

QUEENSLAND INDUSTRIAL RELATIONS COMMISSION

*Industrial Relations Act 1999* - s. 156 - Certification of an agreement

Australian Agricultural College Employing Office Certified Agreement 2009  
(CA/2009/131)

DEPUTY PRESIDENT SWAN

20 November 2009

CERTIFICATE

This matter coming on for hearing before the Commission on 20 November 2009 the Commission certifies the following written agreement:

Australian Agricultural College Employing Office Certified Agreement 2009 (CA/2009/131) [as amended]

made between:

- Australian Agricultural College Employing Office (ABN 65 259 790 558)
- The Queensland Public Sector Union of Employees
- Liquor Hospitality and Miscellaneous Union, Queensland Branch, Union of Employees

The agreement was certified by the Commission on 20 November 2009 and shall operate from the date of certification by the Queensland Industrial Relations Commission (i.e. 20 November 2009) until its nominal expiry on 30 September 2012.

This agreement replaces CA/2009/82 (Australian Agricultural College Employing Office Certified Agreement 2007).

By the Commission.

D.A. SWAN  
Deputy President

## QUEENSLAND INDUSTRIAL RELATIONS COMMISSION

*Industrial Relations Act 1999, s.156*

Executive Officer of the Australian Agricultural College Employing Office

AND

The Queensland Public Sector Union of Employees and the Liquor Hospitality and Miscellaneous Union, Queensland Branch, Union of Employees

(No. CA/2009/ )

**AUSTRALIAN AGRICULTURAL COLLEGE EMPLOYING OFFICE CERTIFIED AGREEMENT 2009****APPLICATION FOR CERTIFICATION OF AGREEMENT**

THE AGREEMENT, having been made under the *Industrial Relations Act 1999*, on the 4 day of November 2009, BETWEEN the Executive Officer of the Australian Agricultural College Employing Office ABN 65 259 790 558 AND The Queensland Public Sector Union of Employees and the Liquor Hospitality and Miscellaneous Union, Queensland Branch, Union of Employees; witness that the parties mutually agree as follows:

**PART 1 APPLICATION AND OPERATION****1.1 Title**

This agreement shall be known as the *Australian Agricultural College Employing Office Certified Agreement 2009*.

**1.2 Arrangement****PART 1 APPLICATION AND OPERATION**

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## **1.3 Application and Parties Bound**

- (1) This Agreement applies to:
- (a) the Executive Officer of the Australian Agricultural College Employing Office as the employer in relation to employees engaged to deliver services to the Australian Agricultural College Corporation; and
  - (b) the Queensland Public Sector Union of Employees and the Liquor, Hospitality and Miscellaneous Union, Queensland Branch, Union of Employees.
- (2) Positions at Senior Officer and Senior Executive Service (SES) levels are not covered by this Agreement.

## **1.4 Date of Operation**

This Agreement shall operate from the date of certification and shall have a nominal expiry date of 30 September 2012.

## **1.5 Definitions and Abbreviations**

“AACC” means the Australian Agricultural College Corporation, to which the employees subject to this Agreement perform work for under a work performance arrangement made between the AACC and the Employer.

“AQF”	means the Australian Qualifications Framework. The AQF is a system of twelve national qualifications in schools, vocational education and training (TAFEs, Agricultural Colleges and private providers) and the higher education sector (mainly universities). The AQF is set out in Appendix 2.
“EB1”	means the <i>Australian Agricultural College Employing Office Certified Agreement 2007</i> .
“EB2”	means the agreement that replaces EB1.
“LCC”	means the Local Consultative Committee.
“parent awards”	means the <i>Agricultural Colleges (Domestic and General Staff) Award - State 2003</i> and the <i>Agricultural Colleges of Queensland (excluding Domestic and General Staff) Award - State 2004</i> .
“PSTP”	means the Public Services Training Package.
“SBU”	means the Single Bargaining Unit which will transition to the Corporation Consultative Committee (CCC) after certification of this Agreement.

## 1.6 Relationship to Awards

This Agreement is to be read in conjunction with the *Agricultural Colleges (Domestic and General Staff) Award - State 2003* and the *Agricultural Colleges of Queensland (excluding Domestic and General Staff) Award - State 2004*. Where there is any inconsistency between this Agreement and the Awards, the terms of this Agreement shall take precedence.

## 1.7 Replacement Agreement

This Agreement replaces the *Agricultural Colleges of Queensland Certified Agreement 2007 (CA/2009/82)* when this Agreement is certified.

## 1.8 Workplace Flexibility

- (1) Nothing in this Agreement prevents the parties from identifying flexibility or changes to be implemented at the respective campuses.
- (2) Prior to implementation of any flexibility or changes, there must be:
  - (a) consultation and agreement with the majority of employees affected; and
  - (b) agreement by the respective campus' Local Consultative Committee.

Agreement will not be unreasonably withheld by either party.

Provided that where agreement cannot be reached, the parties may access the disputes procedures set out in Clause 2.2 of this Agreement.

- (3) Any flexibility or changes implemented must be documented and made available to all employees directly or indirectly affected by the proposal.
- (4) If an appropriate flexibility provision is contained in an award covering employees subject to this Agreement, then the parties may implement changes in accordance with the relevant award provision.
- (5) Where an identified flexibility or change would not comply with an award condition of employment, the parties may seek amendment to the relevant award through a consent application or effect the change through a certified agreement made pursuant the *Industrial Relations Act 1999*.

## 1.9 Objectives of This Agreement

The Australian Agricultural College Employing Office and the employees are committed to achieving the following objectives over the life of this Agreement:

- to work towards the successful achievement of College Business and Operational Plans;
- to optimise the use of resources, both human and physical, to create a progressive and sustainable

Agricultural College;

- to provide quality training which:
  - (i) is responsive to rural and regional industry and community requirements;
  - (ii) enhances the work-readiness and employability of students and clients; and
  - (iii) promotes a culture of life-long learning;
- to provide a supportive and caring environment which maximises students' development and learning opportunities;
- to value and reward skilled and motivated staff by providing opportunities for professional development, career paths and a high level of job security; and
- to foster the development of a positive and productive workplace culture where the parties adopt co-operative and consultative approaches to work.

### **1.10 ILO Conventions**

The Employer recognises its obligations to give effect to international labour standards including freedom of association, workers' representatives, collective bargaining and equality of opportunity for all of its employees.

### **1.11 Equity Considerations**

- (1) This agreement will achieve the principal objects specified in sections 3(c), 3(d) and 3(n) of the Industrial Relations Act 1999. We will respect and value the diversity of our employees through helping to prevent and eliminate discrimination.
- (2) In addition, the effect of this agreement is not to allow any conduct or treatment, either direct or indirect, that would contravene the *Anti-Discrimination Act 1991*.

## **PART 2 COMMUNICATION, CONSULTATION, COLLABORATION AND DISPUTE RESOLUTION**

### **2.1 Consultative Mechanisms**

- (1) The parties agree that the following structure will promote and co-ordinate all change initiatives and other initiatives identified in this Agreement:

(a) *Single Bargaining Unit (SBU)*

This team which comprises management and union representatives was the formal consultative and decision making body responsible for the negotiation of the Agreement. It is agreed that the future role of the SBU (to transition into the CCC) shall be to actively progress, implement and monitor the Agreement and to encourage achievement and take agreed action where necessary to deliver the agreed objectives.

