>
</tr>
</tbody>
</table>

Total Maximum increases, 2006 – 2008 = 15.5% cumulative.

Component 1 will be added to wage rates on the specified installment date.

Component 2 will be added to wage rates with effect from the specified installment date should the University be advised by the Minister for Education, Science and Training, subsequent to 31 August 2006, that the University was found to be HEWRRs compliant.

Component 3 will be added to wage rates on the specified installment date if, as a Company, the University makes an operating surplus (profit) after all expenses in the previous accounting year are met and which is sufficient to cover the cost of payment of that component to all staff members in 2008. The operating surplus will be determined from the University’s audited Annual Financial Statements and will exclude revenue and expenditure in relation to capital activities after rent and all other expenses are met. Should there be an operating surplus that is less than the cost of the payment of the Component to all staff members, a proportion, equivalent to operating surplus, will be added.

Payment of Wages

Your wages will be paid fortnightly in arrears, by electronic funds transfer to the financial institution(s) and account(s) you nominate.

Where the normal day for payment of salaries falls on a day of or the day following a Public Holiday or a University holiday, your salary will be paid not later than the day on which the financial institution(s) is open for business immediately preceding that day.

The University may issue you with the salary payment records (pay slips) required by the Act in an electronic document capable of reproduction in printed writing upon access by you using either the University’s electronic systems or systems remote from the University.

Superannuation

The University will for the term of this Agreement maintain the rate of employer contributions for casual appointments in effect as at 27 March 2006. All such contributions will be made to UniSuper.
2.3.2 The terms of this sub-clause will not apply to you if between 1 January and 30 June or between 1 July and 31 December in any one year you work less than 100 hours under this Agreement.

2.3.3 Except as otherwise provided by this sub-section, the University will contribute a payment of 3 per cent of ordinary time earnings under this Agreement to UniSuper in respect of your casual appointment. This contribution will form part of the contribution required of the University by the Superannuation Guarantee (Administration) Act. Ordinary time earnings mean all earnings under this Agreement other than those paid in accordance with Table 2 and Table 3 of Schedule 2.

2.4 Meal Allowance During Overtime

If you work authorised overtime before or after your ordinary hours for the day or shift, you will be paid a meal allowance in accordance with the University rates and requirements, as established from time to time, for meal allowance during overtime.

SECTION 3: PARENTAL LEAVE

If you are or become an eligible casual employee as provided in Section 264 of the Act the provisions of Division 6, Parental Leave, of the Act will apply to you.

SECTION 4 WORKING ARRANGEMENTS

4.1 Principles

4.1.1 The fundamental principle underpinning the arrangements in this section is that they must provide for enhanced and flexible operations of the University. The arrangements may also accommodate your needs, for example but not limited to, family matters, medical appointments, and transport disruptions.

4.1.2 To support the operations of the University the nominated supervisor will determine your actual hours to be worked within the University arrangements for working flexibly as outlined in sub-clause 4.2.1.1.

4.1.3 Subject to sub-clause 4.2.1.2, you may not be required to work a particular pattern of working hours if there are good and sufficient reasons why you may not be able to accommodate such a requirement. These good and sufficient reasons may include (but are not limited to) elder, child or dependent care arrangements.

4.2 Arrangements for Working Flexibly

4.2.1 Parameters

You and your nominated supervisor may develop equitable working arrangements within the following parameters which will be applied in accordance with the Act:

4.2.1.1 - Your normal weekly ordinary hours of work are 35 hours per week averaged over a twelve month period.
- The maximum number of weekly ordinary hours you may work in any week is 45 hours.
- The maximum number of ordinary hours you may work on any one day is 9 hours;
- The normal daily span of ordinary hours is 8:00 am to 6:00 pm, Monday to Friday but this may be extended to 7:30 am to 7:00 pm where it is essential to maintain a University service or activity.
- Except in an emergency situation, you will normally be given 48 hours notice if you are required to work during the period 7:30 am to 8:00 am or 6:00 pm to 7:00 pm;
- Overtime and shift allowances are not applicable between 7:30 am and 7:00 pm.
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- With the approval of the Executive staff member, you may work ordinary hours outside the extended span of ordinary hours, provided that you are not required to do so under this provision.
- If you are a full-time staff member you will normally work an average of 140 hours over a four-week cycle.
- If you are a member of caretaking/cleaning/gardening/security staff the ordinary hours of work for you will be worked between 6:00 am to 10:00 pm, Monday to Friday.