(b) *Local Consultative Committee (LCC)*

LCCs are established at the campus level and comprise management and union representatives. The functions of each of the LCCs include:

- the implementation of the agreed training agenda at the campus level;
- dispute resolution about matters contained in the Agreement;
- consultation on industrial issues;
- implementation of other aspects of the Agreement;
- reviewing the use of labour hire firms, contractors and consultants;
- the implementation of workplace flexibility provisions;
- reviewing and monitoring workloads; and
- reporting to, and actively seeking advice and direction from, the CCC.

### **2.2 Disputes Avoidance and Settlement Procedures**

- (1) The objectives of this procedure are the avoidance and resolution of any disputes over matters covered by this Agreement, by measures based on the provision of information and explanation, consultation, co-operation and negotiation.
- (2) Subject to legislation, while the dispute procedure is being followed, normal work is to continue except in the case of a genuine safety issue. The *status quo* existing before the emergence of a dispute is to continue

whilst the procedure is being followed. No party shall be prejudiced as to the final settlement by the continuation of work.

- (3) There is a requirement for management to provide relevant information and explanation and consult with the appropriate employee representatives.
- (4) In the event of any disagreement between the parties as to the interpretation or implementation of this Agreement, the following procedures shall apply:
  - (a) the matter is to be discussed by the employee's union representative and / or the employee(s) concerned (where appropriate) and the immediate supervisor in the first instance. The discussion should take place within 24 hours and the procedure should not extend beyond 7 days;
  - (b) if the matter is not resolved as per (a) above, it shall be referred by the union representative and / or the employee(s) to the appropriate management representative who shall arrange a conference of the parties to discuss the matter. This process should not extend beyond 7 days;
  - (c) if the matter remains unresolved it may be referred to the employee and / or their union representative and the CCC for discussion and appropriate action. This process should not exceed 14 days.
  - (d) if the matter is not resolved, then it may be referred by either party to the Queensland Industrial Relations Commission for conciliation, or if necessary, arbitration.
- (5) Nothing in this procedure shall prevent the Executive Officer or relevant unions from taking any action considered conducive to resolving the matters in dispute.

### **2.3 Posting of Agreement**

A copy of this Agreement must be displayed in a conspicuous place (including electronically) at the workplace, where it may be easily accessed and read by employees.

### **2.4 Collaboration with other Organisations**

The employer commits to exploring potential opportunities and partnerships with other government agencies, and in particular the Department of Employment, Economic Development and Innovation (DEEDI), to obtain efficiencies and more effective use of resources including:-

- the ability for employees to access employment or secondment opportunities in other agencies, including DEEDI and the Department of Education and Training;
- the possible sharing of administrative resources;
- the possible access for employees to the DEEDI intranet and DEEDI hotlines;
- the possible access to DEEDI training and professional development opportunities; and
- other partnership opportunities e.g. marketing, IT support, etc.

## **PART 3 WAGES**

### **3.1 New Wage Rates**

In recognition of the commitment of the parties as specified in clause 1.9 "Objectives of This Agreement", the following salary increases shall be available to employees covered by this Agreement:

1 October 2009: 4.5% or \$34.00 per week (whichever is the greater)

1 October 2010: 4% or \$34.00 per week (whichever is the greater)

1 October 2011: 4% or \$34.00 per week (whichever is the greater)

The salary rates applicable from the respective dates are as set out in Appendix 1.

### **3.2 No Further Claims**

- (1) This agreement is in full and final settlement of all parties' claims for its duration. It is a term of this agreement that no party will pursue any extra claims relating to wages or conditions of employment whether dealt within this agreement or not.
- (2) This agreement covers all matters or claims that could otherwise be subject to protected industrial action.
- (3) It is agreed that the following changes may be made to employees' rights and entitlements during the life of

this agreement:

- (a) General Rulings and Statements of Policy issued by the Queensland Industrial Relations Commission that provide conditions that are not less favourable than current conditions;
  - (b) Any improvements in conditions that are determined on a whole-of-government basis;
  - (c) Reclassifications.
- (4) Unless inconsistent with the terms of this agreement, the entitlement of employees covered by this agreement as contained in awards, agreements, QIRC orders, Ministerial Directives or determinations made under the *Public Service Act 2008* effective at the date this agreement was made shall not be reduced for the life of this agreement.
- (5) It is agreed that any increases in monetary amounts or other entitlements as a result of Queensland Industrial Relations Commission decisions, government policy, or Directives made under the *Public Service Act 2008* will be applied where applicable.
- (6) Subject to the parties rights under Clause 2.2 of this Agreement, where the provisions of this Agreement substantively mirror those contained in the *State Government Departments Certified Agreement 2009* or its successor, decisions of the Central Consultative Forum regarding the interpretation and/or application of those provisions will be applied by the Employer where appropriate and relevant.

### 3.3 Award Maintenance

- (1) The Queensland Industrial Relations Commission State Wage increases awarded during 2009 and the period up to, and including, the nominal expiry date of this Agreement shall be absorbed into the wage increases provided by this Agreement.
- (2) It is term of this Agreement that no person covered by this Agreement will receive a rate of pay which is less than the corresponding rate of pay in the relevant parent award.
- (3) The Employer will support and consent to applications to amend the *Agricultural Colleges (Domestic and General Staff) Award - State 2003* and the *Agricultural Colleges of Queensland (excluding Domestic and General Staff) Award - State 2004* during the life of the agreement to incorporate the salary rates of the Australian Agricultural College Employing Office Certified Agreement 2007.
- (4) The parties also agree during the period of this Agreement to review the *Agricultural Colleges (Domestic and General Staff) Award - State 2003* and the *Agricultural Colleges of Queensland (excluding Domestic and General Staff) Award - State 2004* to update references, incorporate any new classification and remuneration structures established by this Agreement, and subject to agreement insert relevant certified agreement provisions.
- (5) The parties will lodge a consent application to the Queensland Industrial Relation Commission to delete clause 1.7 of the *Agricultural Colleges of Queensland (excluding Domestic and General Staff) Award - State 2004*.

## PART 4 EMPLOYMENT SECURITY

- (1) The Employer is committed to maximising employment security for tenured employees by maintaining their viability and continuing to be a competitive force in the vocational education and training sector across rural industry.
- (2) The employer is committed to following government practices and policy in relation to maximising employment security for tenured employees by maintaining their viability and continuing to be a competitive force in the vocational education and training sector across rural industry.

The parties to this Agreement fully understand and agree that permanent employees will not be forced into unemployment as a result of organisational change or changes in priorities, other than in exceptional circumstances as provided for under the Government's Employment Security Policy and the Directive relating to Employment Arrangements following Workplace Change as issued by the Public Service Commission Chief Executive in accordance with section 53 of the *Public Service Act 2008*.

- (3) Where changes to employment arrangements are necessary, there will be active pursuit of retraining and deployment opportunities.

There is a responsibility on the employee to meaningfully participate in the opportunities made available. Employees will comply with Employer policy on Deployment and Redeployment including the requirement that they participate actively in the deployment process.

- (4) The Employer will inform and consult its individual Local Consultative Committee of its intention to implement changes that may affect the employment security of employees, prior to the commencement of any planned changes.
- (5) Local Consultative Committees will oversee the implementation of the Agreement's employment security provision.
- (6) Where the Employer determines that retraining and / or deployment are not feasible, the Employer will comply with applicable Public Service Commission Chief Executive and Ministerial Directives.
- (7) Local Consultative Committees will monitor the use of labour hire firms, contractors and consultants.
- (8) The employer will consult fully with relevant union/s on any issue that may affect the operation of this clause.

## **PART 5 ORGANISATIONAL CHANGE AND STRUCTURAL REFORM**

- (1) It is recognised by the parties that the AACC over the period of this Agreement and in future years will be undergoing substantial structural reform in order to ensure the future viability of the business and be sustainable moving forward. The direction of any change and structural reform will be the result of a detailed business plan and validation process.
- (2) Organisational change across AACC will need to demonstrate clear benefits such as enhanced service delivery to the community, improved efficiency and effectiveness. The employer will consult with union representatives as soon as practicable when undertaking a review or is giving consideration to the implementation of significant organisational change and/or structural reform, which will impact on the workforce.
- (3) It is acknowledged that management has a right to implement changes to ensure effective delivery of rural educational services. The consultation process will not be used to frustrate or delay the changes but rather ensure that all viable options are considered.

## **PART 6 WORKLOAD MANAGEMENT**

- (1) The Employer is committed to working with its employees and the unions to address workload management issues. The parties agree that appropriate strategies and work practices should be implemented to minimise the adverse effects of excessive workloads.
- (2) The parties further agree that the issue of workload management at each campus should be reviewed and monitored through the respective Local Consultative Committee.
- (3) In reviewing and monitoring workload management at each campus, the activities of Local Consultative Committees should include, but not be limited to, the following:
- undertaking research on local workload management issues;
  - addressing specific workload issues referred by staff, union officials and /or management;
  - based on research, develop strategies to improve immediate and long term workload issues;
  - assess the implications of workloads from a workplace health and safety perspective.
- (4) Further and in addition to the above, the parties agree that within a period of six months from the date of certification of the Agreement, the employer in consultation with Local Consultative Committees will review and monitor the workloads of instructional classifications. Such review will also consider other issues including:
- contact hours each week per instructor;
  - associated functions each week per instructor e.g. marking, assessing, preparation time, etc;
  - TOIL accrued and accessed each week per instructor over the period of the review;
  - extra curricular activities undertaken each week per instructor.
- (5) On completion of reviews Local Consultative Committees will document their findings and make

appropriate recommendations to management about workload management issues consistent with the activities outlined in (3) above.

- (6) Where the parties are dissatisfied with progress made during a review or decisions of management in respect of recommendations made by Local Consultative Committees, the parties are at liberty to pursue the matter in accordance with the disputes procedure set out in clause 2.2 of this Agreement.

## **PART 7 SALARY PACKAGING**

- (1) Salary packaging is available for employees covered by this agreement.
- (2) The following principles apply for employees that avail themselves of salary packaging:
- (a) as part of the salary package arrangements, the costs for administering the package, including fringe benefits tax, are met by the participating employee;
  - (b) there will be no additional increase in superannuation costs or to fringe benefits payments made by the employer;
  - (c) increases or variations in taxation are to be passed to employees as part of their salary package;
  - (d) where mandated by relevant government policies, employees must obtain independent financial advice prior to taking up a salary package. Where no mandatory requirement exists, it is strongly recommended to all employees to seek independent financial advice when entering into a salary packaging arrangement for the first time, or adding new item/items to an already agreed packaging arrangement;
  - (e) the Employer will pass on to the employee any Input Tax Credits (ITCs) it receives as part of salary packaging;
  - (f) there will be no significant additional administrative workload or other ongoing costs to the employer;
  - (g) any additional administrative and fringe benefit tax costs are to be met by the employee;
  - (h) any increases or variations to taxation, excluding payroll tax that result in additional costs are to be passed on to the employee as part of the salary package.
- (3) The employee's salary for superannuation purposes and severance and termination payments will be the gross salary, which the employee would receive if not taking part in flexible remuneration packaging.
- (4) Subject to federal legislation, employees may elect to adjust their current salary sacrifice arrangements to sacrifice up to 100% of salary to superannuation.

## **PART 8 TRAINING AND PROFESSIONAL DEVELOPMENT**

### **8.1 Commitment**

The parties are committed to a highly trained and effective workforce. They agree that this involves a commitment to the provision of accredited training and assessment of competencies (including recognition of current competencies).

The employer is committed to the delivery of appropriate training and professional development that increases competencies for dealing with the delivery of services in a new environment arising out of structural reform.

The parties are committed to the finalisation of a comprehensive professional development policy during EB2. All LCCs will be consulted during the development of this policy.

### **8.2 Principles**

The following principles will apply:

- (1) Training and assessment of competencies (including recognition of current competencies) will be provided in accordance with the Public Services Training Package or agreed alternative accredited programs particularly in the case of occupational groups under the operational stream.
- (2) Subject to further discussions between the parties, including discussion about content of appropriate programs and funding issues, the parties agree in principle to access to agency supported training and assessment of competencies for employees without the relevant AQF levels or equivalent in accordance with the following schedule:

Available from:

Certificate IV (AQF IV)	AO2	1 July 2004
Diploma (AQF V)	AO3	1 July 2005
Advanced Diploma (AQF VI)	AO4	1 July 2006
Certificate III (AQF III)	OO2	1 July 2004
Certificate IV (AQF IV)	OO3	1 July 2004
Diploma (AQF V)	OO4/OO5	1 July 2005
Advanced Diploma (AQF VI)	OO6	1 July 2006

- (3) The accredited training and assessment of competencies shall be made available to all employees in classifications specified above, and shall be provided to employees at no cost to the employee.
- (4) The Employer will continue to provide the necessary specific training (including induction) to meet AACC business needs.
- (5) The parties reiterate the serious commitment to quality professional development and training for employees in the senior classifications in the Administrative Stream and the Operational Stream.
- (6) The parties agree that the Local Consultative Committees will oversee the management and implementation of the agreed training agenda.

### 8.3 Training Delivery

The parties acknowledge that TAFE Queensland and the AACC have the experience and expertise to provide suitable quality programs, in a variety of service delivery modes, envisaged by this training agenda.

## PART 9 RECOGNITION OF ACCREDITED QUALIFICATIONS

### 9.1 Commitment

- (1) The parties are committed to the principle that suitable financial recompense shall be provided for employees in the specified classifications who meet the following requirements:
  - (a) an accredited qualification at the AQF level specified or higher achieved through training and assessment of competencies (including recognition of current competencies); and
  - (b) reached the maximum paypoint of the specified Classification Level in the Administration Stream or the Operational Stream; and
  - (c) spent one calendar year on the maximum pay point (or, in the case of permanent part time employees, have spent one calendar year and worked 1200 hours at the maximum pay point).
- (2) The parties acknowledge that applicable employees should receive recognition and credit for their knowledge and skills through the recognition of current competencies (RCC) or the recognition of prior learning (RPL). This assessment of competencies may include skills from:
  - work experience (including both work that is paid and unpaid);
  - life experience (for example leisure pursuits or voluntary work); and
  - previous study (including training programs at work, courses at school or college, and through adult education classes).