4.2.1.2 The nature of particular working arrangements will be subject to the operational requirements, including service and programme delivery requirements, of your work unit and must be approved by the relevant Dean/Director on recommendation from the Head of School/Manager of that work unit.

4.2.1.3 You may, by agreement with your nominated supervisor, work more or less than the weekly ordinary hours allowed for by this sub-clause provided that, at the end of the four-week cycle, the total hours worked is 140 hours or equates to the appropriate fraction of your employment.

4.2.1.4 To accommodate peak workload demands, you may work more than the weekly ordinary hours allowed for by this sub-clause, at specified times in the year, up to a maximum of 40 hours per week, and less than the weekly ordinary hours at other times in the year, so that across the year the average hours worked over a four week cycle falls within sub-clause 4.2.1.1. These arrangements will be documented and agreed at the beginning of each year.

4.3 Meal Breaks and Rest Pauses

4.3.1 You will not be required to work for more than five consecutive hours, without taking an unpaid meal break of at least 30 minutes and up to a total of 20 minutes in aggregate a day may be taken for morning and afternoon tea break. Such breaks are to be taken at a time that does not interfere with the effective functioning of the work unit.

4.4 Shiftwork

4.4.1 The provisions of this sub-clause do not apply to you if you are in receipt of a wage rate in excess of maximum rate for Level 7, as set out in Schedule 1.

4.4.2 The payment of a shift loading will be subject to work on shiftwork being first authorised and to the time of commencement of the particular shift as defined in sub-section 1.2(ii), (vii) and (xi).

4.4.3 The wage rate for all authorised work on shiftwork will be calculated by applying the appropriate percentage in Table 1 of Schedule 2 to the ordinary Casual rate per hour in Schedule 1. Provided that in the case of shifts required or directed to be worked on a Saturday, Sunday or Public Holiday, the percentage will be applied after first deducting 23%.

4.5 Overtime

4.5.1 The provisions of this clause do not apply to you if you are in receipt of a wage rate in excess of the maximum rate for Level 7, as set out in Schedule 1.

4.5.2 For this clause to apply, the working of overtime must have been authorised or directed prior to its commencement.

4.5.3 The wage rate for all authorised or directed overtime work will be calculated by applying the appropriate percentage in Table 2 of Schedule 2, to the ordinary Casual rate per hour in Schedule 1 after first deducting 23%.

4.5.4 Leave in lieu of overtime is not available to Casual General staff members.
4.6 On-Call Arrangements

4.6.1 The following arrangements will apply if you are required by the University to be placed on an on-call roster to attend to a critical problem which might occur out of the normal daily or emergency situation span of hours provided for under sub-clause 4.2.1.1.

4.6.2 When rostered for “on-call” duty you will not be required to remain at your home, but must be readily contactable.

4.6.2 If you are rostered for on call duty and you are called out, you will be paid at a rate calculated by applying the appropriate percentage in Table 3 of Schedule 2 to the ordinary Casual rate per hour in Schedule 1 after first deducting 23%, for a maximum of 7 hours in each 24 hour rostered period.

4.7 Public Holidays

4.7.1 For the purposes of this Agreement Public Holidays are the days each year which are gazetted by the relevant State or Territory authority as such, except as provided in this sub-section.

4.7.2 The Public Holidays are Christmas Day; Boxing Day; New Year’s Day; Australia Day; Good Friday; Easter Monday; ANZAC Day; Queen’s Birthday; Labour Day; Melbourne Cup Day or Ballarat Cup Day (VIC); Queensland Show Day (QLD); Canberra Day (ACT) and Bank Holiday (NSW). Provided that in NSW Bank Holiday will not be taken on the day gazetted but will be taken in conjunction with the University annual shutdown at the conclusion of the academic year.

SECTION 5: EMPLOYMENT MATTERS

5.1 Documentation

Nothing in this Agreement will prevent the University from requiring you to provide to it, documents or information which it requires to ensure that its employment of you would accord with or accords with the requirements of any federal or state legislation, including legislation enacted for the protection of children. The University may also require, that you provide to it evidence of qualifications and/or of residency status.

5.2 Other Types of Employment

5.2.1 Nothing in this Agreement will prevent you from engaging in additional work as a Casual Academic staff member of the University.

5.2.2 If you are engaged to perform Casual Academic staff work, you will work in accordance with the working arrangements applying to Casual Academic staff and you will be paid the appropriate casual academic wage rate for engagement to perform the particular work or the work of a position of the relevant classification at the University, in each case as applying at the particular time.