### 9.2 Appropriate Remuneration

The following remuneration shall be paid to employees that meet the requirements in clause 9.1:

Certificate IV (AQF IV)	AO2	\$41.50 per fortnight
Diploma (AQF V)	AO3	\$42.80 per fortnight
Advanced Diploma (AQF VI)	AO4	\$44.60 per fortnight
Certificate III (AQF III)	OO2	\$20.00 per fortnight
Certificate IV (AQF IV)	OO3	\$41.50 per fortnight
Diploma (AQF V)	OO4/OO5	\$42.80 per fortnight
Advanced Diploma (AQF VI)	OO6	\$44.60 per fortnight

## PART 10 FAIR CAREER PATHS

- (1) The parties are committed to providing reasonable career opportunities to the employees. The parties are committed to provide consistent and transparent classifications across all campuses.

- (2) Each Local Consultative Committee will develop agreed review processes to allow aggrieved employees the opportunity to raise concerns about the JEMS review evaluation of their position. These processes will provide the opportunity for consultation with the relevant union and may include a union representative as part of the process.

## **PART 11 CONDITIONS OF EMPLOYMENT**

### **11.1 Classification and Remuneration Structure for Instructional Staff**

- (1) Translation of existing instructional staff to the new classification and remuneration structure shall occur in accordance with clause 11.3 as at 1 October 2009.
- (2) Instructional staff shall not be financially disadvantaged upon translation and efforts will be made to ensure appropriate transition of duties, professional development and qualifications on a case by case basis.
- (3) Subject to the approval by the College Director of individual appointments, the following minimum conditions shall apply to the appointment of Instructors:
- (a) Assistant Instructor Appointment Point – Requirements - A certificate IV in TAA (or equivalent) and a vocational qualification or demonstrated competencies and experience appropriate to the position (i.e. at or above the level of the competencies to be delivered). Where the candidate does not have the certificate IV in TAA it must be obtained within the 6 month probation period and at the candidate's expense (as is currently the case).
  - (b) Instructor Level 1 Salary Progression/Appointment Point – Requirements - Progression requires 12 months service plus specified instructional and vocational qualifications and experience required before progression to Step 3. The minimum instructional qualification proposed is the Certificate IV in TAA (or equivalent) and the minimum vocational qualification a Certificate IV (or equivalent) in a field relevant to the instructional role.
  - (c) Instructor Level 2 Salary Progression/Appointment Point – Requirements - Progression requires specified instructional and vocational qualifications. The minimum instructional qualification is the Diploma in TAA (or equivalent) and the vocational qualification a relevant Degree (or a postgraduate / vocational graduate certificate) in a relevant field.
  - (d) Senior Instructor Salary Progression/Appointment Point – Requirements - Progression requires 12 months service at Step 9 and written undertaking to perform additional duties / teaching excellence / leadership role.
- (4) Except as otherwise provided in this Agreement, progression from one salary step to a higher salary step shall be by annual increments on satisfactory performance.
- (5) Providing all the mandatory salary progression/appointment point requirements have been met, a candidate may negotiate an appropriate step within the applicable appointment range based on relevant experience.

### **11.2 Senior Instructor Appointment**

- (1) Instructors on Step 9 of the salary scale may elect to progress to Senior Instructor following the required 12 months service at Step 9 and written undertaking to perform additional duties/teaching excellence/leadership role.
- (2) The minimum instructional qualification to progress to Senior Instructor is the Diploma in TAA (or equivalent) and the vocational qualification a relevant Degree (or a postgraduate / vocational graduate certificate) in a relevant field.
- (3) The additional duties expected of a Senior Instructor may include:
- Leadership in teaching practice;
  - Teacher plus team leadership;
  - Mentoring (teachers/tutors);
  - Industry liaison work;
  - Accountability (delegation of financial or staffing);
  - Marketing (development of promotional strategies);
  - Performance of high level duties of a critical nature to the business provided that these duties are not those expected of Directors;
  - International projects/business.
- (4) The list of additional duties is meant to be indicative only and does not provide an exhaustive list, however it is agreed that the allocation of additional duties will demonstrate the improvement of teaching practice

through leadership and mentoring as the highest of the above listed priorities.

- (5) Except as otherwise provided in this Award, progression from one salary step to a higher salary step shall be by annual increments on satisfactory performance.
- (6) Providing all the mandatory salary progression/appointment point requirements have been met, a candidate may negotiate an appropriate step within the applicable appointment range based on relevant experience.
- (7) Should a Senior Instructor fail to meet their undertaking they shall be made subject to a review of their duties and classification which includes assessment of factors impacting on the ability of the Senior Instructor to achieve undertakings. Such a review may consider a re-allocation of duties or a removal of the Senior Instructor classification whereby the employee would return to Step 9.
- (8) There will be no quotas to limit the number of Senior Instructors.
- (9) Detailed guidelines for the operation of Senior Instructors may be developed by the parties to this Agreement from time to time.

## 11.3 Salary Structure Table for Instructional Staff

CURRENT AACC STRUCTURE	NEW AACC STRUCTURE
<i>Instructors</i>	<i>Graduated Entry Levels</i>
Step 1	Deletion of Step 1
Step 2	Deletion of Step 2
	<b><i>Assistant Instructor - Appointment Point</i></b> Requirements - A certificate IV in TAA (or equivalent) and a vocational qualification or demonstrated competencies and experience appropriate to the position (i.e. at or above the level of the competencies to be delivered).
Step 3	New Step 1 (previous Step 3)
Step 4	New Step 2 (previous Step 4)
	<b><i>Instructor Level 1 - Salary Appointment/Progression Point</i></b> Requirements - Progression requires 12 months service plus specified instructional and vocational qualifications and experience required before progression to Step 3. The minimum instructional qualification proposed is the Certificate IV in TAA (or equivalent) and the minimum vocational qualification a Certificate IV (or equivalent) in a field relevant to the instructional role.
Step 5	Step 3
Step 6	Step 4
Step 7	Step 5
Step 8	Step 6
<b><i>Advanced Skills Instructor (ASI)</i></b>	<b><i>Instructor Level 2 - Salary Appointment/Progression Point</i></b> Requirements - Progression requires specified instructional and vocational qualifications. The minimum instructional qualification is the Diploma in TAA (or equivalent) and the vocational qualification a relevant Degree (or a postgraduate / vocational graduate certificate) in a relevant field.
ASI	Step 7
<b><i>Head of Department (HOD)</i></b>	
Step 1	Step 8
Step 2	Step 9
	<b><i>Senior Instructor - Salary Appointment/Progression Point</i></b> Requirements - Progression requires 12 months service at Step 9 and written undertaking to perform additional duties / teaching excellence / leadership role.
Step 3	Step 10
	Step 11
	Step 12

#### 11.4 Reasonable Hours Of Work – Instructional Staff

- (1) The parties agree that it is not intended that instructors continually undertake high workloads.
- (2) Timetabling should be based on flexibility, reflect the most effective combination of contact and non-contact time and demonstrate equitable distribution of workload across the team.
- (3) The allocation of duties within the ordinary hours of work will be determined by negotiation between the team and the immediate supervisor. Instructional teams will negotiate appropriate delivery arrangements, which consider the nature, complexity, history and future requirements of the program. The negotiation of appropriate delivery arrangements will involve educational members of delivery teams developing their program within reasonable parameters set by AACC.
- (4) Ultimate responsibility for these arrangements rests with those in supervisory, management and/or training coordination roles.
- (5) These guidelines have been written to provide greater clarity to the Agreement for the purposes of introducing a consistent approach across AACC. The rationale of this document is predicated upon flexibility to allow individual locations to incorporate local environmental factors.
- (6) The guidelines recognise best practice through the empowerment of teams to develop their own programs with management approval of final programs.
- (7) Where the parties are unable to reach agreement on the allocation of duties within a program, the matter shall be dealt with in accordance with the dispute resolution process outlined in clause 2.2 of this agreement.

#### 11.5 Custom and Practice

The parties agree that following on from commitments undertaken as part of EB1, except where otherwise outlined in this agreement, the following custom and practice payments and arrangements shall cease to have effect:

- Current uniform allowances
- Current protective clothing allowances
- Current housing arrangements
- Current PPE arrangements
- Current Christmas/New Year closedown entitlements
- Current annual leave accrual arrangements

#### 11.6 Annual Leave Entitlements

The entitlements for annual leave including half pay annual leave are prescribed in the Directive relating to Recreation Leave issued by the Minister for industrial relations in accordance with section 54 of the *Public Service Act 2008* and shall apply from 1 January 2010.

#### 11.7 Christmas/New Year Closedown Entitlements

- (1) The entitlements for Christmas/New Year closedown are prescribed in the Directive relating to Recreation Leave issued by the Minister for industrial relations in accordance with section 54 of the *Public Service Act 2008* and shall apply from 1 January 2010.
- (2) In accordance with the AACC TOIL Policy, staff shall be afforded the opportunity to work additional time throughout the year for use during the Christmas/New Year closedown period.

#### 11.8 Sick Leave Entitlements – Agricultural Colleges (Domestic and General Staff) Award – State 2003

Employees engaged under the terms and conditions of the *Agricultural Colleges (Domestic and General Staff) Award – State 2003* shall continue to accrue an entitlement to 76 hours sick leave for each year of service as from 1 July 2003.

#### 11.9 Long Service Leave

The entitlements for long service leave including half pay long service leave and minimum period of leave are prescribed in the Directive relating to Long Service Leave issued by the Minister for industrial relations in accordance with section 54 of the *Public Service Act 2008*.

### 11.10 Transfer and Appointment Expenses

The Directive related to Transfer and Appointment Expenses issued by the Minister for industrial relations in accordance with section 54 of the *Public Service Act 2008* shall apply.

### 11.11 Housing

- (1) Effective 1 January 2010 AACC shall implement a Housing Policy.
- (2) The Housing Policy shall be developed in accordance with a number of core principles and shall be finalised by 1 December 2009.
- (3) The final policy will be subject to review and approval by the CEO or delegated officer.
- (4) In the event that agreement is not reached by the parties within the agreed timeframes, the parties shall refer the matter to the CEO or delegated officer for determination. The parties may also access the provisions of clause 2.2 of this agreement.
- (5) The development of the Housing Policy shall be guided by the following:
  - (a) all employees in AACC housing pay rent with an exception those considered to be salaried employees required to be on campus to meet an identified business need or under contractual employment provisions rather than permanent employment provisions.
  - (b) Occupancy is guaranteed for a limited period of time (to be determined for each category prior to policy implementation).
  - (c) rental values shall be at a rate to meet the business need (attraction and establishment within a region).
  - (d) rental values shall be tiered on the basis of standard/size/condition – 3 categories: quarters, flats and houses.
  - (e) rental values shall be initially capped at values to be determined for each category prior to implementation per week then indexed annually to inflation rate. Reasonable notice in accordance with the *Residential Tenancies and Rooming Accommodation Act 2008* shall be provided of any such increases.
  - (f) all employees in AACC housing pay for utilities (or a levy in lieu of metered utilities).
  - (g) utilities shall be initially capped at values to be determined for each category prior to implementation per week and then indexed annually to inflation rate until such times housing can be individually metered and costed. Reasonable notice in accordance with the *Residential Tenancies and Rooming Accommodation Act 2008* shall be provided of any such increases.
  - (h) after-hours work other than that central to specific appointments (eg. student services managers, production managers, duty officers etc) be subject to expressions of interest from all employees at the location irrespective of housing entitlements (off or on campus).
  - (i) payment for after hours work subject to expressions of interest is paid for at a rate commensurate with the responsibility assigned to that duty.
  - (j) the housing requirements for AACC business needs (on college accommodation for meetings, temporary staff assignments, etc), contracted staff, production and student services staff shall be assigned and then all remaining houses assigned to a pool for attraction and establishment purposes.
  - (k) so as not to unduly burden those currently occupying college housing, but commence implementing a business need, the utilities levy should apply immediately but the rentals introduced over a three year period – 50%, 75% then 100% respectively. Reasonable notice in accordance with the *Residential Tenancies and Rooming Accommodation Act 2008* shall be provided of any such increases.
  - (l) AACC housing stock is to be reviewed to identify properties not of acceptable standards and where practicable bring to standard or remove from housing stock.
  - (m) where an occupant identifies the need for a repair/maintenance or other changes, they are to report the nature of the repair/maintenance requested to the Campus Facilities Coordinator/Manager who shall review the request and where necessary, liaise with the Corporate Facilities Manager and the staff member for any rectification work that may be needed. Where the change may have an impact upon Campus infrastructure and/or local environment, the Campus Facilities Manager shall review the proposed changes and make recommendations to the delegated officer.
  - (n) Existing arrangements pertaining to housing allowances shall continue to apply until a new housing policy is agreed to. These payments shall form part of the Housing Policy Working Party Review.
  - (o) AACC will form a working party from the LCC's/CCC's made up of relevant union employee representatives and AACC management representatives to finalise matters relating to the AACC Housing Policy prior to introduction of the new program in accordance with the outcome of the review from 1 January 2010.

### 11.12 Personal Protective Clothing (PPE)

- (1) AACC shall implement a Personal Protective Equipment (PPE) Policy prior to 1 January 2010.
- (2) Uniform and Protective Clothing Allowances currently paid to employees under custom and practice provisions shall cease as at the date of implementation of the PPE Policy.

### **11.13 Mandatory Closedown**

The employer reserves the right to designate mandatory closures during vacation periods during which employees will access accrued leave. Where employees do not have sufficient annual leave accrued for taking during mandatory closures, the employer may elect to grant annual leave in advance or come to a mutual arrangement on a case-by-case basis. The employer may elect to exempt specific employees from a mandatory closure for purposes of facilities management, etc. Where practicable, at least 6 months notice of a mandatory closure is to be provided.

### **11.14 Higher Duties**

The employer will amend any minimum period as prescribed in the parent awards for undertaking higher duties in line with any changes made to the Directive relating to Higher Duties issued by the Minister for industrial relations in accordance with section 54 of the *Public Service Act 2008*. Any changes to the minimum period will take effect from the same date of operation of the abovementioned directive.