5.2.3 If you are engaged as a Casual Academic staff member, you will participate in the University casual academic staff performance management, development and review processes in accordance with sub-section 7.6.

5.3 Separation from Employment

5.3.1 Separation at your Initiative

You are required to give the University a minimum of one hour’s notice of separation from employment.

5.3.2 Separation at the Initiative of the University

The University may terminate your employment by giving you one hour’s notice.
SECTION 6: SETTLING DISPUTES

6.1 The provisions and procedures in this section will be observed for settling disputes about matters arising from this Agreement between you and the University.

6.2 You and the University will first attempt to resolve the matter at the workplace level by following procedures including, but not limited to:

(i) you and your nominated supervisor meeting and conferring on the matter; and

(ii) if the matter is not resolved at such a meeting, you having further discussions involving more senior levels of management (as appropriate);

6.3 You and the University have the right to appoint, in writing, another person, other than a currently practising solicitor or barrister, as a representative in relation to resolving a matter in dispute using the procedures in sub-section 6.2.

6.4 You and the University agree to allow the other to refer a matter in dispute under this Section for conciliation by the Commission, if the matter has not been resolved after using the procedures in sub-section 6.2.

6.5 You and the University agree that if either refers a matter for conciliation by the Commission, each must genuinely attempt to resolve the matter in dispute using the conciliation process.

6.6 You and the University have the right to appoint, in writing, another person as a representative in relation to the conciliation process.

6.7 You and the University agree that if either refers a matter to the Commission for conciliation under sub-section 6.4, the Commission’s powers will be limited to only the powers in sub-Sections 701(2) and (3) of the Act, the Commission must conduct the conciliation process in accordance with Section 712 of the Act.

SECTION 7: THE UNIVERSITY AND STAFF WORKING TOGETHER

7.1 The University will, if practicable, consult with you about workplace matters affecting you, as an employee. Throughout the processes of consultation, you may choose to be assisted by a representative of your choice, providing that person is not currently a practising solicitor or barrister.

7.2 University practices, as established from time to time, provide for communication and consultation with you through a variety of mechanisms. You are obliged to access information provided through these mechanism and to maintain personal awareness of institutional practices, requirements, issues and developments through such access.

7.3 You must participate in the University compliance training programs, as established from time to time in relation to the statutory and other obligations of the University as a corporation and as an employer and your obligations as its employee.

7.4 You will participate in the University’s performance development process for Casual General staff, as established from time to time.

7.5 You will participate in the University General staff learning and development programs, as established from time to time, to develop excellence and enhance performance of general staff members.

7.6 If you are engaged as a Casual Academic staff member, you will participate in the University casual academic staff performance management, development and review processes, as established from time to time,
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7.7 If you are engaged as a Casual Academic staff member, you will participate in the University Academic staff learning and development programs, as established from time to time, to develop excellence and enhance performance of Academic staff members.

SECTION 8: OTHER MATTERS

8.1 Severability

If a clause or part of a clause in this Agreement can be read in a way that makes it illegal, unenforceable or invalid, but can also be read in a way that makes it legal, enforceable and valid, it must be read in the latter way. If any clause or part of a clause in this Agreement is illegal, unenforceable or invalid, that clause or part must be treated as removed from this document, but the rest of this document must not be affected.

8.2 Law and Jurisdiction

This Agreement shall be governed by the Federal law of the Commonwealth of Australia and any legal proceedings in relation to the Agreement or to the employment relationship between you and the University shall be commenced only in a Federal court of the Commonwealth. To avoid doubt, except as provided by the Act, no legislation of any State or Territory of the Commonwealth will apply to the employment relationship between you and the University and no State Court, Tribunal, Commission or Ombudsman will have jurisdiction in relation to that relationship.

8.3 Duress

You agree that you genuinely consent to making the Agreement with the University and that you have not been placed under duress to agree to the Agreement.
SECTION 9: SCHEDULES

Schedule 1 – General Staff Casual Wage Rates Table

The rates set out in this Schedule are hourly rates and are to be paid according to the hours worked. Where a staff member is employed to work for less than a full hour, then the rates are to be pro-rated. For wage increase components see Clause 2.1.2.