### **11.15 Bereavement Leave**

The employer has the discretion to grant bereavement leave to employees on the death of family members that are not expressly provided for in the parent awards. Cultural and personal reasons may be taken into consideration when an agency makes a decision.

### **11.16 Paid Parental Leave**

The entitlements for paid parental leave are prescribed in the Directive relating to Paid Parental Leave issued by the Minister for industrial relations in accordance with section 54 of the *Public Service Act 2008*.

## **PART 12 WORKPLACE HEALTH AND SAFETY**

The parties to this Agreement are committed to continuous improvement in workplace health and safety outcomes through the implementation of an organisational framework which involves all parties in preventing injuries and illness at the workplace by promoting a safe and healthy working environment. All employees will be assisted in understanding and fulfilling their responsibilities in maintaining a safe working environment.

In particular, workplace health and safety training will be provided to all staff where relevant covering the following:

- Safe manual handling procedures;
- Safe use of equipment and chemicals;
- Safe cleaning practices; and
- Personal safety.

In acknowledging the change to business and impacts on staff, the employer is committed to developing protocols to support staff professionally and personally in their employment (e.g. code of conduct training, conflict resolution, etc).

The AACC Workplace Health and Safety Committee comprising representatives of AACC and the relevant unions will continue to oversight progress on workplace health and safety issues.

## **PART 13 COLLECTIVE INDUSTRIAL RELATIONS**

- (1) The Employer acknowledges that structured, collective industrial relations will continue as a fundamental principle of the management of the AACC. The principle recognises the important role that unions play in the workplace. It supports constructive relations between management and unions and recognises the need to work collaboratively with relevant unions and employees in an open and accountable way.
- (2) Provisions relating to Union Delegates, Union Encouragement and Industrial Relations Education Leave are prescribed in the parent awards.

## **PART 14 WORKPLACE BULLYING**

- (1) The parties recognise that workplace bullying is a serious issue which is not acceptable and must be eliminated.
- (2) The Employer recognises the need for streamlined processes for dealing with workplace bullying complaints. These processes are given effect through a Public Service Commission chief executive Directive relating to Grievance Resolution.

## **PART 15 BALANCING WORK AND FAMILY**

- (1) The employer recognises the increasingly complex interplay between people's work and personal lives and the challenges involved in managing work, family and lifestyle responsibilities. It is committed to helping employees by establishing workplace practices that improve work-life balance.
- (2) The parties recognise that implementing Work-Life Balance initiatives will enable the employer to continue providing effective service delivery.
- (3) The employer is committed to improving the uptake of existing work-life balance policies in order to realise the potential of work-life balance as a tool to improve the attraction and retention of employees and subsequently productivity for employers.
- (4) The employer agrees to actively educate and provide practical tools to implement work-life balance policies and flexible work practices in order to develop organisational cultures that support work-life balance.
- (5) Workplace arrangements supported by the employer to assist employees in balancing work, family and lifestyle responsibilities include (but not limited to):
  - Leave arrangements – e.g. carer's leave, study/training leave, career breaks, cultural leave, flexible access to long service leave, purchased leave;
  - Policies relevant to parenting and pregnancy – e.g. paid/unpaid parental leave, pre-natal leave, spousal leave, breastfeeding facilities, lactation breaks;
  - Flexible working arrangements – e.g. telecommuting, job sharing, flexible hours of work;
  - Additional work provisions – e.g. employee services, health programs, exercise facilities, relocation assistance.
- (6) The employer should monitor the implementation and uptake of work-life balance policies across their workforce in consultation through CCC.
- (7) The parties agree that requests by employees to access work-life balance policies must not be unreasonably refused.

**APPENDIX 1 – SALARY SCHEDULE**

<b>CURRENT AACC INSTRUCTOR STRUCTURE</b>	<b>NEW AACC INSTRUCTOR STRUCTURE</b>	<b>Salary per fortnight (01/10/08)</b>	<b>Salary per annum (01/10/08)</b>	<b>Salary per fortnight (01/10/09)</b>	<b>Salary per annum (01/10/09)</b>	<b>Salary per fortnight (01/10/10)</b>	<b>Salary per annum (01/10/10)</b>	<b>Salary per fortnight (01/10/11)</b>	<b>Salary per annum (01/10/11)</b>
Step 1	Deletion of Step 1	\$1704.10	\$44428.00	Deletion of Step		Deletion of Step		Deletion of Step	
Step 2	Deletion of Step 2	\$1830.30	\$47719.00	Deletion of Step		Deletion of Step		Deletion of Step	
<b>Appointment Point – Assistant Instructor</b>									
Step 3	New Step 1 (previous Step 3)	\$1,893.40	\$49,364	\$1,978.60	\$51,585	\$2,057.70	\$53,648	\$2,140.10	\$55,794
Step 4	New Step 2 (previous Step 4)	\$1,956.90	\$51,019	\$2,045.00	\$53,315	\$2,126.80	\$55,448	\$2,211.80	\$57,666
<b>Salary Progression Point – Instructor Level 1</b>									
Step 5	Step 3	\$2,082.80	\$54,302	\$2,235.20	\$58,314	\$2,324.60	\$60,646	\$2,417.50	\$63,072
Step 6	Step 4	\$2,145.90	\$55,947	\$2,339.10	\$61,026	\$2,432.70	\$63,467	\$2,530.00	\$66,006
Step 7	Step 5	\$2,209.10	\$57,594	\$2,443.00	\$63,735	\$2,540.70	\$66,285	\$2,642.30	\$68,936
Step 8	Step 6	\$2,335.30	\$60,885	\$2,548.70	\$66,493	\$2,650.60	\$69,153	\$2,756.70	\$71,919
<b>Advanced Skills Instructor (ASI)</b>									
<b>Salary Progression Point – Instructor Level 2</b>									
ASI	Step 7	\$2,461.50	\$64,175	\$2,656.50	\$69,305	\$2,762.70	\$72,077	\$2,873.20	\$74,960
<b>Head of Department (HOD)</b>									
Step 1	Step 8	\$2,524.70	\$65,823	\$2,763.60	\$72,100	\$2,874.10	\$74,984	\$2,989.10	\$77,983
Step 2	Step 9	\$2,587.80	\$67,468	\$2,871.80	\$74,923	\$2,986.70	\$77,920	\$3,106.10	\$81,037
<b>Salary Progression Point – Senior Instructor</b>									
Step 3	Step 10	\$2,651.10	\$69,118	\$2,943.20	\$76,787	\$3,061.00	\$79,858	\$3,183.40	\$83,052
	Step 11	New Step	New Step	\$3,015.50	\$78,673	\$3,136.10	\$81,820	\$3,261.60	\$85,092
	Step 12	New Step	New Step	\$3,087.10	\$80,539	\$3,210.50	\$83,760	\$3,339.00	\$87,111

**ADMINISTRATIVE STREAM**

		Salary 1/10/08 per fortnight	Salary 1/10/09 per fortnight	Salary 1/10/10 per fortnight	Salary 1/10/11 per fortnight
AO1	1	\$1,010.50	\$1,078.50	\$1,146.50	\$1,214.50
	2	\$1,084.70	\$1,152.70	\$1,220.70	\$1,288.70
	3	\$1,159.20	\$1,227.20	\$1,295.20	\$1,363.20
AO2	Age				
21	1	\$1,337.40	\$1,405.40	\$1,473.40	\$1,541.40
	2	\$1,374.60	\$1,442.60	\$1,510.60	\$1,578.60
	3	\$1,410.40	\$1,478.40	\$1,546.40	\$1,614.40
	4	\$1,447.60	\$1,515.60	\$1,583.60	\$1,651.60
	5	\$1,485.40	\$1,553.40	\$1,621.40	\$1,689.40
	6	\$1,522.90	\$1,591.40	\$1,659.40	\$1,727.40
	7	\$1,561.70	\$1,632.00	\$1,700.00	\$1,768.00
	8	\$1,603.10	\$1,675.20	\$1,743.20	\$1,813.00
AO3	1	\$1,711.60	\$1,788.60	\$1,860.20	\$1,934.60
	2	\$1,779.20	\$1,859.30	\$1,933.60	\$2,011.00
	3	\$1,846.90	\$1,930.00	\$2,007.20	\$2,087.50
	4	\$1,914.50	\$2,000.70	\$2,080.70	\$2,163.90
AO4	1	\$2,032.80	\$2,124.30	\$2,209.20	\$2,297.60
	2	\$2,101.60	\$2,196.20	\$2,284.00	\$2,375.40
	3	\$2,171.20	\$2,268.90	\$2,359.70	\$2,454.00
	4	\$2,240.20	\$2,341.00	\$2,434.60	\$2,532.00
AO5	1	\$2,363.40	\$2,469.80	\$2,568.50	\$2,671.30
	2	\$2,433.40	\$2,542.90	\$2,644.60	\$2,750.40
	3	\$2,503.20	\$2,615.80	\$2,720.50	\$2,829.30
	4	\$2,573.10	\$2,688.90	\$2,796.40	\$2,908.30
AO6	1	\$2,718.80	\$2,841.10	\$2,954.80	\$3,073.00
	2	\$2,783.60	\$2,908.90	\$3,025.20	\$3,146.20
	3	\$2,848.00	\$2,976.20	\$3,095.20	\$3,219.00
	4	\$2,912.60	\$3,043.70	\$3,165.40	\$3,292.00
AO7	1	\$3,048.60	\$3,185.80	\$3,313.20	\$3,445.70
	2	\$3,123.10	\$3,263.60	\$3,394.20	\$3,530.00
	3	\$3,197.80	\$3,341.70	\$3,475.40	\$3,614.40
	4	\$3,272.50	\$3,419.80	\$3,556.60	\$3,698.80
AO8	1	\$3,382.90	\$3,535.10	\$3,676.50	\$3,823.60
	2	\$3,448.60	\$3,603.80	\$3,747.90	\$3,897.90
	3	\$3,514.60	\$3,672.80	\$3,819.70	\$3,972.50
	4	\$3,580.50	\$3,741.60	\$3,891.30	\$4,046.90

**PROFESSIONAL STREAM**

		<b>Salary 1/10/08 per fortnight</b>	<b>Salary 1/10/09 per fortnight</b>	<b>Salary 1/10/10 per fortnight</b>	<b>Salary 1/10/11 per fortnight</b>	
PO1	1	\$1,039.60	\$1,107.60	\$1,175.60	\$1,243.60	
	2	\$1,156.80	\$1,224.80	\$1,292.80	\$1,360.80	
	3	\$1,274.10	\$1,342.10	\$1,410.10	\$1,478.10	
	Age 21	4	\$1,397.00	\$1,465.00	\$1,533.00	\$1,601.00
	5	\$1,458.00	\$1,526.00	\$1,594.00	\$1,662.00	
	6	\$1,519.70	\$1,588.10	\$1,656.10	\$1,724.10	
	7	\$1,584.30	\$1,655.60	\$1,723.60	\$1,792.50	
PO2	1	\$1,709.40	\$1,786.30	\$1,857.80	\$1,932.10	
	2	\$1,808.40	\$1,889.80	\$1,965.40	\$2,044.00	
	3	\$1,902.10	\$1,987.70	\$2,067.20	\$2,149.90	
	4	\$2,005.40	\$2,095.60	\$2,179.50	\$2,266.60	
	5	\$2,103.80	\$2,198.50	\$2,286.40	\$2,377.90	
	6	\$2,201.90	\$2,301.00	\$2,393.00	\$2,488.70	
PO3	1	\$2,315.40	\$2,419.60	\$2,516.40	\$2,617.00	
	2	\$2,388.20	\$2,495.70	\$2,595.50	\$2,699.30	
	3	\$2,460.70	\$2,571.40	\$2,674.30	\$2,781.30	
	4	\$2,532.90	\$2,646.90	\$2,752.80	\$2,862.90	
PO4	1	\$2,700.30	\$2,821.80	\$2,934.70	\$3,052.10	
	2	\$2,771.00	\$2,895.70	\$3,011.50	\$3,132.00	
	3	\$2,841.60	\$2,969.50	\$3,088.30	\$3,211.80	
	4	\$2,912.50	\$3,043.60	\$3,165.30	\$3,291.90	
PO5	1	\$3,048.60	\$3,185.80	\$3,313.20	\$3,445.70	
	2	\$3,123.10	\$3,263.60	\$3,394.20	\$3,530.00	
	3	\$3,197.80	\$3,341.70	\$3,475.40	\$3,614.40	
	4	\$3,272.50	\$3,419.80	\$3,556.60	\$3,698.80	
PO6	1	\$3,382.90	\$3,535.10	\$3,676.50	\$3,823.60	
	2	\$3,448.60	\$3,603.80	\$3,747.90	\$3,897.90	
	3	\$3,514.60	\$3,672.80	\$3,819.70	\$3,972.50	
	4	\$3,580.50	\$3,741.60	\$3,891.30	\$4,046.90	