<table>
<thead>
<tr>
<th>General Staff Casual Wage Rates</th>
<th>2006 Increase</th>
<th>2007 Increase</th>
<th>2008 Increases</th>
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<tbody>
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<td>$38.17</td>
</tr>
<tr>
<td>HEW 6 INCREMENT 2</td>
<td>$34.46</td>
<td>$36.19</td>
<td>$39.10</td>
</tr>
<tr>
<td>HEW 6 INCREMENT 3</td>
<td>$35.30</td>
<td>$37.06</td>
<td>$40.02</td>
</tr>
<tr>
<td>HEW 7 INCREMENT 1</td>
<td>$37.20</td>
<td>$39.05</td>
<td>$41.19</td>
</tr>
<tr>
<td>HEW 7 INCREMENT 2</td>
<td>$38.22</td>
<td>$40.13</td>
<td>$42.32</td>
</tr>
<tr>
<td>HEW 7 INCREMENT 3</td>
<td>$39.24</td>
<td>$41.20</td>
<td>$43.46</td>
</tr>
<tr>
<td>HEW 7 INCREMENT 4</td>
<td>$40.26</td>
<td>$42.28</td>
<td>$44.59</td>
</tr>
<tr>
<td>HEW 8 INCREMENT 1</td>
<td>$41.29</td>
<td>$43.55</td>
<td>$45.63</td>
</tr>
<tr>
<td>HEW 8 INCREMENT 2</td>
<td>$43.11</td>
<td>$45.28</td>
<td>$47.43</td>
</tr>
<tr>
<td>HEW 8 INCREMENT 3</td>
<td>$44.75</td>
<td>$46.99</td>
<td>$49.21</td>
</tr>
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<td>HEW 8 INCREMENT 4</td>
<td>$46.38</td>
<td>$48.70</td>
<td>$51.01</td>
</tr>
<tr>
<td>HEW 9 INCREMENT 1</td>
<td>$48.12</td>
<td>$50.52</td>
<td>$52.91</td>
</tr>
<tr>
<td>HEW 9 INCREMENT 2</td>
<td>$49.74</td>
<td>$52.23</td>
<td>$54.71</td>
</tr>
<tr>
<td>HEW 9 INCREMENT 3</td>
<td>$51.38</td>
<td>$53.95</td>
<td>$56.51</td>
</tr>
</tbody>
</table>
Schedule 2 – Working Arrangements Tables

The following tables are to be used in relation to Section 4 – Working Arrangements of this Agreement.

Table 1   Shiftwork

<table>
<thead>
<tr>
<th>Shift</th>
<th>Hourly Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ordinary time shift</td>
<td>100%</td>
</tr>
<tr>
<td>Afternoon shift, Night shift or Broken shift – Monday to Friday</td>
<td>115%</td>
</tr>
<tr>
<td>Rostered or required –</td>
<td></td>
</tr>
<tr>
<td>- Saturday</td>
<td>150%</td>
</tr>
<tr>
<td>- Sunday</td>
<td>200%</td>
</tr>
<tr>
<td>- Public Holiday</td>
<td>250%</td>
</tr>
<tr>
<td>Double shift</td>
<td></td>
</tr>
<tr>
<td>- Initial Shift</td>
<td></td>
</tr>
<tr>
<td>- Monday to Friday</td>
<td>115%</td>
</tr>
<tr>
<td>- Saturday</td>
<td>150%</td>
</tr>
<tr>
<td>- Sunday</td>
<td>200%</td>
</tr>
<tr>
<td>- Public Holiday</td>
<td>250%</td>
</tr>
<tr>
<td>- Second Shift</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Appropriate overtime rates and meal allowance (if an unpaid meal break is taken)</td>
</tr>
</tbody>
</table>

Table 2   Overtime

<table>
<thead>
<tr>
<th>Overtime Type</th>
<th>Hourly Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Work authorised or directed outside the parameters in sub-clause 4.2.1,1 for the first 3 hours:- Monday to Saturday</td>
<td></td>
</tr>
<tr>
<td>- Thereafter or Sunday</td>
<td>150%</td>
</tr>
<tr>
<td>- Public Holiday</td>
<td>200%</td>
</tr>
<tr>
<td>Where there is not a minimum of 10 hours rest relief off duty prior to returning to duty until released from duty</td>
<td>200%</td>
</tr>
</tbody>
</table>

Table 3   On-Call Arrangements

<table>
<thead>
<tr>
<th>On Call Arrangement</th>
<th>Hourly Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>For a 24 hour rostered period</td>
<td>115%</td>
</tr>
<tr>
<td>Return to the workplace outside the span of hours</td>
<td>Minimum 3 hour payment at appropriate overtime rates</td>
</tr>
</tbody>
</table>