**TECHNICAL STREAM**

		<b>Salary 1/10/08 per fortnight</b>	<b>Salary 1/10/09 per fortnight</b>	<b>Salary 1/10/10 per fortnight</b>	<b>Salary 1/10/11 per fortnight</b>	
TO1	1	\$1,039.60	\$1,107.60	\$1,175.60	\$1,243.60	
	2	\$1,156.80	\$1,224.80	\$1,292.80	\$1,360.80	
	3	\$1,274.10	\$1,342.10	\$1,410.10	\$1,478.10	
	Age 21	4	\$1,397.00	\$1,465.00	\$1,533.00	\$1,601.00
	5	\$1,458.00	\$1,526.00	\$1,594.00	\$1,662.00	
	6	\$1,519.70	\$1,588.10	\$1,656.10	\$1,724.10	
	7	\$1,584.30	\$1,655.60	\$1,723.60	\$1,792.50	
TO2	1	\$1,609.80	\$1,682.20	\$1,750.20	\$1,820.30	
	2	\$1,667.30	\$1,742.30	\$1,812.00	\$1,884.50	
	3	\$1,728.60	\$1,806.40	\$1,878.60	\$1,953.80	
	4	\$1,790.50	\$1,871.10	\$1,945.90	\$2,023.80	
	5	\$1,852.40	\$1,935.80	\$2,013.20	\$2,093.70	
	6	\$1,914.30	\$2,000.40	\$2,080.50	\$2,163.70	
TO3	1	\$2,032.80	\$2,124.30	\$2,209.20	\$2,297.60	
	2	\$2,089.30	\$2,183.30	\$2,270.70	\$2,361.50	
	3	\$2,145.50	\$2,242.00	\$2,331.70	\$2,425.00	
	4	\$2,201.90	\$2,301.00	\$2,393.00	\$2,488.70	
TO4	1	\$2,315.40	\$2,419.60	\$2,516.40	\$2,617.00	
	2	\$2,392.30	\$2,500.00	\$2,600.00	\$2,703.90	
	3	\$2,467.90	\$2,579.00	\$2,682.10	\$2,789.40	
TO5	1	\$2,573.10	\$2,688.90	\$2,796.40	\$2,908.30	
	2	\$2,650.60	\$2,769.90	\$2,880.70	\$2,995.90	
	3	\$2,728.80	\$2,851.60	\$2,965.70	\$3,084.30	
	4	\$2,806.30	\$2,932.60	\$3,049.90	\$3,171.90	
TO6	1	\$2,899.30	\$3,029.80	\$3,151.00	\$3,277.00	
	2	\$2,973.80	\$3,107.60	\$3,231.90	\$3,361.20	
	3	\$3,048.60	\$3,185.80	\$3,313.20	\$3,445.70	

**OPERATIONAL STREAM**

		<b>Salary 1/10/08 per fortnight</b>	<b>Salary 1/10/09 per fortnight</b>	<b>Salary 1/10/10 per fortnight</b>	<b>Salary 1/10/11 per fortnight</b>	
OO1	1	\$ 870.40	\$938.40	\$1,006.40	\$1,074.40	
	2	\$ 954.90	\$1,022.90	\$1,090.90	\$1,158.90	
	3	\$1,041.80	\$1,109.80	\$1,177.80	\$1,245.80	
	4	\$1,129.10	\$1,197.10	\$1,265.10	\$1,333.10	
	5	\$1,216.30	\$1,284.30	\$1,352.30	\$1,420.30	
	6	\$1,303.70	\$1,371.70	\$1,439.70	\$1,507.70	
OO2	Age 21	1	\$1,337.40	\$1,405.40	\$1,473.40	\$1,541.40
	2	\$1,376.30	\$1,444.30	\$1,512.30	\$1,580.30	
	3	\$1,414.30	\$1,482.30	\$1,550.30	\$1,618.30	
	4	\$1,453.20	\$1,521.20	\$1,589.20	\$1,657.20	
OO3	1	\$1,476.30	\$1,544.30	\$1,612.30	\$1,680.30	
	2	\$1,506.90	\$1,574.90	\$1,642.90	\$1,710.90	
	3	\$1,537.10	\$1,606.30	\$1,674.30	\$1,742.30	
	4	\$1,568.50	\$1,639.10	\$1,707.10	\$1,775.40	
OO4	1	\$1,633.10	\$1,706.60	\$1,774.90	\$1,845.80	
	2	\$1,684.90	\$1,760.70	\$1,831.10	\$1,904.40	
	3	\$1,739.90	\$1,818.20	\$1,890.90	\$1,966.60	
	4	\$1,794.50	\$1,875.30	\$1,950.30	\$2,028.30	
OO5	1	\$1,843.20	\$1,926.10	\$2,003.20	\$2,083.30	
	2	\$1,906.10	\$1,991.90	\$2,071.50	\$2,154.40	
	3	\$1,969.60	\$2,058.20	\$2,140.60	\$2,226.20	
	4	\$2,032.80	\$2,124.30	\$2,209.20	\$2,297.60	
OO6	1	\$2,124.50	\$2,220.10	\$2,308.90	\$2,401.30	
	2	\$2,182.10	\$2,280.30	\$2,371.50	\$2,466.40	
	3	\$2,240.20	\$2,341.00	\$2,434.60	\$2,532.00	
OO7	1	\$2,350.20	\$2,456.00	\$2,554.20	\$2,656.40	
	2	\$2,409.20	\$2,517.60	\$2,618.30	\$2,723.10	
	3	\$2,467.90	\$2,579.00	\$2,682.10	\$2,789.40	

## APPENDIX 2 - AUSTRALIAN QUALIFICATIONS FRAMEWORK

The Australian Qualifications Framework (the AQF) is a unified system of fifteen national qualifications in schools, vocational education and training (TAFEs, Agricultural Colleges and private providers) and the higher education sector (mainly universities):

AQF Qualifications	Referred to in this agreement as:
·Senior Secondary Certificate of Education	
·Certificate I	AQF I
·Certificate II	AQF II
·Certificate III	AQF III
·Certificate IV	AQF IV
·Diploma	AQF V
·Advanced Diploma	AQF VI
·Associate Degree	
·Bachelor Degree	
·Graduate Certificate	
·Vocational Graduate Certificate	
·Graduate Diploma	
·Vocational Graduate Diploma	
·Masters Degree	
·Doctoral Degree	

The Framework links together all these qualifications and is a highly visible, quality-assured national system of educational recognition which promotes lifelong learning and a seamless and diverse education and training system.

### Why is the AQF important?

Qualifications certify the knowledge and skills a person has achieved through study, training, work and life experience. The AQF helps all learners, employers and education and training providers to participate and navigate the qualifications system. Under the AQF, learners can start at the level that suits them and then build up as their needs and interests develop and change over time. The Framework assists learners to plan their career progression, at whatever stage they are within their lives and when they are moving interstate and overseas. In this way, the AQF supports national standards in education and training and encourages lifelong learning.

### What are the key objectives of the AQF?

The AQF:

- provides nationally consistent recognition of outcomes achieved in post-compulsory education;
- helps with developing flexible pathways which assist people to move more easily between education and training sectors and between those sectors and the labour market by providing the basis for recognition of prior learning, including credit transfer and work and life experience;
- integrates and streamlines the requirements of participating providers, employers and employees, individuals and interested organisations;
- offers flexibility to suit the diversity of purposes of education and training;
- encourages individuals to progress through the levels of education and training by improving access to qualifications, clearly defining avenues for achievement, and generally contributing to lifelong learning;
- encourages the provision of more and higher quality vocational educational and training through qualifications that normally meet workplace requirements and vocational needs, thus contributing to national economic performance; and
- promotes national and international recognition of qualifications offered in Australia.

**SIGNATORIES**

Signed by the Executive Officer of the Australian Agricultural College Employing Office ABN 65 259 790 558:  
John Bird

In the presence of: Christine Naylor

Signed for and on behalf of the Queensland Public Sector Union of Employees: Alex Scott

In the presence of: Julian Howe

Signed for and on behalf of the Liquor Hospitality and Miscellaneous Union Queensland Branch, Union of  
Employees: Michael de Brenni

In the presence of: Ashley Fleming

This Agreement is certified under the *Industrial Relations Act 1999*, chapter 6 part 1

, Commissioner.

Filed on the 6 day of November 2009, certified by the Commission and given Register No. CA/2009/131, in the  
Certified Agreements Register.

Dated this     day of                     2009.

G Savill,  
Industrial Registrar.

Operative Date: