

QUEENSLAND INDUSTRIAL RELATIONS COMMISSION

Industrial Relations Act 1999 – s. 156 – certification of an agreement

State Government Entities Certified Agreement 2015

Matter No. CA/2016/22

COMMISSIONER BLACK

2 June 2016

CERTIFICATE

This matter coming on for hearing before the Commission on 1 June 2016, pursuant to section 831 of the *Industrial Relations Act 1999* (Qld) and section 156 of the *Industrial Relations Act 1999* (Qld) (as in force immediately prior to 1 December 2013), the Commission certifies the following written agreement:

State Government Entities Certified Agreement 2015 CA/2016/22

Made between:

Chief Executive (or equivalent) of the entities prescribed at Appendix 1 of the State Government Entities Certified Agreement 2015

AND

The Association of Professional Engineers, Scientists and Managers, Australia, Queensland Branch, Union of Employees;
Australian Institute of Marine and Power Engineers' Union of Employees, Queensland District;
Australian Maritime Officers Union Queensland, Union of Employees;
The Australian Workers' Union of Employees, Queensland;
Automotive, Metals, Engineering, Printing and Kindred Industries Industrial Union of Employees, Queensland;
The Construction, Forestry, Mining and Energy, Industrial Union of Employees, Queensland;
The Electrical Trades Union of Employees Queensland;
Plumbers and Gasfitters Employees' Union Queensland, Union of Employees;
Queensland Nurses' Union of Employees;
Together Queensland, Industrial Union of Employees;
Queensland Services, Industrial Union of Employees;
Queensland Teachers Union of Employees;
Shop, Distributive and Allied Employees Association (Queensland Branch) Union of Employees;
Transport Workers' Union of Australia, Union of Employees (Queensland Branch); and
United Voice, Industrial Union of Employees, Queensland.

The agreement was certified by the Commission on 1 June 2016 and shall operate from **1 June 2016** until its nominal expiry on **31 August 2018**.

This agreement replaces the *State Government Departments Certified Agreement 2009 (CA/2010/6)* and the *Crime and Misconduct Commission Certified Agreement 2009 (CA/2009/175)* except in relation to employees of TAFE Queensland and nursing staff employed by the Department of Education and Training covered by the *State Government Departments Certified Agreement 2009* and who are not within the scope of the *State Government Entities Certified Agreement 2015*.

Pursuant to s 163(2) of the *Industrial Relations Act 1999 (Qld)*, the designated award for QGAir pilots is the federal *Air Pilots Award 2010 (MA000046)*, the designated award for QGAir air crew is the *CHC Helicopters (Aircrew/Rescue Crew) Award 2002* (a federal transitional enterprise award), and the designated award for employees of the Office of the Governor is the *Queensland Public Service Officers and Other Employees Award – State 2015*.

By the Commission,

Industrial Commissioner Black

QUEENSLAND INDUSTRIAL RELATIONS COMMISSION

Industrial Relations Act 1999, s.156

The Chief Executive (or equivalent) of the entities prescribed at Appendix 1 of this Agreement

AND

Together Queensland, Industrial Union of Employees; and others

(No. CA/2016/22)

STATE GOVERNMENT ENTITIES CERTIFIED AGREEMENT 2015

APPLICATION FOR CERTIFICATION OF AGREEMENT

THE AGREEMENT, having been made under the *Industrial Relations Act 1999*, on the 1st day of June 2016, BETWEEN the Chief Executive (or equivalent) of the entities prescribed at Appendix 1 of this Agreement AND The Association of Professional Engineers, Scientists and Managers, Australia, Queensland Branch, Union of Employees; Australian Institute of Marine and Power Engineers' Union of Employees, Queensland District; The Australian Workers' Union of Employees, Queensland; Automotive, Metals, Engineering, Printing and Kindred Industries Industrial Union of Employees, Queensland; The Construction, Forestry, Mining and Energy, Industrial Union of Employees, Queensland; The Electrical Trades Union of Employees Queensland; Australian Maritime Officers Union Queensland, Union of Employees; Plumbers and Gasfitters Employees' Union Queensland, Union of Employees; Queensland Nurses' Union of Employees; Queensland Teachers Union of Employees; Shop, Distributive and Allied Employees Association (Queensland Branch) Union of Employees; Together Queensland, Industrial Union of Employees; Queensland Services, Industrial Union of Employees; Transport Workers' Union of Australia, Union of Employees (Queensland Branch); and United Voice, Industrial Union of Employees, Queensland witness that the parties mutually agree as follows:

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This Agreement will be known as the *State Government Entities Certified Agreement 2015*.

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1.3 Application

- (1) Subject to clause 1.3(2), this Agreement will apply to persons employed in the entities specified in Appendix 1 and whose wages and conditions are prescribed in this Agreement.
- (2) The following persons are not covered by this Agreement:
 - (a) Chief Executives, Senior Executives and Senior Officers under the *Public Service Act 2008*; appointments made on a fixed term declared under s. 121 of the *Public Service Act 2008*; employees engaged under contractual arrangements (this does not refer to employees under ss. 147 and 148 of the *Public Service Act 2008* engaged for a fixed term); and “banded” officers;
 - (b) Executive Officers appointed under the *Police Service Administration Act 1990*;
 - (c) Employees of TAFE Queensland.

1.4 Date of Operation

The agreement operates from the date of certification until the nominal expiry date of 31 August 2018.

1.5 Posting of Agreement

A copy of this Agreement must be displayed in a conspicuous place at the workplace, where it can be easily read by employees in the workplace. Electronic access to this Agreement where available is sufficient to meet the requirements of this clause.

1.6 Relationship to Awards and Industrial Instruments

- (1) This Agreement is to be read in conjunction with awards and industrial instruments covering employees covered by this Agreement contained in Appendix 3. In the event of any inconsistency with these awards and industrial instruments, the terms of this Agreement will take precedence.
- (2) *The Queensland Office of Gaming Regulation Casino-Based Inspectors' Determination 2002* shall continue to apply. In the event of any inconsistency with that Determination, the terms of this Agreement will take precedence.
- (3) *The DPI&F Fire Ant Control Centre – Certified Agreement 2006* shall continue to apply. In the event of any inconsistency with that certified agreement, the terms of this Agreement will take precedence.
- (4) *The Parliamentary Service Certified Agreement 2009* shall continue to apply. In the event of any inconsistency with that certified agreement, the terms of this Agreement will take precedence.

1.7 Replacement Agreement

This Agreement replaces the following certified agreements when this Agreement is certified:

- (1) *State Government Departments Certified Agreement 2009 (CA2010/6)* insofar as it has application to employees covered by this Agreement.

- (2) *The Crime and Misconduct Commission Certified Agreement 2009*. Directives referenced in this Agreement will only apply to employees of the Crime and Corruption Commission to the extent that employees are eligible under the specific terms of each Directive.

1.8 Continuation of Provisions in Previous Certified Agreements

- (1) The provisions of the previously replaced certified agreements identified and outlined in Appendices 5 to 21 apply only to those employees covered by this Agreement who are employed in those respective entities to which the corresponding provisions specified in Appendices 5 to 21 previously applied. Such provisions apply unless specifically overridden or unless inconsistent with any of the provisions of this Agreement.
- (2) The parties recognise that the incorporation process undertaken during negotiations for this Agreement which identified the relevant provisions agreed to be carried on and outlined in detail in the relevant appendices of this Agreement may inadvertently result in the exclusion of a whole or part of an arrangement or entitlement from the appendices. Where the Central Consultative Forum agree, such identified provisions will continue to administratively operate and will be considered for inclusion in the next Core agreement.

1.9 Objectives of This Agreement

The public sector is a major employer in the State and provides a service that affects the daily lives of all Queenslanders. The parties are committed to an effective public sector, delivering quality services to Queenslanders to support the Government's priorities and obligations to the community. The public sector will strive for improvements in service delivery, improved efficiency and effectiveness of its operations and activities.

1.10 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) 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*.

1.11 Definitions and Abbreviations

AEO means Assistant Electoral Officer

Australian Qualifications Framework (AQF) means the national system of recognition for the issue of vocational qualifications. The AQF is set out in Appendix 4.

CC means a Consultative Committee.

CCF means the Central Consultative Forum.

Commission means the Queensland Industrial Relations Commission (QIRC)

Core means the departments and entities covered by the *State Government Entities Certified Agreement 2015*.

CRS means the Classification and Remuneration System used by the Queensland Public Service.

Employer means the Chief Executive (or equivalent) of the entities prescribed at Appendix 1 of this Agreement.

PSTP means Public Sector Training Package.

PART 2: WAGES, ALLOWANCES AND OTHER CONDITIONS

2.1 New Wage Rates

- (1) In recognition of the commitment of the parties as specified in clause 1.9 “Objectives of This Agreement”, the following wage increases shall be available to employees covered by this Agreement:

1 September 2015	2.5% per annum
1 September 2016	2.5% per annum
1 September 2017	2.5% per annum

The salary schedules are set out in Appendix 3.

- (2) The parties to this Agreement recognise that remuneration received by employees in accordance with Ministerial Directives 16/13 and 5/15 shall be offset against any salary and salary based allowance increases payable under the Agreement between 31 July 2012 and the date of certification of this Agreement.

2.2 Section 831 payment

- (1) In recognition of the absence of a wage increase for a period of 16 months and agreement of the parties to end the arbitration CA2012/289, a one-off ‘Section 831 payment’ up to a maximum of \$1300 per employee (subject to tax) will be payable following certification of this agreement to employees that are:

- (a) covered by this agreement; and
- (b) employed as at 1 April 2016 in an entity listed in Appendix 1.

- (2) Part-time employees will receive a pro rata ‘Section 831 payment’ based upon their full-time equivalent employment status as at 1 April 2016.

- (3) Casual employees will receive a pro rata ‘Section 831 payment’ based upon the average hours worked by that casual employee in the preceding 12 months prior to 1 April 2016. However, if the casual employee has been employed on a casual basis for a period less than 12 months prior to 1 April 2016, their pro rata payment will be calculated based on their average hours of work over the period of their employment.

- (4) Employees who are eligible to receive the ‘Section 831 payment’ and have returned from parental leave on a part-time arrangement between 1 September 2015 and 1 April 2016 inclusive, will have their ‘Section 831 payment’ calculated based upon the greater of their full-time equivalent employment status:

- (a) immediately prior to commencing parental leave; or
- (b) as at 1 April 2016.

- (5) This ‘Section 831 payment’ will only be paid once and will not form part of future certified agreements.

2.3 No Loss of Show Day

- (1) Where an employee is required to perform work duties (including training) at an alternative location to their usual place of work on a day where the show day holiday applies, such employee will be

given a day off in lieu, to be taken by mutual agreement with the employee's supervisor.

- (2) Provided that an employee subject to this Agreement, and whether engaged in different entities or locations over a calendar year or not, is only entitled to leave on full pay for a show holiday once each calendar year.

2.4 Annual leave loading payment

- (1) Payment of annual leave loading will be consolidated and paid to all employees, except those employees employed in entities listed at clause 2.4(3), during December of each year.
- (2) It is at the discretion of each entity to determine whether they wish to apply this clause to non-continuous and/or continuous shift-workers.
- (3) Entities not subject to clause 2.4(1) and (2):
 - Queensland Building and Construction Commission

2.5 Aggregated Hours

- (1) Where agreed between the employer and employee, and subject to policy requirements, an employee may work varied weekly hours provided that at the end of an agreed work cycle of 3 months or more the employee has worked the total ordinary hours for the work cycle.
- (2) This provision is designed to cater mainly for seasonal work or work units which have discernible peaks and troughs in workloads at different times of the year.
- (3) Overtime arrangements/penalty rates apply to work in excess of the agreed hours of duty.
- (4) This provision may be implemented by agreement between management and the majority of employees affected in the workplace.
- (5) This provision does not apply to:
 - Crime and Corruption Commission
 - Queensland Parliamentary Service
 - Queensland Building and Construction Commission
 - Electoral Commission Queensland
 - QRAA
 - Office of the Governor

2.6 Extra leave for proportionate Salary (purchased leave)

- (1) Where agreed between the employer and employee, and subject to policy requirements, employees can agree to work reduced months in a year and receive a proportionate salary over a full twelve month period, where this arrangement meets the operational needs of an entity.

2.7 Averaging of ordinary hours of work

- (1) Where agreed between the employer and employee, and subject to policy requirements, mechanisms will operate by which employees can agree to average ordinary hours of work over a cycle with differential daily and weekly hours, e.g. in a four week work cycle an employee may work 45 hours in one week and 30 hours the next week, provided that the total standard ordinary hours for the month are worked. Under this arrangement the agreed working hours for individual employees would be established in consultation between management and the employee. Normal overtime arrangements/penalty rates will only apply for the hours worked in excess of the agreed hours of duty.

- (2) This provision does not apply to:
- Queensland Parliamentary Service
 - Queensland Building and Construction Commission
 - Electoral Commission Queensland
 - QRAA
 - Office of the Governor

2.8 Locality allowances

- (1) Locality allowances are payable to eligible employees in accordance with the *Ministerial Directive 19/99 (Locality Allowances)* issued in accordance with section 54 of the *Public Service Act 2008*, other than employees of QRAA and Qld Parliamentary Service.
- (2) The rates prescribed by the *Ministerial Directive 19/99 (Locality Allowances)* are increased by 5.5% from 1 January 1997 for all centres other than those in coastal local government areas as at that date and listed in Appendix 2 of this agreement.

2.9 Queensland Employment Standards

The following Queensland Employment Standards (QES) shall apply for the life of this agreement.

2.9.1 Requirements for Cashing out Annual Leave

- (1) Annual leave may not be cashed out except under this clause.
- (2) An employer and an employee may agree to the employee cashing out a particular amount of the employee's annual leave.
- (3) The employer and employee must not agree to the employee cashing out an amount of annual leave if the cashing out would result in the employee's accrued annual leave entitlement being less than 4 weeks.
- (4) Each cashing out of a particular amount of annual leave must be by a separate agreement in writing.
- (5) The employer must pay the employee at least the full amount that would have been payable to the employee had the employee taken the annual leave that has been forgone.

2.9.2 Payment for Annual Leave

- (1) The employer must pay an employee for annual leave:
- (a) at the ordinary rate being paid to the employee immediately before the leave is taken; or
 - (b) if, immediately before taking the leave, the employee is being paid at a higher rate than the ordinary rate—at the higher rate.
- (2) If an employee is entitled to receive an amount representing commission in the employee's annual leave payment, the employer must pay the default average commission unless:
- (a) relevant industrial instrument, or a contract between the employer and employee, otherwise provides; or
 - (b) the Commission, on application, considers that the default average commission would not represent a fair amount in the circumstances.

(3) If, on application under subsection (2)(b), the Commission considers the default average commission would not represent a fair amount in the circumstances, the Commission may make the order it considers appropriate in the circumstances.

(4) In this section:

default average commission means:

- (a) the total commissions payable to the employee in the 1 year before the leave is taken, or during the employee's period of employment, whichever is less;
- (b) divided by 365.25, or the number of days in the employee's period of employment, whichever is less;
- (c) multiplied by the number of days starting on the day the leave commences and ending on the day before the employee is due to return to work.

2.9.3 Payment for Long Service Leave

(1) An employer must pay an employee for long service leave at the following rate:

- (a) if the employee is, immediately before taking the leave, being paid at a higher rate than the ordinary rate—the higher rate;
- (b) otherwise—the ordinary rate being paid to the employee immediately before the leave is taken.

(2) An employer must not reduce an employee's usual rate, before an employee starts long service leave, with intent to avoid the entity's obligation under subsection (1)(a).

(3) If satisfied an employer has contravened subsection (2), the Commission may order the employer to pay the employee at the usual rate even though the employee was not being paid the usual rate immediately before starting leave.

(4) If, during the employee's long service leave:

- (a) the ordinary rate is increased above the higher rate—the employer must pay the employee at the increased rate for the part of the leave period to which the increased rate applies; or
- (b) the ordinary rate is reduced—the employer may pay the employee at the reduced rate for the part of the leave period to which the reduced rate applies.

(5) If the employee is a seasonal employee, this clause applies subject to section 71HN of the *Industrial Relations Act 1999*.

(6) In this section:

usual rate means the rate:

- (a) at which the employee is being paid for ordinary time; and
- (b) that is higher than the ordinary rate.

2.9.4 Entitlement to sick leave

- (1) An employee is entitled to at least 10 days sick leave on full pay for each completed year of employment with an employer.
- (2) Unless a modern industrial instrument provides otherwise, an employee's entitlement to paid sick leave accumulates:
 - (a) progressively during a year of employment according to the employee's ordinary hours of work; and
 - (b) from year to year.
- (3) Sick leave may be taken for part of a day. *Examples:*
 - (a) An employee is ordinarily required to work for 8 hours on a particular day and on that day becomes sick after working 3 hours. The employee may take sick leave for the remaining 5 hours that employee is unable to work because of the sickness.
 - (b) An employee is ordinarily required to perform work for 40 hours a week over 5 days, but has come to an arrangement with the employer to work 10 hours a day for 4 days a week. If the employee is unable to work because of sickness on a day, the employee may take 10 hours sick leave, which equates to 1 and a $\frac{1}{4}$ of a days sick leave.
- (4) This section does not confer an entitlement or an additional entitlement in relation to employment before the commencement of this section.
- (5) In this section:

day, for an employee who is paid on the basis of the number of hours worked, means:

 - (a) for an employee for whom a modern industrial instrument provides sick leave—a day within the meaning of the instrument to the extent it relates to sick leave; or
 - (b) otherwise—one-fifth of the number of the employee's ordinary hours of work for a week, averaged over each completed 6 weeks of employment with the entity.

2.9.5 Entitlement to be absent on public holiday

- (1) An employee is entitled to be absent from the employee's employment on a day, or part of a day, that is a public holiday in the place where the employee is based for work purposes.
- (2) However, the employee's employer may ask the employee to work on a public holiday if the request is reasonable.
- (3) If the employer asks the employee to work on a public holiday, the employee may refuse the request if:
 - (a) the request is unreasonable; or
 - (b) the refusal is reasonable.
- (4) In deciding whether a request, or a refusal of a request, to work on a public holiday is reasonable, the following must be taken into account:
 - (a) The nature of the employer's calling or business, including its operational requirements;
 - (b) the nature of the work performed by the employee;
 - (c) the employee's personal circumstances, including family responsibilities;

- (d) whether the employee could reasonably expect that the employer might ask the employee to work on the public holiday;
- (e) whether the employee is entitled to receive overtime payments, penalty rates or other compensation for, or a level of remuneration that reflects an expectation of, work on the public holiday;
- (f) the type of employment of the employee, including, for example, whether the employment is full-time, part-time or casual, or involves shift work;
- (g) the period of notice given by the entity before the public holiday in making the request;
- (h) for a refusal of a request—the period of notice given by the employee before the public holiday in refusing the request;
- (i) any other relevant matter.

2.10 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 with in this Agreement or not.
- (2) Subject to sub-clause (3) herein, 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;
 - (d) The parties agree to the continuation of discussions around issues regarding the potential outcomes of the Review of School Administrative and Support Staff (RoSAS).
- (4) In order to provide for outcomes arising from reviews conducted during the life of this Agreement, it is further agreed that the conditions outlined at Appendix [#20] of this Agreement relating to employees in the Compliance division of the Office of Liquor and Gaming Regulation may by agreement of the relevant parties be varied through a later certified agreement made in accordance with the provisions of the *Industrial Relations Act 1999*.
- (5) Unless inconsistent with the terms of this Agreement, the entitlement of employees covered by this Agreement as contained in awards, certified agreements, QIRC orders, determinations or directives 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.
- (6) 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.

- (7) It is a 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.

PART 3: TRAINING

- (1) The parties to this Agreement recognise an ongoing commitment to training and development.
- (2) It is acknowledged that employees should be encouraged to develop required skills and knowledge to support service delivery objectives.
- (3) To achieve the desired levels of knowledge and skills there should be an emphasis upon building capability around key occupations through career development, job design, performance development, and workforce planning. The objective of this approach is to improve workforce capability and entities' service delivery while enhancing job satisfaction and employees' professional growth.
- (4) Training and assessment of competencies may be provided in accordance with the PSTP or other accredited programs relevant to entity needs to enable employees to meet the requirements of clauses 4.1 and 4.2 of this Agreement.

PART 4: RECOGNITION OF ACCREDITED QUALIFICATIONS

4.1 Commitment

- (1) The parties are committed to the principle that financial recompense will be provided for public sector 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 or casual employees, have spent one calendar year and worked 1200 hours at the maximum pay point).

4.2 Appropriate Remuneration

- (1) The following remuneration shall be paid for employees that meet the requirements in clause 4.1:

Certificate IV (AQF IV)	AO2	\$41.50 per fortnight
Diploma (AQF V)	AO3/AEO	\$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 5: CULTURAL LEAVE

Employees may access up to 5 days unpaid cultural leave per year as prescribed at section 40A of the *Industrial Relations Act 1999*. In addition, eligible employees may also access cultural leave:

- as recreation leave;
- as unpaid special leave;

- in lieu of public holidays (where operational circumstances permit);
- as accrued time leave; or
- at the required time with such time made up at a later date.

PART 6: PAID PARENTAL LEAVE

Notwithstanding the federal paid parental leave scheme the current paid parental leave provisions provided by the employer as at the date of certification of this Agreement will not be reduced for the life of this Agreement.

PART 7: EMPLOYMENT SECURITY AND PERMANENT EMPLOYMENT

7.1 Employment Security

- (1) The Government is committed to maximum employment security [*#in accordance with Appendix 24 of this Agreement*] for tenured public sector employees by developing and maintaining a responsive, impartial and efficient public service as the preferred provider of existing services to Government and the community.
- (2) This provision does not apply to apply to Electorate Office staff who have specific termination procedures contained in the *Parliamentary Service Award – State 2015*).

7.2 Permanent Employment

- (1) The parties are committed to maximising permanent employment where possible. Casual or temporary forms of employment should only be utilised where permanent employment is not viable or appropriate. Entities are encouraged to utilise workforce planning and management strategies to assist in determining the appropriate workforce mix for current and future needs.

7.3 Organisational Change and Restructuring

- (1) The Government is committed to providing stability to the public sector by limiting organisational restructuring and contracting-out of services.
- (2) These commitments are effected through the Government’s policy on *Employment Security* and the *Contracting-Out of Government Services* [*#contained at appendices 24 and 25 of this Agreement*].
- (3) All Government departments and entities covered by this Agreement shall provide in writing to the members of their Consultative Committee (CC) of their intention to implement organisational changes that may affect the employment security of employees, prior to the commencement of any planned changes. This shall include all information required to be provided in accordance with the “Introduction of changes” and “Redundancy” clauses of relevant awards. Entities are also required where requested to provide relevant unions with a listing of the affected staff comprising name, job title and work location.
- (4) It is acknowledged that management has a right to implement changes to ensure the effective delivery of public services. The consultation process will not be used to frustrate or delay the changes but rather ensure that all viable options are considered. If this process cannot be resolved at the CC (or equivalent) in a timely manner either party may refer the matter to CCF for resolution.
- (5) The parties agree that entities should report to unions on a quarterly basis the current status of employment practices within the entity. This report should be provided on a quarterly basis at the CC. Specifically, the report should detail the following:

- (a) a snapshot of the current workforce including the total number of employees, the number of employees by appointment type (permanent, temporary and casual), stream allocation;
 - (b) a report on the variance from the previous quarter in the use of casuals, temporaries and the number of people engaged through labour hire;
 - (c) the number of people engaged through labour hire;
 - (d) any significant variance in the number of permanent employees;
 - (e) the conversion of temporary employees to tenured status.
- (6) Permanent public sector employees (except for Electorate Office staff who have specific termination procedures contained in the Queensland *Parliamentary Service Award – State 2015*) will not be forced into unemployment as a result of organisational change or changes in entity priorities. Where changes to employment arrangements are necessary, there will be active pursuit of retraining and alternative placement opportunities. There is a responsibility on the employee to meaningfully participate in the opportunities made available. Entities and employees will comply with all relevant directives (as amended). Where an employee refuses to participate or cooperate in these processes, the full provisions of the directive pertaining to retrenchment may be followed to the extent of their applicability.
- (7) Provisions and entitlements relating to organisational change and restructuring can be found in the directives relating to early retirement, redundancy and retrenchment (as amended) which will apply for the life of this Agreement.
- (8) Entities must provide relevant information to the relevant union/s when it intends to apply the provisions of the directive (as amended) relating to early retirement, redundancy and retrenchment where an employee may be genuinely redundant or is to possibly be retrenched. Such information must be provided at the same time the entity’s intentions are communicated to the employee. An affected employee must be provided with notice of the entity’s intention to make redundant or retrench the employee sufficient to allow the employee to seek relevant independent advice.

7.4 National Disability Insurance Scheme (NDIS) Transition

- (1) The Government is committed to its policy that no permanent Public Sector employee will be forced into unemployment as a consequence of organisational change.
- (2) There will be no forced redundancies for any staff affected by the NDIS transition. In recognition of the significant change that will occur as a consequence of the introduction of the NDIS, DCCSDS will assist employees with the process of retraining and deployment opportunities.
- (3) As part of the phased implementation of the NDIS, DCCSDS, with the NDIA, will establish a review process to ensure that the market is able to support demand for allied health services before withdrawing direct service provision by the state government, Together representatives will be part of this process to ensure staff consultation occurs.
- (4) Further, the state government will convene a cross-agency and –union consultative forum to manage issues encountered by the transition to the NDIS. Allied health services will be a targeted focus for this forum.

PART 8: SALARY PACKAGING

- (1) Salary packaging is available for employees (excluding short-term casual employees) in employing entities covered by this Agreement in accordance with Queensland Government policy found in the Circular issued from time to time by the entity responsible.
- (2) Employers are to apply the following principles for employees that avail themselves of salary packaging:
 - (i) as part of the salary package arrangements, the costs for administering the package, including fringe benefits tax, are met by the participating employee;
 - (ii) there will be no additional increase in superannuation costs or to fringe benefits payments made by the employer;
 - (iii) increases or variations in taxation are to be passed to employees as part of their salary package;
 - (iv) 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;
 - (v) the Employer will pass on to the employee any Input Tax Credits (ITCs) it receives as part of salary packaging;
 - (vi) there will be no significant additional administrative workload or other ongoing costs to the employer;
 - (vii) any additional administrative and fringe benefit tax costs are to be met by the employee;
 - (viii) 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 9: CONSULTATIVE COMMITTEES

9.1 Central Consultative Forum (CCF)

There will be a joint union/employer CCF to oversee the implementation of the certified agreement. The CCF will comprise senior officers from entities of the Queensland Government and relevant unions. The CCF will meet as required. Any party to this Agreement may seek to convene a meeting by contacting the nominated Chair and identifying the issue/s for discussion.

9.2 Consultative Committees (CC)

- (1) The parties agree that employees should be consulted about decisions which may affect their

employment or welfare, and that meaningful consultation with affected employees leads to improved organisational outcomes.

- (2) In recognition of clause 9.2 (1), each entity will have a joint union/employer CC. The CC will be used to facilitate consultation on a broad range of issues, including but not limited to discussion of matters arising from this Agreement such as:
 - (a) Workload Management (Part 16)
 - (b) Organisational Change and Restructuring (Part 7.3)
 - (c) Training (Part 3)
 - (d) Union Encouragement (Part 12)
 - (e) Work/Life Balance (Part 21)
 - (f) Organisational matters such as the review of, changes to or introduction of new workforce management policies.

At the entity level, the CC may agree to establish standing committees, sub-committees, or other additional consultative structures (such as Local Consultative Committees) with agreed terms of reference/operating principles.

- (3) The parties recommend that in addition to CCs, entities facilitate and encourage the operation of consultative forums at the local level. These forums allow for consultation, engagement and dispute resolution directly between affected employees (through their union delegates to the committee/forum) and the relevant decision-makers.
- (4) Each entity will develop, in consultation with the relevant unions, a framework for the conduct of consultation within the entity within six months of the date of certification of this Agreement. This framework should take into account the organisational structure of the entity, the different parties that should be involved in consultative processes, and the interaction between various consultative mechanisms.
- (5) This Agreement, through various provisions, allocates a number of roles and responsibilities to CCs which entities will ensure occur in accordance with the provisions of this Agreement and the Terms of Reference template for CCs. The parties to this Agreement agree to review and update the Terms of Reference template for CCs within six months of the date of certification of this Agreement.

PART 10: COLLECTIVE INDUSTRIAL RELATIONS

- (1) The Government acknowledges that structured, collective industrial relations will continue as a fundamental principle of the management of entities and public sector units. The principle recognises the important role of unions and the traditionally high levels of union membership in the public sector. 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) The Government as an employer recognises that union membership and coverage issues are determined by the provisions of the *Industrial Relations Act 1999* and any determinations of the Queensland Industrial Relations Commission.
- (3) The Government is committed to collective agreements and will not support non-union agreements.

PART 11: ILO CONVENTIONS

The Queensland Government as an 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 public sector workers.

PART 12: UNION ENCOURAGEMENT

- (1) The Government recognises the right of individuals to join a union and will encourage that membership. However, it is also recognised that union membership remains at the discretion of individuals.
- (2) An application for union membership and information on the relevant union/s will be provided to all employees at the point of engagement.
- (3) Information on the relevant union(s) will be included in induction materials.
- (4) Union representative(s) will be provided with the opportunity to discuss union membership with new employees.
- (5) Entities are to provide relevant unions with complete lists of new starters (consisting of name, job title, work email and work location) to the workplace on a quarterly basis, unless agreed between the relevant entity and union to be on a more regular basis. This information is to be provided electronically.
- (6) Entities also are required where requested to provide relevant unions with a listing of current staff comprising name, job title, work email and work location. This information shall be supplied on a six monthly basis, unless agreed between the relevant entity and union to be on a more regular basis. The provision of all staff information to relevant unions shall be consistent with the principles outlined at s.373(4) of the *Industrial Relations Act 1999*. This information is to be provided electronically.

PART 13: UNION DELEGATES

- (1) The Government acknowledges the constructive role democratically elected union delegates undertake in the workplace in relation to union activities that support and assist members. That role will be formally recognised, accepted and supported.
- (2) Public sector employees will be given full access to union delegates/officials during working hours to discuss any employment matter or seek union advice, provided that service delivery is not disrupted and work requirements are not unduly affected.
- (3) Provided that service delivery and work requirements are not unduly affected, delegates will be provided convenient access to facilities for the purpose of undertaking union activities. Such facilities include: telephones, computers, e-mail, photocopiers, facsimile machines, storage facilities, meeting rooms and notice boards. It is expected that management and delegates will take a reasonable approach to the responsible use of such facilities for information and communication purposes.
- (4) Subject to the relevant employee's written approval and any confidentiality provisions, delegates may request access to documents and policies related to a member's employment.

PART 14: INDUSTRIAL RELATIONS EDUCATION LEAVE

- (1) Industrial relations education leave is paid time off to acquire industrial relations knowledge and competencies which develop the employees' capacity to effectively participate in consultative structures, perform a representative role and further the effective operation of grievance and dispute settlement procedures.
- (2) Before the employer approves such leave the union must provide the employer information about the course content, the times at which the courses will be offered, the numbers of attendees, and the types

of employees at whom the course is targeted. Before approving leave, the employer must be satisfied that the proposed course is within the terms of paragraph (1).

- (3) Employees may be granted up to 5 working days (or the equivalent hours) paid time off (non-cumulative) per calendar year to attend industrial relations education sessions, approved by the chief executive (or delegated authority) of the entity.
- (4) Additional leave, over and above 5 working days non-cumulative (or the equivalent hours) in any one calendar year may be granted where approved structured employees' training courses involve more than 5 working days (or the equivalent). Such leave will be subject to consultation between the chief executive (or delegated authority) of the entity, the relevant union and the employee.
- (5) Upon request and subject to approval by the chief executive (or delegated authority) of the entity, employees may be granted paid time off in special circumstances to attend Management Committee Meetings, Union Conferences, and Australian Council of Trade Unions (ACTU) Congress.
- (6) The granting of industrial relations education leave or any additional leave should not impact adversely on service delivery, work requirements or the effectiveness and efficiency of the entity/work unit concerned. At the same time such leave shall not be unreasonably refused.
- (7) At the discretion of the chief executive of the entity/public sector unit concerned, public sector employees may be granted special leave without pay to undertake work with their union. Such leave will be in accordance with the Ministerial Directive relating to "Special Leave" issued and amended in accordance with section 54 of the *Public Service Act 2008*, in relation to special leave without salary. Conditions outlined in this directive that provide for the employees' return to work after unpaid leave will be met.

PART 15: PREVENTION AND SETTLEMENT OF DISPUTES

- (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 where the employee has a reasonable concern about an imminent risk to the employee's health or safety. 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 by the employee and/or his/her union representative to the CCF 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 contained in this procedure shall prevent unions or the Queensland Government from intervening in respect of matters in dispute, should such action be considered conducive to achieving resolution.
- (6) The parties acknowledge that, for matters not covered by this Agreement, there are other dispute resolution procedures available.

PART 16: WORKLOAD MANAGEMENT

- (1) The Queensland Government is committed to working with its employees and the public sector unions to address workload management issues. It is acknowledged that high workloads can in some circumstances lead to unsafe work practices, therefore entities should ensure safe work environments are not compromised, and that entity responsibilities under legislation including duty of care to all employees are complied with.
- (2) It is recognised by the employer that unrealistic expectations should not be placed on employees by line management to consistently perform excessive working hours whereby no opportunities arise to utilise accrued time or time off in lieu (TOIL).
- (3) Entities are obliged to consider the impacts on workloads when organisational change occurs, particularly those impacts arising from the introduction of new programs and from machinery of government changes. Management at the local level should undertake appropriate consultation with affected employees when implementing organisational initiatives including machinery of government changes that may have an impact on the workloads of affected employees.
- (4) The Queensland Government remains committed to the implementation of the workload management tool during the life of this Agreement. In utilising the workload management tool, entities are obliged to adapt the template tool to account for entity-specific circumstances to ensure easier application of the tool.
- (5) In addition, the parties agree that each Consultative Committee (CC) will deal with the issue of workload management. The activities of the CC in the area of workload management should include, but not be limited to, the following:
 - (a) To undertake research on local workload management issues;
 - (b) To address specific workload issues referred by staff of work units, union officials and/or management;
 - (c) To develop expedient processes for referral of workload issues to the CC;
 - (d) Based on research, develop strategies to improve immediate and long term workload issues;
 - (e) To assess the implications of workloads from a workplace health and safety perspective and refer relevant matters to the workplace health and safety committee;
 - (f) To consider the impacts on workloads when organisational change occurs, particularly those impacts arising from the introduction of new programs and from machinery of government changes, and make recommendations to affected workgroups on the management of potential workload issues where appropriate.

PART 17: FAIR CAREER PATHS

- (1) The parties are committed to providing reasonable career opportunities to public sector workers. The parties are committed to provide consistent and transparent classifications across the public sector.
- (2) Each Entity, in consultation with the relevant CC will ensure that it has a review process in place to allow aggrieved employees the opportunity to raise concerns about the work value assessment (utilising the job evaluation management system (JEMS) or other approved methodology) 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.
- (3) Design Principles relating to the JEMS review process were approved by the Central Peak Consultative Committee in 2004 under the auspices of the *State Government Departments Certified Agreement 2003*. These agreed Design Principles were developed and approved for discretionary use by entities when finalising the review process referred to above.

PART 18: WORKPLACE BULLYING

All employees have the right to be treated fairly and with dignity in an environment free from disruption, intimidation, harassment, victimisation and discrimination.

PART 19: CLIENT AGGRESSION

The parties recognise that client aggression is a workplace health and safety issue affecting some public sector workplaces and agree that violence and aggression by clients towards staff is not acceptable.

PART 20: RURAL AND REMOTE HOUSING

The parties acknowledge the Queensland Government's ongoing commitment in providing employees who reside (either permanently or temporarily) in government owned dwellings with a safe residential environment and acceptable facility standards.

PART 21: WORK/LIFE BALANCE

- (1) The employer is committed to workplace practices that improve the balance between work and family for its employees.
- (2) The parties agree that requests by employees to access work-life balance initiatives will be considered provided that it is operationally convenient.

PART 22: SPREAD OF HOURS – BRISBANE CENTRAL BUSINESS DISTRICT

- (1) These provisions shall apply only to employees engaged under the *Queensland Public Service Officers and Other Employees Award – State 2015* where the employee's place of work, at daily commencing and finishing times, is within the Australian Bureau of Statistics Statistical Local Areas of "City – Remainder" and "City – Inner" within the Statistical Subdivision of "0501 – Inner Brisbane".
- (2) In recognition of the problems associated with increased traffic congestion into the Central Business District of Brisbane, the parties agree to a wider ordinary spread of hours of 6.00 am to 7.00 pm for full-time and part-time employees only.

- (3) The purpose of such an arrangement is to allow employees and supervisors to mutually agree to changes to existing commencing and finishing times in order that the employees can commence and/or finish their working hours outside the recognised peak times of 7am to 9am and 4pm to 6pm.
- (4) For the purposes of application of the Ministerial Directive relating to “Excess Travel Time” issued and amended in accordance with section 54 of the *Public Service Act 2008*, which only applies to employees subject to the *Queensland Public Service Officers and Other Employees Award – State 2015*, the ordinary spread of hours for the purposes of Part C (Excess Travel Time) shall be 6.00 am to 7.00 pm.
- (5) The parties affirm that the capacity for an individual employee to have an ordinary spread of hours of 6.00am to 7.00pm by mutual agreement under these provisions will not be used as the rationale to alter customer service delivery arrangements of entities affected by these provisions.
- (6) All other conditions contained in Awards and Ministerial Directives (as amended) relating to overtime, meal breaks and meal allowances shall continue to apply.

PART 23: CONSULTATION ON SIGNIFICANT ISSUES

The parties agree to develop specific consultation provisions regarding the process for when potential significant issues affecting the workforce are identified.

The specific consultation provisions are to be adopted by all entities covered by this agreement.

This will be guided by recommendation 17 of the Report of the Industrial Relations Legislative Reform Reference Group.

This framework will be developed and approved by the CCF within three months of the date of certification of this Agreement.

PART 24: ENTITY-SPECIFIC AND OCCUPATIONAL-SPECIFIC ARRANGEMENTS

Entity specific and occupational specific conditions are contained in Appendices 5 to 21.

SIGNATORIES

Signed by the Under Treasurer of the Queensland Treasury)	Jim Murphy
In the presence of:		Jenifer Kindt
Signed for and on behalf of Safe Food Production Queensland)	Barbara Wilson
In the presence of:		David Wilkinson
Signed for and on behalf of the Office of the Governor)	Mark Gower
In the presence of:		Rosie Turnbull
Signed for and on behalf of QRAA)	Cameron MacMillan
In the presence of:		Peter Noyes
Signed for and on behalf of Crime and Corruption Commission)	Alan MacSporran
In the presence of:		Ashleigh North
Signed for and on behalf of Queensland Parliamentary Service)	Neil Laurie
In the presence of:		Lisa Boulton
Signed for and on behalf of Trade and Investment Queensland)	Jack Noye
In the presence of:		Paul John Bracegirdle

Signed for and on behalf of The Association of Professional Engineers,
Scientists and Managers, Australia, Queensland Branch, Union of Employees) Adam Kerslake

In the presence of: Sean Kelly

Signed for and on behalf of the Australian Institute of Marine and Power)
Engineers' Union of Employees, Queensland District) Peter Toohey

In the presence of: B. Matthey

Signed for and on behalf of the Australian Maritime Officers Union)
Queensland, Union of Employees) Chris Neiberding

In the presence of:) Meghann Papa

Signed for and on behalf of The Australian Workers' Union of Employees,
Queensland) Ben Swan

In the presence of: Charis Mullen

Signed for and on behalf of the Automotive, Metals, Engineering, Printing)
and Kindred Industries Industrial Union of Employees, Queensland) Rohan Webb

In the presence of: E. Barlow

Signed for and on behalf of The Construction, Forestry, Mining and Energy,
Industrial Union of Employees, Queensland) Michael Ravbar

In the presence of: J. Martin

Signed for and on behalf of The Electrical Trades Union of Employees
Queensland)

Peter Simpson

In the presence of:

J. Martin

Signed for and on behalf of Plumbers and Gasfitters Employees'
Union Queensland, Union of Employees)

Gary O'Halloran

In the presence of:

J. Martin

Signed for and on behalf of the Queensland Nurses' Union of Employees)

Beth Mohle

In the presence of:

P. Newman

Signed for and on behalf of Together Queensland,
Industrial Union of Employees)

Alex Scott

In the presence of:

P. Newman

Signed for and on behalf of the Queensland Services,
Industrial Union of Employees)

Neil Henderson

In the presence of:

John Martin

Signed for and on behalf of the Queensland Teachers Union of Employees)

Graham Maloney

In the presence of:

Alex Scott

Signed for and on behalf of the Shop, Distributive and Allied Employees Association (Queensland Branch) Union of Employees)

Chris Gazenbeek

In the presence of:

Justin Power

Signed for and on behalf of the Transport Workers' Union of Australia, Union of Employees (Queensland Branch))

Peter Biagini

In the presence of:

Signed for and on behalf of United Voice, Industrial Union of Employees Queensland)

Gary Bullock

In the presence of:

P Newman

APPENDIX 1: APPLICABLE EMPLOYING ENTITIES

This Agreement shall apply to relevant employees of the following entities:

- Anti-Discrimination Commission Queensland;
- Building Queensland;
- Crime and Corruption Commission – employees appointed pursuant to section 254 of the *Crime and Corruption Act 2001*, other than employees appointed under a written contract of employment in accordance with section 254(4) of the Act;
- Department of Aboriginal and Torres Strait Islander Partnerships (includes Family Responsibilities Commission);
- Department of Agriculture and Fisheries;
- Department of Communities, Child Safety and Disability Services;
- Department of Education and Training (excluding employees covered by the *Department of Education, Training and Employment Teachers' Certified Agreement 2012* or its replacement; teacher aides covered by the *Department of Education and Training Teacher Aides' Certified Agreement 2015* or its replacement; cleaners covered by the *Department of Education and Training (Education) Cleaners' Certified Agreement 2015* or its replacement, and nurses employed by the Department of Education and Training);
- Department of Energy and Water Supply;
- Department of Environment and Heritage Protection;
- Department of Housing and Public Works (excluding commercialised business units);
- Department of Infrastructure, Local Government and Planning;
- Department of Justice and Attorney-General (excluding those employees covered by the *Queensland Corrective Services – Correctional Employees' Certified Agreement 2013*);
- Department of National Parks, Sport and Racing;
- Department of Natural Resources and Mines (including Safety in Mines Testing and Research Station);
- Department of the Premier and Cabinet (including Arts Queensland and the Corporate Administration Agency);
- Department of Science, Information, Technology, Innovation (including Smart Services Queensland and Queensland Shared Services but excluding CITEC);
- Department of State Development;
- Department of Tourism, Major Events, Small Business and the Commonwealth Games
- Electoral Commission of Queensland;
- Gasfields Commission Queensland;
- Industrial Registry;
- Legal Aid Queensland;
- Office of the Public Guardian;
- Office of the Energy and Water Ombudsman;
- Office of the Governor;
- Office of the Inspector General Emergency Management;
- Office of the Queensland College of Teachers;
- Office of the Queensland Parliamentary Counsel
- Office of the Prostitution Licensing Authority;
- Public Safety Business Agency (excluding operational employees in State Government Security to whom the *State Government Security Certified Agreement 2013* or any agreement/determination that replaces this agreement applies, but including administrative, professional and technical employees in State Government Security to whom the *State Government Security Certified Agreement 2013* has applied until

the date of operation of this new Core Agreement and including those workshop and maintenance staff to whom the *Queensland Fire and Rescue Service Determination 2013* has applied until the date of operation of this new Core Agreement);

- Public Service Commission;
- Public Trust Office;
- QLeave;
- QRAA;
- Queensland Audit Office;
- Queensland Building and Construction Employing Office;
- Queensland Curriculum and Assessment Authority;
- Queensland Family and Child Commission;
- Queensland Fire and Emergency Services (excluding staff to whom the *Queensland Fire and Rescue Service Determination 2013* or any agreement/determination that replaces this Determination applies);
- Queensland Parliamentary Service;
- Queensland Police Service (excluding staff to whom the *Queensland Police Service Certified Agreement 2013* or any agreement/determination that replaces this Agreement applies, and Torres Strait Island Police Support Officers);
- Queensland Reconstruction Authority;
- Queensland Treasury (including Motor Accident Insurance Board and the Office of State Revenue);
- Residential Tenancies Employing Office;
- Safe Food Production Queensland;
- Trade and Investment Queensland.

APPENDIX 2: LOCALITY ALLOWANCE AREAS

LOCAL AUTHORITIES AS AT 1997

Douglas Shire
Cairns City
Johnstone Shire
Cardwell Shire
Hinchinbrook Shire
Thuringowa City
Townsville City
Burdekin Shire
Bowen Shire *
Whitsunday Shire
Mackay City
Mirani Shire
Sarina Shire
Broadsound Shire *
Livingstone Shire
Rockhampton City
Fitzroy Shire
Gladstone City
Calliope Shire
Miriam Vale Shire

* Within the Local government areas of Broadsound and Bowen the “coastal” areas are those including the following:

Broadsound

St Lawrence
Koumala
Carmila
Westwood

Bowen

Collinsville
Abbot Point
Bowen
Armuna
Binbee
Almoola
Scottville
Wilmington
Guthalungra
Kyburra

Places for which the additional locality allowance available under this agreement will be paid include the following:–

Broadsound

Middlemount
Norwich Park
Dysart
Saraji
German Creek

Bowen

Ravenswood
Birralee
Mt Leyston
Gunjulla
Mt Coolon

For any places not listed which are within the local government areas of Broadsound and Bowen, and for which a Locality Allowance is payable as set out in *Ministerial Directive 19/99 (Locality Allowances)*, the Chief Executive of the entity has the authority to determine whether the place is inside or outside the “coastal” area.

APPENDIX 3: SALARY SCHEDULES

INDEX OF CONTENTS OF APPENDIX 3:

- Award for Operational Employees in Disability and Forensic Services – State 2016;
- Building, Engineering and Maintenance Services Employees (Queensland Government) Award – State 2016;
- Civil Construction, Operations and Maintenance General Award – State 2016;
- General Employees (Queensland Government Departments) and Other Employees Award – State 2015;
- Legal Aid Queensland Employees Award – State 2015;
- Miscellaneous Administrative Employees Award – State 2016;
- Parks and Wildlife Employees Award – State 2016;
- Queensland Government Air – Rotary Wing;
- Queensland Parliamentary Service Award – State 2015;
- Queensland Police Service – Pilots – Airwing;
- Queensland Public Service Officers and Other Employees Award – State 2015;
- Teaching in State Education Award – State 2016;
- Youth Detention Centre Employees Award – State 2016.

Building Engineering and Maintenance Service Employees (Queensland Government) Award – State 2016
(in relation to occupations previously falling under Engineering Award – State 2012)

Classification Level	Pay Point	Salary 1/09/15 per week (2.5% p.a.)	Salary 1/09/16 per week (2.5% p.a.)	Salary 1/09/17 per week (2.5% p.a.)	Annualised Salary following 1/09/15 2.5% p.a. increase	Annualised Salary following 1/09/16 2.5% p.a. increase	Annualised Salary following 1/09/17 2.5% p.a. increase
C14		\$782.60	\$802.20	\$822.30	\$40,835	\$41,858	\$42,906
C13		\$804.80	\$824.90	\$845.50	\$41,993	\$43,042	\$44,117
C12		\$834.90	\$855.80	\$877.20	\$43,564	\$44,654	\$45,771
C11		\$862.80	\$884.40	\$906.50	\$45,020	\$46,147	\$47,300
C10		\$905.10	\$927.70	\$950.90	\$47,227	\$48,406	\$49,617
C10 midpoint		\$919.10	\$942.10	\$965.70	\$47,957	\$49,157	\$50,389
C9		\$933.70	\$957.00	\$980.90	\$48,719	\$49,935	\$51,182
C9 midpoint		\$949.00	\$972.70	\$997.00	\$49,517	\$50,754	\$52,022
C8		\$965.70	\$989.80	\$1,014.50	\$50,389	\$51,646	\$52,935
C8 midpoint		\$983.90	\$1,008.50	\$1,033.70	\$51,338	\$52,622	\$53,937
C7		\$1,003.60	\$1,028.70	\$1,054.40	\$52,366	\$53,676	\$55,017
C7 midpoint		\$1,042.70	\$1,068.80	\$1,095.50	\$54,407	\$55,768	\$57,162
C6		\$1,082.80	\$1,109.90	\$1,137.60	\$56,499	\$57,913	\$59,358
C5		\$1,122.60	\$1,150.70	\$1,179.50	\$58,576	\$60,042	\$61,545
C4		\$1,168.60	\$1,197.80	\$1,227.70	\$60,976	\$62,499	\$64,060
C3		\$1,261.80	\$1,293.30	\$1,325.60	\$65,839	\$67,483	\$69,168
C2 (a)		\$1,334.00	\$1,367.40	\$1,401.60	\$69,606	\$71,349	\$73,133
C2 (b)		\$1,423.00	\$1,458.60	\$1,495.10	\$74,250	\$76,108	\$78,012

Building Engineering and Maintenance Service Employees (Queensland Government) Award – State 2016
(in relation to occupations previously falling within the Building Trades Public Sector Award – State 2012)

Classification Level	Pay Point	Salary 1/09/15 per week (2.5% p.a.)	Salary 1/09/16 per week (2.5% p.a.)	Salary 1/09/17 per week (2.5% p.a.)	Annualised Salary following 1/09/15 2.5% p.a. increase	Annualised Salary following 1/09/16 2.5% p.a. increase	Annualised Salary following 1/09/17 2.5% p.a. increase
BW 1 (a)		\$793.70	\$813.50	\$833.80	\$41,414	\$42,447	\$43,506
BW 1 (b)		\$826.90	\$847.60	\$868.80	\$43,146	\$44,227	\$45,333
BW 1 (c)		\$837.60	\$858.50	\$880.00	\$43,705	\$44,795	\$45,917
BW 1 (d)		\$851.10	\$872.40	\$894.20	\$44,409	\$45,521	\$46,658
BW 2		\$870.80	\$892.60	\$914.90	\$45,437	\$46,575	\$47,738
BT 1		\$893.50	\$915.80	\$938.70	\$46,622	\$47,785	\$48,980
BT 1 midpoint		\$907.90	\$930.60	\$953.90	\$47,373	\$48,557	\$49,773
BT 2		\$922.30	\$945.40	\$969.00	\$48,124	\$49,330	\$50,561
BT2 midpoint		\$937.50	\$960.90	\$984.90	\$48,917	\$50,138	\$51,391
BT 3		\$952.60	\$976.40	\$1,000.80	\$49,705	\$50,947	\$52,220
BT 3 midpoint		\$970.60	\$994.90	\$1,019.80	\$50,645	\$51,912	\$53,212

Building, Engineering and Maintenance Services Employees (Queensland Government) Award – State 2016
(Public Safety Business Agency Workshop Staff only)

Classification level	Pay Point	Salary per fortnight (effective from certification date)	Salary 1/09/16 per fortnight (2.5% p.a.)	Salary 1/09/17 per fortnight (2.5% p.a.)	Annualised Salary (effective from certification date)	Annualised Salary following 1/9/16 2.5% p.a. increase	Annualised Salary following 1/9/17 2.5% p.a. increase
C5		\$2,580.10	\$2,644.60	\$2,710.70	\$67,313	\$68,996	\$70,720
C6		\$2,481.90	\$2,543.90	\$2,607.50	\$64,751	\$66,369	\$68,028
C7 midpoint		\$2,381.90	\$2,441.40	\$2,502.40	\$62,142	\$63,694	\$65,286
C7		\$2,284.00	\$2,341.10	\$2,399.60	\$59,588	\$61,078	\$62,604
C8 midpoint		\$2,234.50	\$2,290.40	\$2,347.70	\$58,297	\$59,755	\$61,250
C8		\$2,185.00	\$2,239.60	\$2,295.60	\$57,005	\$58,430	\$59,891
C9 midpoint		\$2,135.60	\$2,189.00	\$2,243.70	\$55,716	\$57,109	\$58,537
C9		\$2,086.30	\$2,138.50	\$2,192.00	\$54,430	\$55,792	\$57,188
C10 midpoint		\$2,037.80	\$2,088.70	\$2,140.90	\$53,165	\$54,493	\$55,855
C10		\$1,989.20	\$2,038.90	\$2,089.90	\$51,897	\$53,193	\$54,524
C11		\$1,850.20	\$1,896.50	\$1,943.90	\$48,270	\$49,478	\$50,715
C12		\$1,762.50	\$1,806.60	\$1,851.80	\$45,982	\$47,133	\$48,312
C13		\$1,667.80	\$1,709.50	\$1,752.20	\$43,512	\$44,600	\$45,714
C14		\$1,616.70	\$1,657.10	\$1,698.50	\$42,179	\$43,233	\$44,313

Award for Operational Employees in Disability and Forensic Services – State 2016
(in relation to occupations previously covered by Award for Employees in Direct Client Services – Department of Communities, Child Safety and Disability Services 2012)

OPERATIONAL STREAM

Classification Level	Pay Point	Salary 1/09/15 per fortnight (2.5% p.a.)	Salary 1/09/16 per fortnight (2.5% p.a.)	Salary 1/09/17 per fortnight (2.5% p.a.)	Annualised Salary following 1/09/15 2.5% p.a. increase	Annualised Salary following 1/09/16 2.5% p.a. increase	Annualised Salary following 1/09/17 2.5% p.a. increase
L1	1	\$1,227.60	\$1,258.30	\$1,289.80	\$32,027	\$32,828	\$33,650
	2	\$1,315.70	\$1,348.60	\$1,382.30	\$34,326	\$35,184	\$36,063
	3	\$1,404.50	\$1,439.60	\$1,475.60	\$36,642	\$37,558	\$38,497
	4	\$1,492.60	\$1,529.90	\$1,568.10	\$38,941	\$39,914	\$40,911
	5	\$1,581.10	\$1,620.60	\$1,661.10	\$41,250	\$42,280	\$43,337
	6	\$1,669.60	\$1,711.30	\$1,754.10	\$43,559	\$44,647	\$45,763
L2	1	\$1,693.90	\$1,736.20	\$1,779.60	\$44,193	\$45,296	\$46,428
	2	\$1,735.20	\$1,778.60	\$1,823.10	\$45,270	\$46,402	\$47,563
	3	\$1,777.40	\$1,821.80	\$1,867.30	\$46,371	\$47,529	\$48,717
	4	\$1,819.50	\$1,865.00	\$1,911.60	\$47,469	\$48,657	\$49,872
L3	1	\$1,845.20	\$1,891.30	\$1,938.60	\$48,140	\$49,343	\$50,577
	2	\$1,879.20	\$1,926.20	\$1,974.40	\$49,027	\$50,253	\$51,511
	3	\$1,917.20	\$1,965.10	\$2,014.20	\$50,018	\$51,268	\$52,549
	4	\$1,957.20	\$2,006.10	\$2,056.30	\$51,062	\$52,338	\$53,647
L4	1	\$2,040.20	\$2,091.20	\$2,143.50	\$53,227	\$54,558	\$55,922
	2	\$2,106.80	\$2,159.50	\$2,213.50	\$54,965	\$56,340	\$57,749
	3	\$2,173.80	\$2,228.10	\$2,283.80	\$56,713	\$58,130	\$59,583
	4	\$2,239.90	\$2,295.90	\$2,353.30	\$58,437	\$59,898	\$61,396
L5	1	\$2,299.10	\$2,356.60	\$2,415.50	\$59,982	\$61,482	\$63,019
	2	\$2,375.50	\$2,434.90	\$2,495.80	\$61,975	\$63,525	\$65,114
	3	\$2,452.60	\$2,513.90	\$2,576.70	\$63,987	\$65,586	\$67,224
	4	\$2,529.50	\$2,592.70	\$2,657.50	\$65,993	\$67,642	\$69,332
L6	1	\$2,640.70	\$2,706.70	\$2,774.40	\$68,894	\$70,616	\$72,382
	2	\$2,711.40	\$2,779.20	\$2,848.70	\$70,738	\$72,507	\$74,321
	3	\$2,781.40	\$2,850.90	\$2,922.20	\$72,565	\$74,378	\$76,238
L7	1	\$2,915.30	\$2,988.20	\$3,062.90	\$76,058	\$77,960	\$79,909
	2	\$2,986.90	\$3,061.60	\$3,138.10	\$77,926	\$79,875	\$81,871
	3	\$3,058.20	\$3,134.70	\$3,213.10	\$79,786	\$81,782	\$83,827

Civil Construction, Operations and Maintenance General Award - State 2016

Classification Level	Pay Point	Salary 1/09/15 per week (2.5% p.a.)	Salary 1/09/16 per week (2.5% p.a.)	Salary 1/09/17 per week (2.5% p.a.)	Annualised Salary following 1/09/15 2.5% p.a. increase	Annualised Salary following 1/09/16 2.5% p.a. increase	Annualised Salary following 1/09/17 2.5% p.a. increase
CW 1(a)		\$810.40	\$830.70	\$851.50	\$42,286	\$43,345	\$44,430
CW 1(b)		\$826.90	\$847.60	\$868.80	\$43,146	\$44,227	\$45,333
CW 2		\$837.70	\$858.60	\$880.10	\$43,710	\$44,801	\$45,922
CW 3		\$851.10	\$872.40	\$894.20	\$44,409	\$45,521	\$46,658
CW 4		\$870.90	\$892.70	\$915.00	\$45,442	\$46,580	\$47,743
CW 5		\$893.60	\$915.90	\$938.80	\$46,627	\$47,790	\$48,985
CW 6		\$922.50	\$945.60	\$969.20	\$48,135	\$49,340	\$50,571
CW 7		\$952.80	\$976.60	\$1,001.00	\$49,716	\$50,958	\$52,231
CW 8		\$988.50	\$1,013.20	\$1,038.50	\$51,579	\$52,867	\$54,187
CW 9		\$1,027.90	\$1,053.60	\$1,079.90	\$53,634	\$54,975	\$56,348
CW 10		\$1,069.90	\$1,096.60	\$1,124.00	\$55,826	\$57,219	\$58,649
CW 11		\$1,111.30	\$1,139.10	\$1,167.60	\$57,986	\$59,437	\$60,924
CW 12		\$1,153.10	\$1,181.90	\$1,211.40	\$60,167	\$61,670	\$63,209
CW 13		\$1,194.50	\$1,224.40	\$1,255.00	\$62,327	\$63,887	\$65,484
CW 14		\$1,236.40	\$1,267.30	\$1,299.00	\$64,514	\$66,126	\$67,780

General Employees (Queensland Government Departments) and Other Employees Award – State 2015

ADMINISTRATIVE STREAM

Classification Level	Pay Point	Salary 1/09/15 per fortnight (2.5% p.a.)	Salary 1/09/16 per fortnight (2.5% p.a.)	Salary 1/09/17 per fortnight (2.5% p.a.)	Annualised Salary following 1/09/15 2.5% p.a. increase	Annualised Salary following 1/09/16 2.5% p.a. increase	Annualised Salary following 1/09/17 2.5% p.a. increase
L1	1	\$1,372.40	\$1,406.70	\$1,441.90	\$35,805	\$36,700	\$37,618
	2	\$1,447.80	\$1,484.00	\$1,521.10	\$37,772	\$38,716	\$39,684
	3	\$1,522.90	\$1,561.00	\$1,600.00	\$39,731	\$40,725	\$41,743
L2	1	\$1,693.90	\$1,736.20	\$1,779.60	\$44,193	\$45,296	\$46,428
	2	\$1,733.00	\$1,776.30	\$1,820.70	\$45,213	\$46,342	\$47,501
	3	\$1,773.10	\$1,817.40	\$1,862.80	\$46,259	\$47,415	\$48,599
	4	\$1,813.60	\$1,858.90	\$1,905.40	\$47,316	\$48,497	\$49,711
	5	\$1,855.10	\$1,901.50	\$1,949.00	\$48,398	\$49,609	\$50,848
	6	\$1,898.70	\$1,946.20	\$1,994.90	\$49,536	\$50,775	\$52,046
	7	\$1,947.60	\$1,996.30	\$2,046.20	\$50,811	\$52,082	\$53,384
	8	\$2,001.60	\$2,051.60	\$2,102.90	\$52,220	\$53,525	\$54,863
L3	1	\$2,139.30	\$2,192.80	\$2,247.60	\$55,813	\$57,209	\$58,638
	2	\$2,221.80	\$2,277.30	\$2,334.20	\$57,965	\$59,413	\$60,898
	3	\$2,304.00	\$2,361.60	\$2,420.60	\$60,110	\$61,612	\$63,152
	4	\$2,385.50	\$2,445.10	\$2,506.20	\$62,236	\$63,791	\$65,385
L4	1	\$2,529.50	\$2,592.70	\$2,657.50	\$65,993	\$67,642	\$69,332
	2	\$2,613.20	\$2,678.50	\$2,745.50	\$68,177	\$69,880	\$71,628
	3	\$2,697.10	\$2,764.50	\$2,833.60	\$70,365	\$72,124	\$73,927
	4	\$2,781.40	\$2,850.90	\$2,922.20	\$72,565	\$74,378	\$76,238
L5	1	\$2,931.40	\$3,004.70	\$3,079.80	\$76,478	\$78,390	\$80,350
	2	\$3,016.60	\$3,092.00	\$3,169.30	\$78,701	\$80,668	\$82,685
	3	\$3,101.10	\$3,178.60	\$3,258.10	\$80,905	\$82,927	\$85,002
	4	\$3,186.20	\$3,265.90	\$3,347.50	\$83,126	\$85,205	\$87,334
L6	1	\$3,363.30	\$3,447.40	\$3,533.60	\$87,746	\$89,940	\$92,189
	2	\$3,442.00	\$3,528.10	\$3,616.30	\$89,799	\$92,046	\$94,347
	3	\$3,520.40	\$3,608.40	\$3,698.60	\$91,845	\$94,141	\$96,494
	4	\$3,598.50	\$3,688.50	\$3,780.70	\$93,882	\$96,230	\$98,636
L7	1	\$3,763.40	\$3,857.50	\$3,953.90	\$98,184	\$100,639	\$103,154
	2	\$3,854.20	\$3,950.60	\$4,049.40	\$100,553	\$103,068	\$105,646
	3	\$3,945.10	\$4,043.70	\$4,144.80	\$102,925	\$105,497	\$108,135
	4	\$4,035.50	\$4,136.40	\$4,239.80	\$105,283	\$107,916	\$110,613
L8	1	\$4,169.70	\$4,273.90	\$4,380.70	\$108,784	\$111,503	\$114,289
	2	\$4,250.30	\$4,356.60	\$4,465.50	\$110,887	\$113,661	\$116,502
	3	\$4,329.70	\$4,437.90	\$4,548.80	\$112,959	\$115,782	\$118,675
	4	\$4,410.00	\$4,520.30	\$4,633.30	\$115,054	\$117,931	\$120,879

General Employees (Queensland Government Departments) and Other Employees Award – State 2015

OPERATIONAL STREAM

Classification Level	Pay Point	Salary 1/09/15 per fortnight (2.5% p.a.)	Salary 1/09/16 per fortnight (2.5% p.a.)	Salary 1/09/17 per fortnight (2.5% p.a.)	Annualised Salary following 1/09/15 2.5% p.a. increase	Annualised Salary following 1/09/16 2.5% p.a. increase	Annualised Salary following 1/09/17 2.5% p.a. increase
L1	1	\$1,227.60	\$1,258.30	\$1,289.80	\$32,027	\$32,828	\$33,650
	2	\$1,315.70	\$1,348.60	\$1,382.30	\$34,326	\$35,184	\$36,063
	3	\$1,404.50	\$1,439.60	\$1,475.60	\$36,642	\$37,558	\$38,497
	4	\$1,492.60	\$1,529.90	\$1,568.10	\$38,941	\$39,914	\$40,911
	5	\$1,581.10	\$1,620.60	\$1,661.10	\$41,250	\$42,280	\$43,337
	6	\$1,669.60	\$1,711.30	\$1,754.10	\$43,559	\$44,647	\$45,763
L2	1	\$1,693.90	\$1,736.20	\$1,779.60	\$44,193	\$45,296	\$46,428
	2	\$1,735.20	\$1,778.60	\$1,823.10	\$45,270	\$46,402	\$47,563
	3	\$1,777.40	\$1,821.80	\$1,867.30	\$46,371	\$47,529	\$48,717
	4	\$1,819.50	\$1,865.00	\$1,911.60	\$47,469	\$48,657	\$49,872
L3	1	\$1,845.20	\$1,891.30	\$1,938.60	\$48,140	\$49,343	\$50,577
	2	\$1,879.20	\$1,926.20	\$1,974.40	\$49,027	\$50,253	\$51,511
	3	\$1,917.20	\$1,965.10	\$2,014.20	\$50,018	\$51,268	\$52,549
	4	\$1,957.20	\$2,006.10	\$2,056.30	\$51,062	\$52,338	\$53,647
L4	1	\$2,040.20	\$2,091.20	\$2,143.50	\$53,227	\$54,558	\$55,922
	2	\$2,106.80	\$2,159.50	\$2,213.50	\$54,965	\$56,340	\$57,749
	3	\$2,173.80	\$2,228.10	\$2,283.80	\$56,713	\$58,130	\$59,583
	4	\$2,239.90	\$2,295.90	\$2,353.30	\$58,437	\$59,898	\$61,396
L5	1	\$2,299.10	\$2,356.60	\$2,415.50	\$59,982	\$61,482	\$63,019
	2	\$2,375.50	\$2,434.90	\$2,495.80	\$61,975	\$63,525	\$65,114
	3	\$2,452.60	\$2,513.90	\$2,576.70	\$63,987	\$65,586	\$67,224
	4	\$2,529.50	\$2,592.70	\$2,657.50	\$65,993	\$67,642	\$69,332
L6	1	\$2,640.70	\$2,706.70	\$2,774.40	\$68,894	\$70,616	\$72,382
	2	\$2,711.40	\$2,779.20	\$2,848.70	\$70,738	\$72,507	\$74,321
	3	\$2,781.40	\$2,850.90	\$2,922.20	\$72,565	\$74,378	\$76,238
L7	1	\$2,915.30	\$2,988.20	\$3,062.90	\$76,058	\$77,960	\$79,909
	2	\$2,986.90	\$3,061.60	\$3,138.10	\$77,926	\$79,875	\$81,871
	3	\$3,058.20	\$3,134.70	\$3,213.10	\$79,786	\$81,782	\$83,827

General Employees (Queensland Government Departments) and Other Employees Award – State 2015 (for employees previously covered by Forestry Employees' Award – Department of Agriculture, Fisheries and Forestry 2012)							
Classification Level	Pay Point	Salary 1/09/15 per week (2.5% p.a.)	Salary 1/09/16 per week (2.5% p.a.)	Salary 1/09/17 per week (2.5% p.a.)	Annualised Salary following 1/09/15 2.5% p.a. increase	Annualised Salary following 1/09/16 2.5% p.a. increase	Annualised Salary following 1/09/17 2.5% p.a. increase
FW1(1) - First 3 months		\$823.90	\$844.50	\$865.60	\$42,990	\$44,065	\$45,166
FW1(2) - Thereafter		\$837.60	\$858.50	\$880.00	\$43,705	\$44,795	\$45,917
FW2(1) - 1st year of service		\$851.70	\$873.00	\$894.80	\$44,440	\$45,552	\$46,689
FW2(2) - 2nd year of service		\$865.50	\$887.10	\$909.30	\$45,161	\$46,288	\$47,446
FW2(3) - 3rd & 4th year of service		\$879.50	\$901.50	\$924.00	\$45,891	\$47,039	\$48,213
FW2(4) - 5th year of service		\$893.50	\$915.80	\$938.70	\$46,622	\$47,785	\$48,980
FW3		\$922.30	\$945.40	\$969.00	\$48,124	\$49,330	\$50,561
FW4		\$952.60	\$976.40	\$1,000.80	\$49,705	\$50,947	\$52,220
FW5		\$988.30	\$1,013.00	\$1,038.30	\$51,568	\$52,857	\$54,177
FW6		\$1,111.20	\$1,139.00	\$1,167.50	\$57,981	\$59,431	\$60,918

General Employees (Queensland Government Departments) and Other Employees Award – State 2015 (for employees previously covered by Hospitality Industry – Restaurant, Catering and Allied Establishments Award – South-Eastern Division 2012)							
Classification Level	Pay Point	Salary 1/09/15 per week (2.5% p.a.)	Salary 1/09/16 per week (2.5% p.a.)	Salary 1/09/17 per week (2.5% p.a.)	Annualised Salary following 1/09/15 2.5% p.a. increase	Annualised Salary following 1/09/16 2.5% p.a. increase	Annualised Salary following 1/09/17 2.5% p.a. increase
Introductory		\$744.00	\$762.60	\$781.70	\$38,821	\$39,791	\$40,788
1		\$782.80	\$802.40	\$822.50	\$40,845	\$41,868	\$42,917
2		\$793.70	\$813.50	\$833.80	\$41,414	\$42,447	\$43,506
3		\$823.40	\$844.00	\$865.10	\$42,964	\$44,039	\$45,140
4		\$851.10	\$872.40	\$894.20	\$44,409	\$45,521	\$46,658
5		\$893.50	\$915.80	\$938.70	\$46,622	\$47,785	\$48,980
6		\$922.30	\$945.40	\$969.00	\$48,124	\$49,330	\$50,561
7		\$952.60	\$976.40	\$1,000.80	\$49,705	\$50,947	\$52,220

Legal Aid Queensland Employees Award – State 2015

ADMINISTRATIVE STREAM

Classification Level	Pay Point	Salary 1/09/15 per fortnight (2.5% p.a.)	Salary 1/09/16 per fortnight (2.5% p.a.)	Salary 1/09/17 per fortnight (2.5% p.a.)	Annualised Salary following 1/09/15 2.5% p.a. increase	Annualised Salary following 1/09/16 2.5% p.a. increase	Annualised Salary following 1/09/17 2.5% p.a. increase
L1	1	\$1,372.40	\$1,406.70	\$1,441.90	\$35,805	\$36,700	\$37,618
	2	\$1,447.80	\$1,484.00	\$1,521.10	\$37,772	\$38,716	\$39,684
	3	\$1,522.90	\$1,561.00	\$1,600.00	\$39,731	\$40,725	\$41,743
L2	1	\$1,693.90	\$1,736.20	\$1,779.60	\$44,193	\$45,296	\$46,428
	2	\$1,733.00	\$1,776.30	\$1,820.70	\$45,213	\$46,342	\$47,501
	3	\$1,773.10	\$1,817.40	\$1,862.80	\$46,259	\$47,415	\$48,599
	4	\$1,813.60	\$1,858.90	\$1,905.40	\$47,316	\$48,497	\$49,711
	5	\$1,855.10	\$1,901.50	\$1,949.00	\$48,398	\$49,609	\$50,848
	6	\$1,898.70	\$1,946.20	\$1,994.90	\$49,536	\$50,775	\$52,046
	7	\$1,947.60	\$1,996.30	\$2,046.20	\$50,811	\$52,082	\$53,384
	8	\$2,001.60	\$2,051.60	\$2,102.90	\$52,220	\$53,525	\$54,863
L3	1	\$2,139.30	\$2,192.80	\$2,247.60	\$55,813	\$57,209	\$58,638
	2	\$2,221.80	\$2,277.30	\$2,334.20	\$57,965	\$59,413	\$60,898
	3	\$2,304.00	\$2,361.60	\$2,420.60	\$60,110	\$61,612	\$63,152
	4	\$2,385.50	\$2,445.10	\$2,506.20	\$62,236	\$63,791	\$65,385
L4	1	\$2,529.50	\$2,592.70	\$2,657.50	\$65,993	\$67,642	\$69,332
	2	\$2,613.20	\$2,678.50	\$2,745.50	\$68,177	\$69,880	\$71,628
	3	\$2,697.10	\$2,764.50	\$2,833.60	\$70,365	\$72,124	\$73,927
	4	\$2,781.40	\$2,850.90	\$2,922.20	\$72,565	\$74,378	\$76,238
L5	1	\$2,931.40	\$3,004.70	\$3,079.80	\$76,478	\$78,390	\$80,350
	2	\$3,016.60	\$3,092.00	\$3,169.30	\$78,701	\$80,668	\$82,685
	3	\$3,101.10	\$3,178.60	\$3,258.10	\$80,905	\$82,927	\$85,002
	4	\$3,186.20	\$3,265.90	\$3,347.50	\$83,126	\$85,205	\$87,334
L6	1	\$3,363.30	\$3,447.40	\$3,533.60	\$87,746	\$89,940	\$92,189
	2	\$3,442.00	\$3,528.10	\$3,616.30	\$89,799	\$92,046	\$94,347
	3	\$3,520.40	\$3,608.40	\$3,698.60	\$91,845	\$94,141	\$96,494
	4	\$3,598.50	\$3,688.50	\$3,780.70	\$93,882	\$96,230	\$98,636
L7	1	\$3,763.40	\$3,857.50	\$3,953.90	\$98,184	\$100,639	\$103,154
	2	\$3,854.20	\$3,950.60	\$4,049.40	\$100,553	\$103,068	\$105,646
	3	\$3,945.10	\$4,043.70	\$4,144.80	\$102,925	\$105,497	\$108,135
	4	\$4,035.50	\$4,136.40	\$4,239.80	\$105,283	\$107,916	\$110,613
L8	1	\$4,169.70	\$4,273.90	\$4,380.70	\$108,784	\$111,503	\$114,289
	2	\$4,250.30	\$4,356.60	\$4,465.50	\$110,887	\$113,661	\$116,502
	3	\$4,329.70	\$4,437.90	\$4,548.80	\$112,959	\$115,782	\$118,675
	4	\$4,410.00	\$4,520.30	\$4,633.30	\$115,054	\$117,931	\$120,879

Legal Aid Queensland Employees Award – State 2015

OPERATIONAL STREAM

Classification Level	Pay Point	Salary 1/09/15 per fortnight (2.5% p.a.)	Salary 1/09/16 per fortnight (2.5% p.a.)	Salary 1/09/17 per fortnight (2.5% p.a.)	Annualised Salary following 1/09/15 2.5% p.a. increase	Annualised Salary following 1/09/16 2.5% p.a. increase	Annualised Salary following 1/09/17 2.5% p.a. increase
L1	1	\$1,227.60	\$1,258.30	\$1,289.80	\$32,027	\$32,828	\$33,650
	2	\$1,315.70	\$1,348.60	\$1,382.30	\$34,326	\$35,184	\$36,063
	3	\$1,404.50	\$1,439.60	\$1,475.60	\$36,642	\$37,558	\$38,497
	4	\$1,492.60	\$1,529.90	\$1,568.10	\$38,941	\$39,914	\$40,911
	5	\$1,581.10	\$1,620.60	\$1,661.10	\$41,250	\$42,280	\$43,337
	6	\$1,669.60	\$1,711.30	\$1,754.10	\$43,559	\$44,647	\$45,763
L2	1	\$1,693.90	\$1,736.20	\$1,779.60	\$44,193	\$45,296	\$46,428
	2	\$1,735.20	\$1,778.60	\$1,823.10	\$45,270	\$46,402	\$47,563
	3	\$1,777.40	\$1,821.80	\$1,867.30	\$46,371	\$47,529	\$48,717
	4	\$1,819.50	\$1,865.00	\$1,911.60	\$47,469	\$48,657	\$49,872
L3	1	\$1,845.20	\$1,891.30	\$1,938.60	\$48,140	\$49,343	\$50,577
	2	\$1,879.20	\$1,926.20	\$1,974.40	\$49,027	\$50,253	\$51,511
	3	\$1,917.20	\$1,965.10	\$2,014.20	\$50,018	\$51,268	\$52,549
	4	\$1,957.20	\$2,006.10	\$2,056.30	\$51,062	\$52,338	\$53,647
L4	1	\$2,040.20	\$2,091.20	\$2,143.50	\$53,227	\$54,558	\$55,922
	2	\$2,106.80	\$2,159.50	\$2,213.50	\$54,965	\$56,340	\$57,749
	3	\$2,173.80	\$2,228.10	\$2,283.80	\$56,713	\$58,130	\$59,583
	4	\$2,239.90	\$2,295.90	\$2,353.30	\$58,437	\$59,898	\$61,396
L5	1	\$2,299.10	\$2,356.60	\$2,415.50	\$59,982	\$61,482	\$63,019
	2	\$2,375.50	\$2,434.90	\$2,495.80	\$61,975	\$63,525	\$65,114
	3	\$2,452.60	\$2,513.90	\$2,576.70	\$63,987	\$65,586	\$67,224
	4	\$2,529.50	\$2,592.70	\$2,657.50	\$65,993	\$67,642	\$69,332
L6	1	\$2,640.70	\$2,706.70	\$2,774.40	\$68,894	\$70,616	\$72,382
	2	\$2,711.40	\$2,779.20	\$2,848.70	\$70,738	\$72,507	\$74,321
	3	\$2,781.40	\$2,850.90	\$2,922.20	\$72,565	\$74,378	\$76,238
L7	1	\$2,915.30	\$2,988.20	\$3,062.90	\$76,058	\$77,960	\$79,909
	2	\$2,986.90	\$3,061.60	\$3,138.10	\$77,926	\$79,875	\$81,871
	3	\$3,058.20	\$3,134.70	\$3,213.10	\$79,786	\$81,782	\$83,827

Legal Aid Queensland Employees Award – State 2015

PROFESSIONAL STREAM

Classification Level	Pay Point	Salary 1/09/15 per fortnight (2.5% p.a.)	Salary 1/09/16 per fortnight (2.5% p.a.)	Salary 1/09/17 per fortnight (2.5% p.a.)	Annualised Salary following 1/09/15 2.5% p.a. increase	Annualised Salary following 1/09/16 2.5% p.a. increase	Annualised Salary following 1/09/17 2.5% p.a. increase
L1	1	\$1,401.80	\$1,436.80	\$1,472.70	\$36,572	\$37,485	\$38,422
	2	\$1,520.80	\$1,558.80	\$1,597.80	\$39,677	\$40,668	\$41,685
	3	\$1,639.60	\$1,680.60	\$1,722.60	\$42,776	\$43,846	\$44,941
	4	\$1,758.40	\$1,802.40	\$1,847.50	\$45,875	\$47,023	\$48,200
	5	\$1,824.90	\$1,870.50	\$1,917.30	\$47,610	\$48,800	\$50,021
	6	\$1,894.40	\$1,941.80	\$1,990.30	\$49,424	\$50,660	\$51,926
	7	\$1,976.90	\$2,026.30	\$2,077.00	\$51,576	\$52,865	\$54,187
L2	1	\$2,136.90	\$2,190.30	\$2,245.10	\$55,750	\$57,143	\$58,573
	2	\$2,256.80	\$2,313.20	\$2,371.00	\$58,878	\$60,350	\$61,858
	3	\$2,376.20	\$2,435.60	\$2,496.50	\$61,993	\$63,543	\$65,132
	4	\$2,496.10	\$2,558.50	\$2,622.50	\$65,121	\$66,749	\$68,419
	5	\$2,616.40	\$2,681.80	\$2,748.80	\$68,260	\$69,966	\$71,714
	6	\$2,735.00	\$2,803.40	\$2,873.50	\$71,354	\$73,139	\$74,968
L3	1	\$2,873.00	\$2,944.80	\$3,018.40	\$74,955	\$76,828	\$78,748
	2	\$2,961.10	\$3,035.10	\$3,111.00	\$77,253	\$79,184	\$81,164
	3	\$3,049.20	\$3,125.40	\$3,203.50	\$79,551	\$81,539	\$83,577
	4	\$3,137.60	\$3,216.00	\$3,296.40	\$81,858	\$83,903	\$86,001
L4	1	\$3,340.20	\$3,423.70	\$3,509.30	\$87,143	\$89,322	\$91,555
	2	\$3,426.50	\$3,512.20	\$3,600.00	\$89,395	\$91,631	\$93,921
	3	\$3,512.40	\$3,600.20	\$3,690.20	\$91,636	\$93,927	\$96,275
	4	\$3,598.50	\$3,688.50	\$3,780.70	\$93,882	\$96,230	\$98,636
L5	1	\$3,763.40	\$3,857.50	\$3,953.90	\$98,184	\$100,639	\$103,154
	2	\$3,854.20	\$3,950.60	\$4,049.40	\$100,553	\$103,068	\$105,646
	3	\$3,945.10	\$4,043.70	\$4,144.80	\$102,925	\$105,497	\$108,135
	4	\$4,035.50	\$4,136.40	\$4,239.80	\$105,283	\$107,916	\$110,613
L6	1	\$4,169.70	\$4,273.90	\$4,380.70	\$108,784	\$111,503	\$114,289
	2	\$4,250.30	\$4,356.60	\$4,465.50	\$110,887	\$113,661	\$116,502
	3	\$4,329.70	\$4,437.90	\$4,548.80	\$112,959	\$115,782	\$118,675
	4	\$4,410.00	\$4,520.30	\$4,633.30	\$115,054	\$117,931	\$120,879

Legal Aid Queensland Employees Award – State 2015

TECHNICAL STREAM

Classification Level	Pay Point	Salary 1/09/15 per fortnight (2.5% p.a.)	Salary 1/09/16 per fortnight (2.5% p.a.)	Salary 1/09/17 per fortnight (2.5% p.a.)	Annualised Salary following 1/09/15 2.5% p.a. increase	Annualised Salary following 1/09/16 2.5% p.a. increase	Annualised Salary following 1/09/17 2.5% p.a. increase
L1	1	\$1,401.80	\$1,436.80	\$1,472.70	\$36,572	\$37,485	\$38,422
	2	\$1,520.80	\$1,558.80	\$1,597.80	\$39,677	\$40,668	\$41,685
	3	\$1,639.60	\$1,680.60	\$1,722.60	\$42,776	\$43,846	\$44,941
Age 21	4	\$1,758.40	\$1,802.40	\$1,847.50	\$45,875	\$47,023	\$48,200
	5	\$1,824.90	\$1,870.50	\$1,917.30	\$47,610	\$48,800	\$50,021
	6	\$1,894.40	\$1,941.80	\$1,990.30	\$49,424	\$50,660	\$51,926
	7	\$1,976.90	\$2,026.30	\$2,077.00	\$51,576	\$52,865	\$54,187
L2	1	\$2,010.10	\$2,060.40	\$2,111.90	\$52,442	\$53,754	\$55,098
	2	\$2,084.50	\$2,136.60	\$2,190.00	\$54,383	\$55,742	\$57,136
	3	\$2,159.70	\$2,213.70	\$2,269.00	\$56,345	\$57,754	\$59,197
	4	\$2,235.00	\$2,290.90	\$2,348.20	\$58,310	\$59,768	\$61,263
	5	\$2,310.50	\$2,368.30	\$2,427.50	\$60,279	\$61,787	\$63,332
	6	\$2,385.50	\$2,445.10	\$2,506.20	\$62,236	\$63,791	\$65,385
L3	1	\$2,529.50	\$2,592.70	\$2,657.50	\$65,993	\$67,642	\$69,332
	2	\$2,598.40	\$2,663.40	\$2,730.00	\$67,790	\$69,486	\$71,224
	3	\$2,666.60	\$2,733.30	\$2,801.60	\$69,570	\$71,310	\$73,092
	4	\$2,735.00	\$2,803.40	\$2,873.50	\$71,354	\$73,139	\$74,968
L4	1	\$2,873.00	\$2,944.80	\$3,018.40	\$74,955	\$76,828	\$78,748
	2	\$2,965.90	\$3,040.00	\$3,116.00	\$77,378	\$79,311	\$81,294
	3	\$3,058.20	\$3,134.70	\$3,213.10	\$79,786	\$81,782	\$83,827
L5	1	\$3,186.20	\$3,265.90	\$3,347.50	\$83,126	\$85,205	\$87,334
	2	\$3,280.30	\$3,362.30	\$3,446.40	\$85,581	\$87,720	\$89,914
	3	\$3,375.00	\$3,459.40	\$3,545.90	\$88,051	\$90,253	\$92,510
	4	\$3,469.40	\$3,556.10	\$3,645.00	\$90,514	\$92,776	\$95,095
L6	1	\$3,582.20	\$3,671.80	\$3,763.60	\$93,457	\$95,795	\$98,190
	2	\$3,673.00	\$3,764.80	\$3,858.90	\$95,826	\$98,221	\$100,676
	3	\$3,763.40	\$3,857.50	\$3,953.90	\$98,184	\$100,639	\$103,154

Miscellaneous Administrative Employees Award – State 2016

Classification Level	Pay Point	Salary 1/09/15 per week (2.5% p.a.)	Salary 1/09/16 per week (2.5% p.a.)	Salary 1/09/17 per week (2.5% p.a.)	Annualised Salary following 1/09/15 2.5% p.a. increase	Annualised Salary following 1/09/16 2.5% p.a. increase	Annualised Salary following 1/09/17 2.5% p.a. increase
Level 1	1st Year of service	\$826.70	\$847.40	\$868.60	\$43,136	\$44,216	\$45,322
	2nd Year of service	\$837.60	\$858.50	\$880.00	\$43,705	\$44,795	\$45,917
	3rd Year of service	\$848.70	\$869.90	\$891.60	\$44,284	\$45,390	\$46,522
	4th Year of service	\$860.00	\$881.50	\$903.50	\$44,874	\$45,995	\$47,143
Level 2	1st Year of service	\$870.80	\$892.60	\$914.90	\$45,437	\$46,575	\$47,738
	2nd Year of service	\$881.90	\$903.90	\$926.50	\$46,016	\$47,164	\$48,343
	3rd Year of service	\$893.50	\$915.80	\$938.70	\$46,622	\$47,785	\$48,980
Level 3	1st Year of service	\$933.90	\$957.20	\$981.10	\$48,730	\$49,945	\$51,192
	2nd Year of service	\$952.60	\$976.40	\$1,000.80	\$49,705	\$50,947	\$52,220
Level 4	1st Year of service	\$966.80	\$991.00	\$1,015.80	\$50,446	\$51,709	\$53,003
	2nd Year of service	\$988.30	\$1,013.00	\$1,038.30	\$51,568	\$52,857	\$54,177
Level 5	1st Year of service	\$1,044.80	\$1,070.90	\$1,097.70	\$54,516	\$55,878	\$57,276
	2nd Year of service	\$1,069.80	\$1,096.50	\$1,123.90	\$55,821	\$57,214	\$58,643

Parks and Wildlife Employees Award – State 2016

OPERATIONAL STREAM

Classification Level	Pay Point	Salary 1/09/15 per fortnight (2.5% p.a.)	Salary 1/09/16 per fortnight (2.5% p.a.)	Salary 1/09/17 per fortnight (2.5% p.a.)	Annualised Salary following 1/09/15 2.5% p.a. increase	Annualised Salary following 1/09/16 2.5% p.a. increase	Annualised Salary following 1/09/17 2.5% p.a. increase
L1	1	\$1,227.60	\$1,258.30	\$1,289.80	\$32,027	\$32,828	\$33,650
	2	\$1,315.70	\$1,348.60	\$1,382.30	\$34,326	\$35,184	\$36,063
	3	\$1,404.50	\$1,439.60	\$1,475.60	\$36,642	\$37,558	\$38,497
	4	\$1,492.60	\$1,529.90	\$1,568.10	\$38,941	\$39,914	\$40,911
	5	\$1,581.10	\$1,620.60	\$1,661.10	\$41,250	\$42,280	\$43,337
	6	\$1,669.60	\$1,711.30	\$1,754.10	\$43,559	\$44,647	\$45,763
L2	1	\$1,693.90	\$1,736.20	\$1,779.60	\$44,193	\$45,296	\$46,428
	2	\$1,735.20	\$1,778.60	\$1,823.10	\$45,270	\$46,402	\$47,563
	3	\$1,777.40	\$1,821.80	\$1,867.30	\$46,371	\$47,529	\$48,717
	4	\$1,819.50	\$1,865.00	\$1,911.60	\$47,469	\$48,657	\$49,872
L3	1	\$1,845.20	\$1,891.30	\$1,938.60	\$48,140	\$49,343	\$50,577
	2	\$1,879.20	\$1,926.20	\$1,974.40	\$49,027	\$50,253	\$51,511
	3	\$1,917.20	\$1,965.10	\$2,014.20	\$50,018	\$51,268	\$52,549
	4	\$1,957.20	\$2,006.10	\$2,056.30	\$51,062	\$52,338	\$53,647
L4	1	\$2,040.20	\$2,091.20	\$2,143.50	\$53,227	\$54,558	\$55,922
	2	\$2,106.80	\$2,159.50	\$2,213.50	\$54,965	\$56,340	\$57,749
	3	\$2,173.80	\$2,228.10	\$2,283.80	\$56,713	\$58,130	\$59,583
	4	\$2,239.90	\$2,295.90	\$2,353.30	\$58,437	\$59,898	\$61,396
L5	1	\$2,299.10	\$2,356.60	\$2,415.50	\$59,982	\$61,482	\$63,019
	2	\$2,375.50	\$2,434.90	\$2,495.80	\$61,975	\$63,525	\$65,114
	3	\$2,452.60	\$2,513.90	\$2,576.70	\$63,987	\$65,586	\$67,224
	4	\$2,529.50	\$2,592.70	\$2,657.50	\$65,993	\$67,642	\$69,332
L6	1	\$2,640.70	\$2,706.70	\$2,774.40	\$68,894	\$70,616	\$72,382
	2	\$2,711.40	\$2,779.20	\$2,848.70	\$70,738	\$72,507	\$74,321
	3	\$2,781.40	\$2,850.90	\$2,922.20	\$72,565	\$74,378	\$76,238
L7	1	\$2,915.30	\$2,988.20	\$3,062.90	\$76,058	\$77,960	\$79,909
	2	\$2,986.90	\$3,061.60	\$3,138.10	\$77,926	\$79,875	\$81,871
	3	\$3,058.20	\$3,134.70	\$3,213.10	\$79,786	\$81,782	\$83,827

Queensland Government Air (Rotary Wing)

Position	Pay Point	Salary 1/09/15 per fortnight (2.5% p.a.)	Salary 1/09/16 per fortnight (2.5% p.a.)	Salary 1/09/17 per fortnight (2.5% p.a.)	Annualised Salary following 1/09/15 2.5% p.a. increase	Annualised Salary following 1/09/16 2.5% p.a. increase	Annualised Salary following 1/09/17 2.5% p.a. increase
Base Manager	1	\$4,882.80	\$5,004.90	\$5,130.00	\$127,389	\$130,574	\$133,838
	2	\$5,005.10	\$5,130.20	\$5,258.50	\$130,579	\$133,843	\$137,191
	3	\$5,130.20	\$5,258.50	\$5,390.00	\$133,843	\$137,191	\$140,621
Chief Engineer	1	\$4,710.30	\$4,828.10	\$4,948.80	\$122,888	\$125,962	\$129,111
	2	\$4,828.30	\$4,949.00	\$5,072.70	\$125,967	\$129,116	\$132,343
	3	\$4,948.60	\$5,072.30	\$5,199.10	\$129,105	\$132,333	\$135,641
Deputy Chief Engineer	1	\$4,549.80	\$4,663.50	\$4,780.10	\$118,701	\$121,667	\$124,709
	2	\$4,663.10	\$4,779.70	\$4,899.20	\$121,657	\$124,699	\$127,817
Chief Aircrew Officer	1	\$3,878.20	\$3,975.20	\$4,074.60	\$101,179	\$103,710	\$106,303
	2	\$3,977.80	\$4,077.20	\$4,179.10	\$103,778	\$106,371	\$109,030
	3	\$4,077.20	\$4,179.10	\$4,283.60	\$106,371	\$109,030	\$111,756
	4	\$4,179.20	\$4,283.70	\$4,390.80	\$109,032	\$111,759	\$114,553
Senior Aircrew Officer	1	\$3,639.90	\$3,730.90	\$3,824.20	\$94,962	\$97,337	\$99,771
	2	\$3,704.50	\$3,797.10	\$3,892.00	\$96,648	\$99,064	\$101,539
	3	\$3,769.50	\$3,863.70	\$3,960.30	\$98,344	\$100,801	\$103,321
	4	\$3,834.70	\$3,930.60	\$4,028.90	\$100,045	\$102,547	\$105,111
	5	\$3,899.70	\$3,997.20	\$4,097.10	\$101,740	\$104,284	\$106,890
Pilot	1	\$4,505.30	\$4,617.90	\$4,733.30	\$117,540	\$120,478	\$123,488
	2	\$4,586.90	\$4,701.60	\$4,819.10	\$119,669	\$122,661	\$125,727
	3	\$4,668.70	\$4,785.40	\$4,905.00	\$121,803	\$124,848	\$127,968
	4	\$4,750.90	\$4,869.70	\$4,991.40	\$123,948	\$127,047	\$130,222
	5	\$4,832.70	\$4,953.50	\$5,077.30	\$126,082	\$129,233	\$132,463
	6	\$4,914.80	\$5,037.70	\$5,163.60	\$128,224	\$131,430	\$134,715
Aircrew Officer	1	\$3,240.40	\$3,321.40	\$3,404.40	\$84,540	\$86,653	\$88,818
	2	\$3,299.40	\$3,381.90	\$3,466.40	\$86,079	\$88,231	\$90,436
	3	\$3,358.00	\$3,442.00	\$3,528.10	\$87,608	\$89,799	\$92,046
	4	\$3,417.20	\$3,502.60	\$3,590.20	\$89,152	\$91,380	\$93,666
	5	\$3,476.20	\$3,563.10	\$3,652.20	\$90,692	\$92,959	\$95,283
	6	\$3,535.00	\$3,623.40	\$3,714.00	\$92,226	\$94,532	\$96,896
Rescue Crew Officer	1	\$2,670.60	\$2,737.40	\$2,805.80	\$69,674	\$71,417	\$73,201
	2	\$2,719.00	\$2,787.00	\$2,856.70	\$70,937	\$72,711	\$74,529
	3	\$2,767.60	\$2,836.80	\$2,907.70	\$72,205	\$74,010	\$75,860
	4	\$2,816.10	\$2,886.50	\$2,958.70	\$73,470	\$75,307	\$77,190
	5	\$2,865.10	\$2,936.70	\$3,010.10	\$74,748	\$76,616	\$78,531
	6	\$2,913.40	\$2,986.20	\$3,060.90	\$76,009	\$77,908	\$79,857
Base Engineer	1	\$4,016.80	\$4,117.20	\$4,220.10	\$104,795	\$107,415	\$110,099

	2	\$4,107.30	\$4,210.00	\$4,315.30	\$107,157	\$109,836	\$112,583
	3	\$4,200.90	\$4,305.90	\$4,413.50	\$109,598	\$112,338	\$115,145
	4	\$4,294.20	\$4,401.60	\$4,511.60	\$112,033	\$114,835	\$117,704
	5	\$4,389.20	\$4,498.90	\$4,611.40	\$114,511	\$117,373	\$120,308

CASUAL RATES OF PAY

		Salary 1/09/15	Salary 1/09/16	Salary 1/09/17
Pilot	Per Shift	\$660.00	\$676.00	\$693.00
Aircrew	Per Shift	\$474.00	\$486.00	\$499.00
Rescue Crew Officer	Per Shift	\$391.00	\$401.00	\$411.00
Base Engineer	Per Shift	\$614.00	\$630.00	\$646.00

Queensland Parliamentary Service Award – State 2015

ADMINISTRATIVE STREAM

Classification Level	Pay Point	Salary 1/09/15 per fortnight (2.5% p.a.)	Salary 1/09/16 per fortnight (2.5% p.a.)	Salary 1/09/17 per fortnight (2.5% p.a.)	Annualised Salary following 1/09/15 2.5% p.a. increase	Annualised Salary following 1/09/16 2.5% p.a. increase	Annualised Salary following 1/09/17 2.5% p.a. increase
L1	1	\$1,372.40	\$1,406.70	\$1,441.90	\$35,805	\$36,700	\$37,618
	2	\$1,447.80	\$1,484.00	\$1,521.10	\$37,772	\$38,716	\$39,684
	3	\$1,522.90	\$1,561.00	\$1,600.00	\$39,731	\$40,725	\$41,743
L2	1	\$1,693.90	\$1,736.20	\$1,779.60	\$44,193	\$45,296	\$46,428
	2	\$1,733.00	\$1,776.30	\$1,820.70	\$45,213	\$46,342	\$47,501
	3	\$1,773.10	\$1,817.40	\$1,862.80	\$46,259	\$47,415	\$48,599
	4	\$1,813.60	\$1,858.90	\$1,905.40	\$47,316	\$48,497	\$49,711
	5	\$1,855.10	\$1,901.50	\$1,949.00	\$48,398	\$49,609	\$50,848
	6	\$1,898.70	\$1,946.20	\$1,994.90	\$49,536	\$50,775	\$52,046
	7	\$1,947.60	\$1,996.30	\$2,046.20	\$50,811	\$52,082	\$53,384
	8	\$2,001.60	\$2,051.60	\$2,102.90	\$52,220	\$53,525	\$54,863
L3	1	\$2,139.30	\$2,192.80	\$2,247.60	\$55,813	\$57,209	\$58,638
	2	\$2,221.80	\$2,277.30	\$2,334.20	\$57,965	\$59,413	\$60,898
	3	\$2,304.00	\$2,361.60	\$2,420.60	\$60,110	\$61,612	\$63,152
	4	\$2,385.50	\$2,445.10	\$2,506.20	\$62,236	\$63,791	\$65,385
L4	1	\$2,529.50	\$2,592.70	\$2,657.50	\$65,993	\$67,642	\$69,332
	2	\$2,613.20	\$2,678.50	\$2,745.50	\$68,177	\$69,880	\$71,628
	3	\$2,697.10	\$2,764.50	\$2,833.60	\$70,365	\$72,124	\$73,927
	4	\$2,781.40	\$2,850.90	\$2,922.20	\$72,565	\$74,378	\$76,238
L5	1	\$2,931.40	\$3,004.70	\$3,079.80	\$76,478	\$78,390	\$80,350
	2	\$3,016.60	\$3,092.00	\$3,169.30	\$78,701	\$80,668	\$82,685
	3	\$3,101.10	\$3,178.60	\$3,258.10	\$80,905	\$82,927	\$85,002
	4	\$3,186.20	\$3,265.90	\$3,347.50	\$83,126	\$85,205	\$87,334
L6	1	\$3,363.30	\$3,447.40	\$3,533.60	\$87,746	\$89,940	\$92,189
	2	\$3,442.00	\$3,528.10	\$3,616.30	\$89,799	\$92,046	\$94,347
	3	\$3,520.40	\$3,608.40	\$3,698.60	\$91,845	\$94,141	\$96,494
	4	\$3,598.50	\$3,688.50	\$3,780.70	\$93,882	\$96,230	\$98,636
L7	1	\$3,763.40	\$3,857.50	\$3,953.90	\$98,184	\$100,639	\$103,154
	2	\$3,854.20	\$3,950.60	\$4,049.40	\$100,553	\$103,068	\$105,646
	3	\$3,945.10	\$4,043.70	\$4,144.80	\$102,925	\$105,497	\$108,135
	4	\$4,035.50	\$4,136.40	\$4,239.80	\$105,283	\$107,916	\$110,613
L8	1	\$4,169.70	\$4,273.90	\$4,380.70	\$108,784	\$111,503	\$114,289
	2	\$4,250.30	\$4,356.60	\$4,465.50	\$110,887	\$113,661	\$116,502
	3	\$4,329.70	\$4,437.90	\$4,548.80	\$112,959	\$115,782	\$118,675
	4	\$4,410.00	\$4,520.30	\$4,633.30	\$115,054	\$117,931	\$120,879

Queensland Parliamentary Service Award – State 2015

ASSISTANT ELECTORATE OFFICER

Classification Level	Pay Point	Salary 1/09/15 per fortnight (2.5% p.a.)	Salary 1/09/16 per fortnight (2.5% p.a.)	Salary 1/09/17 per fortnight (2.5% p.a.)	Annualised Salary following 1/09/15 2.5% p.a. increase	Annualised Salary following 1/09/16 2.5% p.a. increase	Annualised Salary following 1/09/17 2.5% p.a. increase
L1		\$2,139.30	\$2,192.80	\$2,247.60	\$55,813	\$57,209	\$58,638
L2		\$2,221.80	\$2,277.30	\$2,334.20	\$57,965	\$59,413	\$60,898
L3		\$2,304.00	\$2,361.60	\$2,420.60	\$60,110	\$61,612	\$63,152
L4		\$2,385.50	\$2,445.10	\$2,506.20	\$62,236	\$63,791	\$65,385

Queensland Parliamentary Service Award - State 2015

ELECTORATE OFFICER

Classification Level	Pay Point	Salary 1/09/15 per fortnight (2.5% p.a.)	Salary 1/09/16 per fortnight (2.5% p.a.)	Salary 1/09/17 per fortnight (2.5% p.a.)	Annualised Salary following 1/09/15 2.5% p.a. increase	Annualised Salary following 1/09/16 2.5% p.a. increase	Annualised Salary following 1/09/17 2.5% p.a. increase
L1		\$2,304.00	\$2,361.60	\$2,420.60	\$60,110	\$61,612	\$63,152
L2		\$2,385.50	\$2,445.10	\$2,506.20	\$62,236	\$63,791	\$65,385
L3		\$2,529.50	\$2,592.70	\$2,657.50	\$65,993	\$67,642	\$69,332
L4		\$2,613.20	\$2,678.50	\$2,745.50	\$68,177	\$69,880	\$71,628
L5		\$2,697.10	\$2,764.50	\$2,833.60	\$70,365	\$72,124	\$73,927
L6		\$2,781.40	\$2,850.90	\$2,922.20	\$72,565	\$74,378	\$76,238
L7		\$2,931.40	\$3,004.70	\$3,079.80	\$76,478	\$78,390	\$80,350
L8		\$3,016.60	\$3,092.00	\$3,169.30	\$78,701	\$80,668	\$82,685
L9		\$3,101.10	\$3,178.60	\$3,258.10	\$80,905	\$82,927	\$85,002
L10		\$3,186.20	\$3,265.90	\$3,347.50	\$83,126	\$85,205	\$87,334

Queensland Parliamentary Service Award – State 2015

OPERATIONAL STREAM

Classification Level	Pay Point	Salary 1/09/15 per fortnight (2.5% p.a.)	Salary 1/09/16 per fortnight (2.5% p.a.)	Salary 1/09/17 per fortnight (2.5% p.a.)	Annualised Salary following 1/09/15 2.5% p.a. increase	Annualised Salary following 1/09/16 2.5% p.a. increase	Annualised Salary following 1/09/17 2.5% p.a. increase
L1	1	\$1,227.60	\$1,258.30	\$1,289.80	\$32,027	\$32,828	\$33,650
	2	\$1,315.70	\$1,348.60	\$1,382.30	\$34,326	\$35,184	\$36,063
	3	\$1,404.50	\$1,439.60	\$1,475.60	\$36,642	\$37,558	\$38,497
	4	\$1,492.60	\$1,529.90	\$1,568.10	\$38,941	\$39,914	\$40,911
	5	\$1,581.10	\$1,620.60	\$1,661.10	\$41,250	\$42,280	\$43,337
	6	\$1,669.60	\$1,711.30	\$1,754.10	\$43,559	\$44,647	\$45,763
L2	1	\$1,693.90	\$1,736.20	\$1,779.60	\$44,193	\$45,296	\$46,428
	2	\$1,735.20	\$1,778.60	\$1,823.10	\$45,270	\$46,402	\$47,563
	3	\$1,777.40	\$1,821.80	\$1,867.30	\$46,371	\$47,529	\$48,717
	4	\$1,819.50	\$1,865.00	\$1,911.60	\$47,469	\$48,657	\$49,872
L3	1	\$1,845.20	\$1,891.30	\$1,938.60	\$48,140	\$49,343	\$50,577
	2	\$1,879.20	\$1,926.20	\$1,974.40	\$49,027	\$50,253	\$51,511
	3	\$1,917.20	\$1,965.10	\$2,014.20	\$50,018	\$51,268	\$52,549
	4	\$1,957.20	\$2,006.10	\$2,056.30	\$51,062	\$52,338	\$53,647
L4	1	\$2,040.20	\$2,091.20	\$2,143.50	\$53,227	\$54,558	\$55,922
	2	\$2,106.80	\$2,159.50	\$2,213.50	\$54,965	\$56,340	\$57,749
	3	\$2,173.80	\$2,228.10	\$2,283.80	\$56,713	\$58,130	\$59,583
	4	\$2,239.90	\$2,295.90	\$2,353.30	\$58,437	\$59,898	\$61,396
L5	1	\$2,299.10	\$2,356.60	\$2,415.50	\$59,982	\$61,482	\$63,019
	2	\$2,375.50	\$2,434.90	\$2,495.80	\$61,975	\$63,525	\$65,114
	3	\$2,452.60	\$2,513.90	\$2,576.70	\$63,987	\$65,586	\$67,224
	4	\$2,529.50	\$2,592.70	\$2,657.50	\$65,993	\$67,642	\$69,332
L6	1	\$2,640.70	\$2,706.70	\$2,774.40	\$68,894	\$70,616	\$72,382
	2	\$2,711.40	\$2,779.20	\$2,848.70	\$70,738	\$72,507	\$74,321
	3	\$2,781.40	\$2,850.90	\$2,922.20	\$72,565	\$74,378	\$76,238
L7	1	\$2,915.30	\$2,988.20	\$3,062.90	\$76,058	\$77,960	\$79,909
	2	\$2,986.90	\$3,061.60	\$3,138.10	\$77,926	\$79,875	\$81,871
	3	\$3,058.20	\$3,134.70	\$3,213.10	\$79,786	\$81,782	\$83,827

Queensland Parliamentary Service Award – State 2015

PROFESSIONAL STREAM

Classification Level	Pay Point	Salary 1/09/15 per fortnight (2.5% p.a.)	Salary 1/09/16 per fortnight (2.5% p.a.)	Salary 1/09/17 per fortnight (2.5% p.a.)	Annualised Salary following 1/09/15 2.5% p.a. increase	Annualised Salary following 1/09/16 2.5% p.a. increase	Annualised Salary following 1/09/17 2.5% p.a. increase
L1	1	\$1,401.80	\$1,436.80	\$1,472.70	\$36,572	\$37,485	\$38,422
	2	\$1,520.80	\$1,558.80	\$1,597.80	\$39,677	\$40,668	\$41,685
	3	\$1,639.60	\$1,680.60	\$1,722.60	\$42,776	\$43,846	\$44,941
	4	\$1,758.40	\$1,802.40	\$1,847.50	\$45,875	\$47,023	\$48,200
	5	\$1,824.90	\$1,870.50	\$1,917.30	\$47,610	\$48,800	\$50,021
	6	\$1,894.40	\$1,941.80	\$1,990.30	\$49,424	\$50,660	\$51,926
	7	\$1,976.90	\$2,026.30	\$2,077.00	\$51,576	\$52,865	\$54,187
L2	1	\$2,015.90	\$2,066.30	\$2,118.00	\$52,593	\$53,908	\$55,257
	2	\$2,136.90	\$2,190.30	\$2,245.10	\$55,750	\$57,143	\$58,573
	3	\$2,256.80	\$2,313.20	\$2,371.00	\$58,878	\$60,350	\$61,858
	4	\$2,376.20	\$2,435.60	\$2,496.50	\$61,993	\$63,543	\$65,132
	5	\$2,496.10	\$2,558.50	\$2,622.50	\$65,121	\$66,749	\$68,419
	6	\$2,616.40	\$2,681.80	\$2,748.80	\$68,260	\$69,966	\$71,714
	7	\$2,735.00	\$2,803.40	\$2,873.50	\$71,354	\$73,139	\$74,968
L3	1	\$2,873.00	\$2,944.80	\$3,018.40	\$74,955	\$76,828	\$78,748
	2	\$2,961.10	\$3,035.10	\$3,111.00	\$77,253	\$79,184	\$81,164
	3	\$3,049.20	\$3,125.40	\$3,203.50	\$79,551	\$81,539	\$83,577
	4	\$3,137.60	\$3,216.00	\$3,296.40	\$81,858	\$83,903	\$86,001
L4	1	\$3,340.20	\$3,423.70	\$3,509.30	\$87,143	\$89,322	\$91,555
	2	\$3,426.50	\$3,512.20	\$3,600.00	\$89,395	\$91,631	\$93,921
	3	\$3,512.40	\$3,600.20	\$3,690.20	\$91,636	\$93,927	\$96,275
	4	\$3,598.50	\$3,688.50	\$3,780.70	\$93,882	\$96,230	\$98,636
L5	1	\$3,763.40	\$3,857.50	\$3,953.90	\$98,184	\$100,639	\$103,154
	2	\$3,854.20	\$3,950.60	\$4,049.40	\$100,553	\$103,068	\$105,646
	3	\$3,945.10	\$4,043.70	\$4,144.80	\$102,925	\$105,497	\$108,135
	4	\$4,035.50	\$4,136.40	\$4,239.80	\$105,283	\$107,916	\$110,613
L6	1	\$4,169.70	\$4,273.90	\$4,380.70	\$108,784	\$111,503	\$114,289
	2	\$4,250.30	\$4,356.60	\$4,465.50	\$110,887	\$113,661	\$116,502
	3	\$4,329.70	\$4,437.90	\$4,548.80	\$112,959	\$115,782	\$118,675
	4	\$4,410.00	\$4,520.30	\$4,633.30	\$115,054	\$117,931	\$120,879

Queensland Parliamentary Service Award – State 2015

TECHNICAL STREAM

Classification Level	Pay Point	Salary 1/09/15 per fortnight (2.5% p.a.)	Salary 1/09/16 per fortnight (2.5% p.a.)	Salary 1/09/17 per fortnight (2.5% p.a.)	Annualised Salary following 1/09/15 2.5% p.a. increase	Annualised Salary following 1/09/16 2.5% p.a. increase	Annualised Salary following 1/09/17 2.5% p.a. increase
L1	1	\$1,401.80	\$1,436.80	\$1,472.70	\$36,572	\$37,485	\$38,422
	2	\$1,520.80	\$1,558.80	\$1,597.80	\$39,677	\$40,668	\$41,685
	3	\$1,639.60	\$1,680.60	\$1,722.60	\$42,776	\$43,846	\$44,941
	4	\$1,758.40	\$1,802.40	\$1,847.50	\$45,875	\$47,023	\$48,200
	5	\$1,824.90	\$1,870.50	\$1,917.30	\$47,610	\$48,800	\$50,021
	6	\$1,894.40	\$1,941.80	\$1,990.30	\$49,424	\$50,660	\$51,926
	7	\$1,976.90	\$2,026.30	\$2,077.00	\$51,576	\$52,865	\$54,187
L2	1	\$2,010.10	\$2,060.40	\$2,111.90	\$52,442	\$53,754	\$55,098
	2	\$2,084.50	\$2,136.60	\$2,190.00	\$54,383	\$55,742	\$57,136
	3	\$2,159.70	\$2,213.70	\$2,269.00	\$56,345	\$57,754	\$59,197
	4	\$2,235.00	\$2,290.90	\$2,348.20	\$58,310	\$59,768	\$61,263
	5	\$2,310.50	\$2,368.30	\$2,427.50	\$60,279	\$61,787	\$63,332
	6	\$2,385.50	\$2,445.10	\$2,506.20	\$62,236	\$63,791	\$65,385
L3	1	\$2,529.50	\$2,592.70	\$2,657.50	\$65,993	\$67,642	\$69,332
	2	\$2,598.40	\$2,663.40	\$2,730.00	\$67,790	\$69,486	\$71,224
	3	\$2,666.60	\$2,733.30	\$2,801.60	\$69,570	\$71,310	\$73,092
	4	\$2,735.00	\$2,803.40	\$2,873.50	\$71,354	\$73,139	\$74,968
L4	1	\$2,873.00	\$2,944.80	\$3,018.40	\$74,955	\$76,828	\$78,748
	2	\$2,965.90	\$3,040.00	\$3,116.00	\$77,378	\$79,311	\$81,294
	3	\$3,058.20	\$3,134.70	\$3,213.10	\$79,786	\$81,782	\$83,827
L5	1	\$3,186.20	\$3,265.90	\$3,347.50	\$83,126	\$85,205	\$87,334
	2	\$3,280.30	\$3,362.30	\$3,446.40	\$85,581	\$87,720	\$89,914
	3	\$3,375.00	\$3,459.40	\$3,545.90	\$88,051	\$90,253	\$92,510
	4	\$3,469.40	\$3,556.10	\$3,645.00	\$90,514	\$92,776	\$95,095
L6	1	\$3,582.20	\$3,671.80	\$3,763.60	\$93,457	\$95,795	\$98,190
	2	\$3,673.00	\$3,764.80	\$3,858.90	\$95,826	\$98,221	\$100,676
	3	\$3,763.40	\$3,857.50	\$3,953.90	\$98,184	\$100,639	\$103,154

Queensland Police Service – Pilots – Airwing							
Classification Level	Pay Point	Salary 1/09/15 per fortnight (2.5% p.a.)	Salary 1/09/16 per fortnight (2.5% p.a.)	Salary 1/09/17 per fortnight (2.5% p.a.)	Annualised Salary following 1/09/15 2.5% p.a. increase	Annualised Salary following 1/09/16 2.5% p.a. increase	Annualised Salary following 1/09/17 2.5% p.a. increase
Chief Pilot		\$4,580.00	\$4,694.50	\$4,811.90	\$119,489	\$122,476	\$125,539
Senior Base Pilot (Cairns)		\$4,325.10	\$4,433.20	\$4,544.00	\$112,839	\$115,659	\$118,550
Multi Engine Turbine Aircraft from 5700kg UTBNI 8500kg requiring 2 crew		\$4,119.10	\$4,222.10	\$4,327.70	\$107,464	\$110,152	\$112,907
Multi Engine Turbine Aircraft UTBNI 5700kg		\$3,734.00	\$3,827.40	\$3,923.10	\$97,417	\$99,854	\$102,351
Single engine turbine or multi engine piston UTBNI 5700kg and co-pilots		\$3,121.40	\$3,199.40	\$3,279.40	\$81,435	\$83,470	\$85,557

Queensland Public Service Officers and Other Employees Award – State 2015
(as it relates to employees previously covered by the Crime and Misconduct Commission Employees Award – State 2012)

ADMINISTRATIVE STREAM

Classification Level	Pay Point	Salary 1/09/15 per fortnight (2.5% p.a.)	Salary 1/09/16 per fortnight (2.5% p.a.)	Salary 1/09/17 per fortnight (2.5% p.a.)	Annualised Salary following 1/09/15 2.5% p.a. increase	Annualised Salary following 1/09/16 2.5% p.a. increase	Annualised Salary following 1/09/17 2.5% p.a. increase
L1	1	\$1,372.40	\$1,406.70	\$1,441.90	\$35,805	\$36,700	\$37,618
	2	\$1,447.80	\$1,484.00	\$1,521.10	\$37,772	\$38,716	\$39,684
	3	\$1,522.90	\$1,561.00	\$1,600.00	\$39,731	\$40,725	\$41,743
L2	1	\$1,693.90	\$1,736.20	\$1,779.60	\$44,193	\$45,296	\$46,428
	2	\$1,733.00	\$1,776.30	\$1,820.70	\$45,213	\$46,342	\$47,501
	3	\$1,773.10	\$1,817.40	\$1,862.80	\$46,259	\$47,415	\$48,599
	4	\$1,813.60	\$1,858.90	\$1,905.40	\$47,316	\$48,497	\$49,711
	5	\$1,855.10	\$1,901.50	\$1,949.00	\$48,398	\$49,609	\$50,848
	6	\$1,898.70	\$1,946.20	\$1,994.90	\$49,536	\$50,775	\$52,046
	7	\$1,947.60	\$1,996.30	\$2,046.20	\$50,811	\$52,082	\$53,384
	8	\$2,001.60	\$2,051.60	\$2,102.90	\$52,220	\$53,525	\$54,863
L3	1	\$2,139.30	\$2,192.80	\$2,247.60	\$55,813	\$57,209	\$58,638
	2	\$2,221.80	\$2,277.30	\$2,334.20	\$57,965	\$59,413	\$60,898
	3	\$2,304.00	\$2,361.60	\$2,420.60	\$60,110	\$61,612	\$63,152
	4	\$2,385.50	\$2,445.10	\$2,506.20	\$62,236	\$63,791	\$65,385
L4	1	\$2,529.50	\$2,592.70	\$2,657.50	\$65,993	\$67,642	\$69,332
	2	\$2,613.20	\$2,678.50	\$2,745.50	\$68,177	\$69,880	\$71,628
	3	\$2,697.10	\$2,764.50	\$2,833.60	\$70,365	\$72,124	\$73,927
	4	\$2,781.40	\$2,850.90	\$2,922.20	\$72,565	\$74,378	\$76,238
L5	1	\$2,931.40	\$3,004.70	\$3,079.80	\$76,478	\$78,390	\$80,350
	2	\$3,016.60	\$3,092.00	\$3,169.30	\$78,701	\$80,668	\$82,685
	3	\$3,101.10	\$3,178.60	\$3,258.10	\$80,905	\$82,927	\$85,002
	4	\$3,186.20	\$3,265.90	\$3,347.50	\$83,126	\$85,205	\$87,334

Queensland Public Service Officers and Other Employees Award – State 2015
 (as it relates to employees previously covered by the Crime and Misconduct Commission Employees Award – State 2012)

PROFESSIONAL STREAM

Classification Level	Pay Point	Salary 1/09/15 per fortnight (2.5% p.a.)	Salary 1/09/16 per fortnight (2.5% p.a.)	Salary 1/09/17 per fortnight (2.5% p.a.)	Annualised Salary following 1/09/15 2.5% p.a. increase	Annualised Salary following 1/09/16 2.5% p.a. increase	Annualised Salary following 1/09/17 2.5% p.a. increase
L1	1	\$1,401.80	\$1,436.80	\$1,472.70	\$36,572	\$37,485	\$38,422
	2	\$1,520.80	\$1,558.80	\$1,597.80	\$39,677	\$40,668	\$41,685
	3	\$1,639.60	\$1,680.60	\$1,722.60	\$42,776	\$43,846	\$44,941
	4	\$1,758.40	\$1,802.40	\$1,847.50	\$45,875	\$47,023	\$48,200
	5	\$1,824.90	\$1,870.50	\$1,917.30	\$47,610	\$48,800	\$50,021
	6	\$1,894.40	\$1,941.80	\$1,990.30	\$49,424	\$50,660	\$51,926
	7	\$1,976.90	\$2,026.30	\$2,077.00	\$51,576	\$52,865	\$54,187
L2	1	\$2,136.90	\$2,190.30	\$2,245.10	\$55,750	\$57,143	\$58,573
	2	\$2,256.80	\$2,313.20	\$2,371.00	\$58,878	\$60,350	\$61,858
	3	\$2,376.20	\$2,435.60	\$2,496.50	\$61,993	\$63,543	\$65,132
	4	\$2,496.10	\$2,558.50	\$2,622.50	\$65,121	\$66,749	\$68,419
	5	\$2,616.40	\$2,681.80	\$2,748.80	\$68,260	\$69,966	\$71,714
	6	\$2,735.00	\$2,803.40	\$2,873.50	\$71,354	\$73,139	\$74,968
L3	1	\$2,873.00	\$2,944.80	\$3,018.40	\$74,955	\$76,828	\$78,748
	2	\$2,961.10	\$3,035.10	\$3,111.00	\$77,253	\$79,184	\$81,164
	3	\$3,049.20	\$3,125.40	\$3,203.50	\$79,551	\$81,539	\$83,577
	4	\$3,137.60	\$3,216.00	\$3,296.40	\$81,858	\$83,903	\$86,001

Queensland Public Service Officers and Other Employees Award – State 2015
(for employees previously covered by Queensland Building Services Authority Award – State 2012)

ADMINISTRATIVE STREAM

Classification Level	Pay Point	Salary 1/09/15 per fortnight (2.5% p.a.)	Salary 1/09/16 per fortnight (2.5% p.a.)	Salary 1/09/17 per fortnight (2.5% p.a.)	Annualised Salary following 1/09/15 2.5% p.a. increase	Annualised Salary following 1/09/16 2.5% p.a. increase	Annualised Salary following 1/09/17 2.5% p.a. increase
L1	1	\$1,372.40	\$1,406.70	\$1,441.90	\$35,805	\$36,700	\$37,618
	2	\$1,447.80	\$1,484.00	\$1,521.10	\$37,772	\$38,716	\$39,684
	3	\$1,522.90	\$1,561.00	\$1,600.00	\$39,731	\$40,725	\$41,743
L2	1	\$1,693.90	\$1,736.20	\$1,779.60	\$44,193	\$45,296	\$46,428
	2	\$1,733.00	\$1,776.30	\$1,820.70	\$45,213	\$46,342	\$47,501
	3	\$1,773.10	\$1,817.40	\$1,862.80	\$46,259	\$47,415	\$48,599
	4	\$1,813.60	\$1,858.90	\$1,905.40	\$47,316	\$48,497	\$49,711
	5	\$1,855.10	\$1,901.50	\$1,949.00	\$48,398	\$49,609	\$50,848
	6	\$1,898.70	\$1,946.20	\$1,994.90	\$49,536	\$50,775	\$52,046
	7	\$1,947.60	\$1,996.30	\$2,046.20	\$50,811	\$52,082	\$53,384
	8	\$2,001.60	\$2,051.60	\$2,102.90	\$52,220	\$53,525	\$54,863
L3	1	\$2,139.30	\$2,192.80	\$2,247.60	\$55,813	\$57,209	\$58,638
	2	\$2,221.80	\$2,277.30	\$2,334.20	\$57,965	\$59,413	\$60,898
	3	\$2,304.00	\$2,361.60	\$2,420.60	\$60,110	\$61,612	\$63,152
	4	\$2,385.50	\$2,445.10	\$2,506.20	\$62,236	\$63,791	\$65,385
L4	1	\$2,529.50	\$2,592.70	\$2,657.50	\$65,993	\$67,642	\$69,332
	2	\$2,613.20	\$2,678.50	\$2,745.50	\$68,177	\$69,880	\$71,628
	3	\$2,697.10	\$2,764.50	\$2,833.60	\$70,365	\$72,124	\$73,927
	4	\$2,781.40	\$2,850.90	\$2,922.20	\$72,565	\$74,378	\$76,238
L5	1	\$2,931.40	\$3,004.70	\$3,079.80	\$76,478	\$78,390	\$80,350
	2	\$3,016.60	\$3,092.00	\$3,169.30	\$78,701	\$80,668	\$82,685
	3	\$3,101.10	\$3,178.60	\$3,258.10	\$80,905	\$82,927	\$85,002
	4	\$3,186.20	\$3,265.90	\$3,347.50	\$83,126	\$85,205	\$87,334
L6	1	\$3,363.30	\$3,447.40	\$3,533.60	\$87,746	\$89,940	\$92,189
	2	\$3,442.00	\$3,528.10	\$3,616.30	\$89,799	\$92,046	\$94,347
	3	\$3,520.40	\$3,608.40	\$3,698.60	\$91,845	\$94,141	\$96,494
	4	\$3,598.50	\$3,688.50	\$3,780.70	\$93,882	\$96,230	\$98,636
L7	1	\$3,763.40	\$3,857.50	\$3,953.90	\$98,184	\$100,639	\$103,154
	2	\$3,854.20	\$3,950.60	\$4,049.40	\$100,553	\$103,068	\$105,646
	3	\$3,945.10	\$4,043.70	\$4,144.80	\$102,925	\$105,497	\$108,135
	4	\$4,035.50	\$4,136.40	\$4,239.80	\$105,283	\$107,916	\$110,613
L8	1	\$4,169.70	\$4,273.90	\$4,380.70	\$108,784	\$111,503	\$114,289
	2	\$4,250.30	\$4,356.60	\$4,465.50	\$110,887	\$113,661	\$116,502
	3	\$4,329.70	\$4,437.90	\$4,548.80	\$112,959	\$115,782	\$118,675
	4	\$4,410.00	\$4,520.30	\$4,633.30	\$115,054	\$117,931	\$120,879

Queensland Public Service Officers and Other Employees Award – State 2015
(for employees previously covered by Queensland Building Services Authority Award – State 2012)

OPERATIONAL STREAM

Classification Level	Pay Point	Salary 1/09/15 per fortnight (2.5% p.a.)	Salary 1/09/16 per fortnight (2.5% p.a.)	Salary 1/09/17 per fortnight (2.5% p.a.)	Annualised Salary following 1/09/15 2.5% p.a. increase	Annualised Salary following 1/09/16 2.5% p.a. increase	Annualised Salary following 1/09/17 2.5% p.a. increase
L1	1	\$1,227.60	\$1,258.30	\$1,289.80	\$32,027	\$32,828	\$33,650
	2	\$1,315.70	\$1,348.60	\$1,382.30	\$34,326	\$35,184	\$36,063
	3	\$1,404.50	\$1,439.60	\$1,475.60	\$36,642	\$37,558	\$38,497
	4	\$1,492.60	\$1,529.90	\$1,568.10	\$38,941	\$39,914	\$40,911
	5	\$1,581.10	\$1,620.60	\$1,661.10	\$41,250	\$42,280	\$43,337
	6	\$1,669.60	\$1,711.30	\$1,754.10	\$43,559	\$44,647	\$45,763
L2	1	\$1,693.90	\$1,736.20	\$1,779.60	\$44,193	\$45,296	\$46,428
	2	\$1,735.20	\$1,778.60	\$1,823.10	\$45,270	\$46,402	\$47,563
	3	\$1,777.40	\$1,821.80	\$1,867.30	\$46,371	\$47,529	\$48,717
	4	\$1,819.50	\$1,865.00	\$1,911.60	\$47,469	\$48,657	\$49,872
L3	1	\$1,845.20	\$1,891.30	\$1,938.60	\$48,140	\$49,343	\$50,577
	2	\$1,879.20	\$1,926.20	\$1,974.40	\$49,027	\$50,253	\$51,511
	3	\$1,917.20	\$1,965.10	\$2,014.20	\$50,018	\$51,268	\$52,549
	4	\$1,957.20	\$2,006.10	\$2,056.30	\$51,062	\$52,338	\$53,647
L4	1	\$2,040.20	\$2,091.20	\$2,143.50	\$53,227	\$54,558	\$55,922
	2	\$2,106.80	\$2,159.50	\$2,213.50	\$54,965	\$56,340	\$57,749
	3	\$2,173.80	\$2,228.10	\$2,283.80	\$56,713	\$58,130	\$59,583
	4	\$2,239.90	\$2,295.90	\$2,353.30	\$58,437	\$59,898	\$61,396
L5	1	\$2,299.10	\$2,356.60	\$2,415.50	\$59,982	\$61,482	\$63,019
	2	\$2,375.50	\$2,434.90	\$2,495.80	\$61,975	\$63,525	\$65,114
	3	\$2,452.60	\$2,513.90	\$2,576.70	\$63,987	\$65,586	\$67,224
	4	\$2,529.50	\$2,592.70	\$2,657.50	\$65,993	\$67,642	\$69,332
L6	1	\$2,640.70	\$2,706.70	\$2,774.40	\$68,894	\$70,616	\$72,382
	2	\$2,711.40	\$2,779.20	\$2,848.70	\$70,738	\$72,507	\$74,321
	3	\$2,781.40	\$2,850.90	\$2,922.20	\$72,565	\$74,378	\$76,238
L7	1	\$2,915.30	\$2,988.20	\$3,062.90	\$76,058	\$77,960	\$79,909
	2	\$2,986.90	\$3,061.60	\$3,138.10	\$77,926	\$79,875	\$81,871
	3	\$3,058.20	\$3,134.70	\$3,213.10	\$79,786	\$81,782	\$83,827

Queensland Public Service Officers and Other Employees Award – State 2015
(for employees previously covered by Queensland Building Services Authority Award – State 2012)

PROFESSIONAL STREAM

Classification Level	Pay Point	Salary 1/09/15 per fortnight (2.5% p.a.)	Salary 1/09/16 per fortnight (2.5% p.a.)	Salary 1/09/17 per fortnight (2.5% p.a.)	Annualised Salary following 1/09/15 2.5% p.a. increase	Annualised Salary following 1/09/16 2.5% p.a. increase	Annualised Salary following 1/09/17 2.5% p.a. increase
L1	1	\$1,401.80	\$1,436.80	\$1,472.70	\$36,572	\$37,485	\$38,422
	2	\$1,520.80	\$1,558.80	\$1,597.80	\$39,677	\$40,668	\$41,685
	3	\$1,639.60	\$1,680.60	\$1,722.60	\$42,776	\$43,846	\$44,941
	4	\$1,758.40	\$1,802.40	\$1,847.50	\$45,875	\$47,023	\$48,200
	5	\$1,824.90	\$1,870.50	\$1,917.30	\$47,610	\$48,800	\$50,021
	6	\$1,894.40	\$1,941.80	\$1,990.30	\$49,424	\$50,660	\$51,926
	7	\$1,976.90	\$2,026.30	\$2,077.00	\$51,576	\$52,865	\$54,187
L2	1	\$2,136.90	\$2,190.30	\$2,245.10	\$55,750	\$57,143	\$58,573
	2	\$2,256.80	\$2,313.20	\$2,371.00	\$58,878	\$60,350	\$61,858
	3	\$2,376.20	\$2,435.60	\$2,496.50	\$61,993	\$63,543	\$65,132
	4	\$2,496.10	\$2,558.50	\$2,622.50	\$65,121	\$66,749	\$68,419
	5	\$2,616.40	\$2,681.80	\$2,748.80	\$68,260	\$69,966	\$71,714
	6	\$2,735.00	\$2,803.40	\$2,873.50	\$71,354	\$73,139	\$74,968
L3	1	\$2,873.00	\$2,944.80	\$3,018.40	\$74,955	\$76,828	\$78,748
	2	\$2,961.10	\$3,035.10	\$3,111.00	\$77,253	\$79,184	\$81,164
	3	\$3,049.20	\$3,125.40	\$3,203.50	\$79,551	\$81,539	\$83,577
	4	\$3,137.60	\$3,216.00	\$3,296.40	\$81,858	\$83,903	\$86,001
L4	1	\$3,340.20	\$3,423.70	\$3,509.30	\$87,143	\$89,322	\$91,555
	2	\$3,426.50	\$3,512.20	\$3,600.00	\$89,395	\$91,631	\$93,921
	3	\$3,512.40	\$3,600.20	\$3,690.20	\$91,636	\$93,927	\$96,275
	4	\$3,598.50	\$3,688.50	\$3,780.70	\$93,882	\$96,230	\$98,636
L5	1	\$3,763.40	\$3,857.50	\$3,953.90	\$98,184	\$100,639	\$103,154
	2	\$3,854.20	\$3,950.60	\$4,049.40	\$100,553	\$103,068	\$105,646
	3	\$3,945.10	\$4,043.70	\$4,144.80	\$102,925	\$105,497	\$108,135
	4	\$4,035.50	\$4,136.40	\$4,239.80	\$105,283	\$107,916	\$110,613
L6	1	\$4,169.70	\$4,273.90	\$4,380.70	\$108,784	\$111,503	\$114,289
	2	\$4,250.30	\$4,356.60	\$4,465.50	\$110,887	\$113,661	\$116,502
	3	\$4,329.70	\$4,437.90	\$4,548.80	\$112,959	\$115,782	\$118,675
	4	\$4,410.00	\$4,520.30	\$4,633.30	\$115,054	\$117,931	\$120,879

Queensland Public Service Officers and Other Employees Award – State 2015
(for employees previously covered by Queensland Building Services Authority Award – State 2012)

TECHNICAL STREAM

Classification Level	Pay Point	Salary 1/09/15 per fortnight (2.5% p.a.)	Salary 1/09/16 per fortnight (2.5% p.a.)	Salary 1/09/17 per fortnight (2.5% p.a.)	Annualised Salary following 1/09/15 2.5% p.a. increase	Annualised Salary following 1/09/16 2.5% p.a. increase	Annualised Salary following 1/09/17 2.5% p.a. increase
L1	1	\$1,401.80	\$1,436.80	\$1,472.70	\$36,572	\$37,485	\$38,422
	2	\$1,520.80	\$1,558.80	\$1,597.80	\$39,677	\$40,668	\$41,685
	3	\$1,639.60	\$1,680.60	\$1,722.60	\$42,776	\$43,846	\$44,941
	4	\$1,758.40	\$1,802.40	\$1,847.50	\$45,875	\$47,023	\$48,200
	5	\$1,824.90	\$1,870.50	\$1,917.30	\$47,610	\$48,800	\$50,021
	6	\$1,894.40	\$1,941.80	\$1,990.30	\$49,424	\$50,660	\$51,926
	7	\$1,976.90	\$2,026.30	\$2,077.00	\$51,576	\$52,865	\$54,187
L2	1	\$2,010.10	\$2,060.40	\$2,111.90	\$52,442	\$53,754	\$55,098
	2	\$2,084.50	\$2,136.60	\$2,190.00	\$54,383	\$55,742	\$57,136
	3	\$2,159.70	\$2,213.70	\$2,269.00	\$56,345	\$57,754	\$59,197
	4	\$2,235.00	\$2,290.90	\$2,348.20	\$58,310	\$59,768	\$61,263
	5	\$2,310.50	\$2,368.30	\$2,427.50	\$60,279	\$61,787	\$63,332
	6	\$2,385.50	\$2,445.10	\$2,506.20	\$62,236	\$63,791	\$65,385
L3	1	\$2,529.50	\$2,592.70	\$2,657.50	\$65,993	\$67,642	\$69,332
	2	\$2,598.40	\$2,663.40	\$2,730.00	\$67,790	\$69,486	\$71,224
	3	\$2,666.60	\$2,733.30	\$2,801.60	\$69,570	\$71,310	\$73,092
	4	\$2,735.00	\$2,803.40	\$2,873.50	\$71,354	\$73,139	\$74,968
L4	1	\$2,873.00	\$2,944.80	\$3,018.40	\$74,955	\$76,828	\$78,748
	2	\$2,965.90	\$3,040.00	\$3,116.00	\$77,378	\$79,311	\$81,294
	3	\$3,058.20	\$3,134.70	\$3,213.10	\$79,786	\$81,782	\$83,827
L5	1	\$3,186.20	\$3,265.90	\$3,347.50	\$83,126	\$85,205	\$87,334
	2	\$3,280.30	\$3,362.30	\$3,446.40	\$85,581	\$87,720	\$89,914
	3	\$3,375.00	\$3,459.40	\$3,545.90	\$88,051	\$90,253	\$92,510
	4	\$3,469.40	\$3,556.10	\$3,645.00	\$90,514	\$92,776	\$95,095
L6	1	\$3,582.20	\$3,671.80	\$3,763.60	\$93,457	\$95,795	\$98,190
	2	\$3,673.00	\$3,764.80	\$3,858.90	\$95,826	\$98,221	\$100,676
	3	\$3,763.40	\$3,857.50	\$3,953.90	\$98,184	\$100,639	\$103,154

Queensland Public Service Officers and Other Employees Award – State 2015

ADMINISTRATIVE STREAM

Classification Level	Pay Point	Salary 1/09/15 per fortnight (2.5% p.a.)	Salary 1/09/16 per fortnight (2.5% p.a.)	Salary 1/09/17 per fortnight (2.5% p.a.)	Annualised Salary following 1/09/15 2.5% p.a. increase	Annualised Salary following 1/09/16 2.5% p.a. increase	Annualised Salary following 1/09/17 2.5% p.a. increase
L1	1	\$1,372.40	\$1,406.70	\$1,441.90	\$35,805	\$36,700	\$37,618
	2	\$1,447.80	\$1,484.00	\$1,521.10	\$37,772	\$38,716	\$39,684
	3	\$1,522.90	\$1,561.00	\$1,600.00	\$39,731	\$40,725	\$41,743
L2	1	\$1,693.90	\$1,736.20	\$1,779.60	\$44,193	\$45,296	\$46,428
	2	\$1,733.00	\$1,776.30	\$1,820.70	\$45,213	\$46,342	\$47,501
	3	\$1,773.10	\$1,817.40	\$1,862.80	\$46,259	\$47,415	\$48,599
	4	\$1,813.60	\$1,858.90	\$1,905.40	\$47,316	\$48,497	\$49,711
	5	\$1,855.10	\$1,901.50	\$1,949.00	\$48,398	\$49,609	\$50,848
	6	\$1,898.70	\$1,946.20	\$1,994.90	\$49,536	\$50,775	\$52,046
	7	\$1,947.60	\$1,996.30	\$2,046.20	\$50,811	\$52,082	\$53,384
	8	\$2,001.60	\$2,051.60	\$2,102.90	\$52,220	\$53,525	\$54,863
L3	1	\$2,139.30	\$2,192.80	\$2,247.60	\$55,813	\$57,209	\$58,638
	2	\$2,221.80	\$2,277.30	\$2,334.20	\$57,965	\$59,413	\$60,898
	3	\$2,304.00	\$2,361.60	\$2,420.60	\$60,110	\$61,612	\$63,152
	4	\$2,385.50	\$2,445.10	\$2,506.20	\$62,236	\$63,791	\$65,385
L4	1	\$2,529.50	\$2,592.70	\$2,657.50	\$65,993	\$67,642	\$69,332
	2	\$2,613.20	\$2,678.50	\$2,745.50	\$68,177	\$69,880	\$71,628
	3	\$2,697.10	\$2,764.50	\$2,833.60	\$70,365	\$72,124	\$73,927
	4	\$2,781.40	\$2,850.90	\$2,922.20	\$72,565	\$74,378	\$76,238
L5	1	\$2,931.40	\$3,004.70	\$3,079.80	\$76,478	\$78,390	\$80,350
	2	\$3,016.60	\$3,092.00	\$3,169.30	\$78,701	\$80,668	\$82,685
	3	\$3,101.10	\$3,178.60	\$3,258.10	\$80,905	\$82,927	\$85,002
	4	\$3,186.20	\$3,265.90	\$3,347.50	\$83,126	\$85,205	\$87,334
L6	1	\$3,363.30	\$3,447.40	\$3,533.60	\$87,746	\$89,940	\$92,189
	2	\$3,442.00	\$3,528.10	\$3,616.30	\$89,799	\$92,046	\$94,347
	3	\$3,520.40	\$3,608.40	\$3,698.60	\$91,845	\$94,141	\$96,494
	4	\$3,598.50	\$3,688.50	\$3,780.70	\$93,882	\$96,230	\$98,636
L7	1	\$3,763.40	\$3,857.50	\$3,953.90	\$98,184	\$100,639	\$103,154
	2	\$3,854.20	\$3,950.60	\$4,049.40	\$100,553	\$103,068	\$105,646
	3	\$3,945.10	\$4,043.70	\$4,144.80	\$102,925	\$105,497	\$108,135
	4	\$4,035.50	\$4,136.40	\$4,239.80	\$105,283	\$107,916	\$110,613
L8	1	\$4,169.70	\$4,273.90	\$4,380.70	\$108,784	\$111,503	\$114,289
	2	\$4,250.30	\$4,356.60	\$4,465.50	\$110,887	\$113,661	\$116,502
	3	\$4,329.70	\$4,437.90	\$4,548.80	\$112,959	\$115,782	\$118,675
	4	\$4,410.00	\$4,520.30	\$4,633.30	\$115,054	\$117,931	\$120,879

Queensland Public Service Officers and Other Employees Award – State 2015

OPERATIONAL STREAM

Classification Level	Pay Point	Salary 1/09/15 per fortnight (2.5% p.a.)	Salary 1/09/16 per fortnight (2.5% p.a.)	Salary 1/09/17 per fortnight (2.5% p.a.)	Annualised Salary following 1/09/15 2.5% p.a. increase	Annualised Salary following 1/09/16 2.5% p.a. increase	Annualised Salary following 1/09/17 2.5% p.a. increase
L1	1	\$1,227.60	\$1,258.30	\$1,289.80	\$32,027	\$32,828	\$33,650
	2	\$1,315.70	\$1,348.60	\$1,382.30	\$34,326	\$35,184	\$36,063
	3	\$1,404.50	\$1,439.60	\$1,475.60	\$36,642	\$37,558	\$38,497
	4	\$1,492.60	\$1,529.90	\$1,568.10	\$38,941	\$39,914	\$40,911
	5	\$1,581.10	\$1,620.60	\$1,661.10	\$41,250	\$42,280	\$43,337
	6	\$1,669.60	\$1,711.30	\$1,754.10	\$43,559	\$44,647	\$45,763
L2	1	\$1,693.90	\$1,736.20	\$1,779.60	\$44,193	\$45,296	\$46,428
	2	\$1,735.20	\$1,778.60	\$1,823.10	\$45,270	\$46,402	\$47,563
	3	\$1,777.40	\$1,821.80	\$1,867.30	\$46,371	\$47,529	\$48,717
	4	\$1,819.50	\$1,865.00	\$1,911.60	\$47,469	\$48,657	\$49,872
L3	1	\$1,845.20	\$1,891.30	\$1,938.60	\$48,140	\$49,343	\$50,577
	2	\$1,879.20	\$1,926.20	\$1,974.40	\$49,027	\$50,253	\$51,511
	3	\$1,917.20	\$1,965.10	\$2,014.20	\$50,018	\$51,268	\$52,549
	4	\$1,957.20	\$2,006.10	\$2,056.30	\$51,062	\$52,338	\$53,647
L4	1	\$2,040.20	\$2,091.20	\$2,143.50	\$53,227	\$54,558	\$55,922
	2	\$2,106.80	\$2,159.50	\$2,213.50	\$54,965	\$56,340	\$57,749
	3	\$2,173.80	\$2,228.10	\$2,283.80	\$56,713	\$58,130	\$59,583
	4	\$2,239.90	\$2,295.90	\$2,353.30	\$58,437	\$59,898	\$61,396
L5	1	\$2,299.10	\$2,356.60	\$2,415.50	\$59,982	\$61,482	\$63,019
	2	\$2,375.50	\$2,434.90	\$2,495.80	\$61,975	\$63,525	\$65,114
	3	\$2,452.60	\$2,513.90	\$2,576.70	\$63,987	\$65,586	\$67,224
	4	\$2,529.50	\$2,592.70	\$2,657.50	\$65,993	\$67,642	\$69,332
L6	1	\$2,640.70	\$2,706.70	\$2,774.40	\$68,894	\$70,616	\$72,382
	2	\$2,711.40	\$2,779.20	\$2,848.70	\$70,738	\$72,507	\$74,321
	3	\$2,781.40	\$2,850.90	\$2,922.20	\$72,565	\$74,378	\$76,238
L7	1	\$2,915.30	\$2,988.20	\$3,062.90	\$76,058	\$77,960	\$79,909
	2	\$2,986.90	\$3,061.60	\$3,138.10	\$77,926	\$79,875	\$81,871
	3	\$3,058.20	\$3,134.70	\$3,213.10	\$79,786	\$81,782	\$83,827

Queensland Public Service Officers and Other Employees Award – State 2015

PROFESSIONAL STREAM

Classification Level	Pay Point	Salary 1/09/15 per fortnight (2.5% p.a.)	Salary 1/09/16 per fortnight (2.5% p.a.)	Salary 1/09/17 per fortnight (2.5% p.a.)	Annualised Salary following 1/09/15 2.5% p.a. increase	Annualised Salary following 1/09/16 2.5% p.a. increase	Annualised Salary following 1/09/17 2.5% p.a. increase
L1	1	\$1,401.80	\$1,436.80	\$1,472.70	\$36,572	\$37,485	\$38,422
	2	\$1,520.80	\$1,558.80	\$1,597.80	\$39,677	\$40,668	\$41,685
	3	\$1,639.60	\$1,680.60	\$1,722.60	\$42,776	\$43,846	\$44,941
	4	\$1,758.40	\$1,802.40	\$1,847.50	\$45,875	\$47,023	\$48,200
	5	\$1,824.90	\$1,870.50	\$1,917.30	\$47,610	\$48,800	\$50,021
	6	\$1,894.40	\$1,941.80	\$1,990.30	\$49,424	\$50,660	\$51,926
	7	\$1,976.90	\$2,026.30	\$2,077.00	\$51,576	\$52,865	\$54,187
L2	1	\$2,136.90	\$2,190.30	\$2,245.10	\$55,750	\$57,143	\$58,573
	2	\$2,256.80	\$2,313.20	\$2,371.00	\$58,878	\$60,350	\$61,858
	3	\$2,376.20	\$2,435.60	\$2,496.50	\$61,993	\$63,543	\$65,132
	4	\$2,496.10	\$2,558.50	\$2,622.50	\$65,121	\$66,749	\$68,419
	5	\$2,616.40	\$2,681.80	\$2,748.80	\$68,260	\$69,966	\$71,714
	6	\$2,735.00	\$2,803.40	\$2,873.50	\$71,354	\$73,139	\$74,968
L3	1	\$2,873.00	\$2,944.80	\$3,018.40	\$74,955	\$76,828	\$78,748
	2	\$2,961.10	\$3,035.10	\$3,111.00	\$77,253	\$79,184	\$81,164
	3	\$3,049.20	\$3,125.40	\$3,203.50	\$79,551	\$81,539	\$83,577
	4	\$3,137.60	\$3,216.00	\$3,296.40	\$81,858	\$83,903	\$86,001
L4	1	\$3,340.20	\$3,423.70	\$3,509.30	\$87,143	\$89,322	\$91,555
	2	\$3,426.50	\$3,512.20	\$3,600.00	\$89,395	\$91,631	\$93,921
	3	\$3,512.40	\$3,600.20	\$3,690.20	\$91,636	\$93,927	\$96,275
	4	\$3,598.50	\$3,688.50	\$3,780.70	\$93,882	\$96,230	\$98,636
L5	1	\$3,763.40	\$3,857.50	\$3,953.90	\$98,184	\$100,639	\$103,154
	2	\$3,854.20	\$3,950.60	\$4,049.40	\$100,553	\$103,068	\$105,646
	3	\$3,945.10	\$4,043.70	\$4,144.80	\$102,925	\$105,497	\$108,135
	4	\$4,035.50	\$4,136.40	\$4,239.80	\$105,283	\$107,916	\$110,613
L6	1	\$4,169.70	\$4,273.90	\$4,380.70	\$108,784	\$111,503	\$114,289
	2	\$4,250.30	\$4,356.60	\$4,465.50	\$110,887	\$113,661	\$116,502
	3	\$4,329.70	\$4,437.90	\$4,548.80	\$112,959	\$115,782	\$118,675
	4	\$4,410.00	\$4,520.30	\$4,633.30	\$115,054	\$117,931	\$120,879

Queensland Public Service Officers and Other Employees Award – State 2015

TECHNICAL STREAM

Classification Level	Pay Point	Salary 1/09/15 per fortnight (2.5% p.a.)	Salary 1/09/16 per fortnight (2.5% p.a.)	Salary 1/09/17 per fortnight (2.5% p.a.)	Annualised Salary following 1/09/15 2.5% p.a. increase	Annualised Salary following 1/09/16 2.5% p.a. increase	Annualised Salary following 1/09/17 2.5% p.a. increase
L1	1	\$1,401.80	\$1,436.80	\$1,472.70	\$36,572	\$37,485	\$38,422
	2	\$1,520.80	\$1,558.80	\$1,597.80	\$39,677	\$40,668	\$41,685
	3	\$1,639.60	\$1,680.60	\$1,722.60	\$42,776	\$43,846	\$44,941
	4	\$1,758.40	\$1,802.40	\$1,847.50	\$45,875	\$47,023	\$48,200
	5	\$1,824.90	\$1,870.50	\$1,917.30	\$47,610	\$48,800	\$50,021
	6	\$1,894.40	\$1,941.80	\$1,990.30	\$49,424	\$50,660	\$51,926
	7	\$1,976.90	\$2,026.30	\$2,077.00	\$51,576	\$52,865	\$54,187
L2	1	\$2,010.10	\$2,060.40	\$2,111.90	\$52,442	\$53,754	\$55,098
	2	\$2,084.50	\$2,136.60	\$2,190.00	\$54,383	\$55,742	\$57,136
	3	\$2,159.70	\$2,213.70	\$2,269.00	\$56,345	\$57,754	\$59,197
	4	\$2,235.00	\$2,290.90	\$2,348.20	\$58,310	\$59,768	\$61,263
	5	\$2,310.50	\$2,368.30	\$2,427.50	\$60,279	\$61,787	\$63,332
	6	\$2,385.50	\$2,445.10	\$2,506.20	\$62,236	\$63,791	\$65,385
L3	1	\$2,529.50	\$2,592.70	\$2,657.50	\$65,993	\$67,642	\$69,332
	2	\$2,598.40	\$2,663.40	\$2,730.00	\$67,790	\$69,486	\$71,224
	3	\$2,666.60	\$2,733.30	\$2,801.60	\$69,570	\$71,310	\$73,092
	4	\$2,735.00	\$2,803.40	\$2,873.50	\$71,354	\$73,139	\$74,968
L4	1	\$2,873.00	\$2,944.80	\$3,018.40	\$74,955	\$76,828	\$78,748
	2	\$2,965.90	\$3,040.00	\$3,116.00	\$77,378	\$79,311	\$81,294
	3	\$3,058.20	\$3,134.70	\$3,213.10	\$79,786	\$81,782	\$83,827
L5	1	\$3,186.20	\$3,265.90	\$3,347.50	\$83,126	\$85,205	\$87,334
	2	\$3,280.30	\$3,362.30	\$3,446.40	\$85,581	\$87,720	\$89,914
	3	\$3,375.00	\$3,459.40	\$3,545.90	\$88,051	\$90,253	\$92,510
	4	\$3,469.40	\$3,556.10	\$3,645.00	\$90,514	\$92,776	\$95,095
L6	1	\$3,582.20	\$3,671.80	\$3,763.60	\$93,457	\$95,795	\$98,190
	2	\$3,673.00	\$3,764.80	\$3,858.90	\$95,826	\$98,221	\$100,676
	3	\$3,763.40	\$3,857.50	\$3,953.90	\$98,184	\$100,639	\$103,154

**Queensland Public Service Officers and Other Employees Award – State 2015 as it applies to Nursing Stream
(Previously the Queensland Public Service Award – State 2012 – Schedule 4 – Section 3 – Rates of Pay for Nursing Staff)**

Classification Level	Pay Point	Salary 1/09/15 per fortnight (2.5% p.a.)	Salary 1/09/16 per fortnight (2.5% p.a.)	Salary 1/09/17 per fortnight (2.5% p.a.)	Annualised Salary following 1/09/15 2.5% p.a. increase	Annualised Salary following 1/09/16 2.5% p.a. increase	Annualised Salary following 1/09/17 2.5% p.a. increase
1	1st year	\$1,947.40	\$1,996.10	\$2,046.00	\$50,806	\$52,077	\$53,379
	2nd year	\$2,034.50	\$2,085.40	\$2,137.50	\$53,079	\$54,407	\$55,766
	3rd year	\$2,127.70	\$2,180.90	\$2,235.40	\$55,510	\$56,898	\$58,320
	4th year	\$2,222.10	\$2,277.70	\$2,334.60	\$57,973	\$59,424	\$60,908
	5th year	\$2,316.00	\$2,373.90	\$2,433.20	\$60,423	\$61,933	\$63,480
	6th year	\$2,409.90	\$2,470.10	\$2,531.90	\$62,873	\$64,443	\$66,055
	7th year	\$2,504.10	\$2,566.70	\$2,630.90	\$65,330	\$66,963	\$68,638
	8th year	\$2,598.00	\$2,663.00	\$2,729.60	\$67,780	\$69,476	\$71,213
2	1st year	\$2,691.90	\$2,759.20	\$2,828.20	\$70,230	\$71,986	\$73,786
	2nd year	\$2,754.70	\$2,823.60	\$2,894.20	\$71,868	\$73,666	\$75,508
	3rd year	\$2,817.20	\$2,887.60	\$2,959.80	\$73,499	\$75,335	\$77,219
	4th year	\$2,880.00	\$2,952.00	\$3,025.80	\$75,137	\$77,016	\$78,941
3	1st year	\$2,997.30	\$3,072.20	\$3,149.00	\$78,197	\$80,152	\$82,155
	2nd year	\$3,067.90	\$3,144.60	\$3,223.20	\$80,039	\$82,040	\$84,091
	3rd year	\$3,137.90	\$3,216.30	\$3,296.70	\$81,866	\$83,911	\$86,009
	4th year	\$3,208.90	\$3,289.10	\$3,371.30	\$83,718	\$85,810	\$87,955
4		\$3,858.50	\$3,955.00	\$4,053.90	\$100,666	\$103,183	\$105,763
5		\$4,446.70	\$4,557.90	\$4,671.80	\$116,011	\$118,912	\$121,884

Queensland Public Service Officers and Other Employees Award – State 2015

(for employees previously covered by QRAA Award – State 2012)

Classification Level	Pay Point	Salary 1/09/15 per fortnight (2.5% p.a.)	Salary 1/09/16 per fortnight (2.5% p.a.)	Salary 1/09/17 per fortnight (2.5% p.a.)	Annualised Salary following 1/09/15 2.5% p.a. increase	Annualised Salary following 1/09/16 2.5% p.a. increase	Annualised Salary following 1/09/17 2.5% p.a. increase
L1	1	\$1,297.00	\$1,329.40	\$1,362.60	\$33,838	\$34,683	\$35,549
	2	\$1,372.40	\$1,406.70	\$1,441.90	\$35,805	\$36,700	\$37,618
	3	\$1,447.80	\$1,484.00	\$1,521.10	\$37,772	\$38,716	\$39,684
	4	\$1,522.90	\$1,561.00	\$1,600.00	\$39,731	\$40,725	\$41,743
L2	1	\$1,693.90	\$1,736.20	\$1,779.60	\$44,193	\$45,296	\$46,428
	2	\$1,733.00	\$1,776.30	\$1,820.70	\$45,213	\$46,342	\$47,501
	3	\$1,773.10	\$1,817.40	\$1,862.80	\$46,259	\$47,415	\$48,599
	4	\$1,813.60	\$1,858.90	\$1,905.40	\$47,316	\$48,497	\$49,711
	5	\$1,855.10	\$1,901.50	\$1,949.00	\$48,398	\$49,609	\$50,848
	6	\$1,898.70	\$1,946.20	\$1,994.90	\$49,536	\$50,775	\$52,046
	7	\$1,947.60	\$1,996.30	\$2,046.20	\$50,811	\$52,082	\$53,384
	8	\$2,001.60	\$2,051.60	\$2,102.90	\$52,220	\$53,525	\$54,863
	9	\$2,043.90	\$2,095.00	\$2,147.40	\$53,324	\$54,657	\$56,024
	10	\$2,093.60	\$2,145.90	\$2,199.50	\$54,621	\$55,985	\$57,383
L3	1	\$2,139.30	\$2,192.80	\$2,247.60	\$55,813	\$57,209	\$58,638
	2	\$2,221.80	\$2,277.30	\$2,334.20	\$57,965	\$59,413	\$60,898
	3	\$2,304.00	\$2,361.60	\$2,420.60	\$60,110	\$61,612	\$63,152
	4	\$2,385.50	\$2,445.10	\$2,506.20	\$62,236	\$63,791	\$65,385
L4	1	\$2,529.50	\$2,592.70	\$2,657.50	\$65,993	\$67,642	\$69,332
	2	\$2,613.20	\$2,678.50	\$2,745.50	\$68,177	\$69,880	\$71,628
	3	\$2,697.10	\$2,764.50	\$2,833.60	\$70,365	\$72,124	\$73,927
	4	\$2,781.40	\$2,850.90	\$2,922.20	\$72,565	\$74,378	\$76,238
L5	1	\$2,931.40	\$3,004.70	\$3,079.80	\$76,478	\$78,390	\$80,350
	2	\$3,016.60	\$3,092.00	\$3,169.30	\$78,701	\$80,668	\$82,685
	3	\$3,101.10	\$3,178.60	\$3,258.10	\$80,905	\$82,927	\$85,002
	4	\$3,186.20	\$3,265.90	\$3,347.50	\$83,126	\$85,205	\$87,334
L6	1	\$3,363.30	\$3,447.40	\$3,533.60	\$87,746	\$89,940	\$92,189
	2	\$3,442.00	\$3,528.10	\$3,616.30	\$89,799	\$92,046	\$94,347
	3	\$3,520.40	\$3,608.40	\$3,698.60	\$91,845	\$94,141	\$96,494
	4	\$3,598.50	\$3,688.50	\$3,780.70	\$93,882	\$96,230	\$98,636
L7	1	\$3,763.40	\$3,857.50	\$3,953.90	\$98,184	\$100,639	\$103,154
	2	\$3,854.20	\$3,950.60	\$4,049.40	\$100,553	\$103,068	\$105,646
	3	\$3,945.10	\$4,043.70	\$4,144.80	\$102,925	\$105,497	\$108,135
	4	\$4,035.50	\$4,136.40	\$4,239.80	\$105,283	\$107,916	\$110,613
L8	1	\$4,169.70	\$4,273.90	\$4,380.70	\$108,784	\$111,503	\$114,289
	2	\$4,250.30	\$4,356.60	\$4,465.50	\$110,887	\$113,661	\$116,502
	3	\$4,329.70	\$4,437.90	\$4,548.80	\$112,959	\$115,782	\$118,675
	4	\$4,410.00	\$4,520.30	\$4,633.30	\$115,054	\$117,931	\$120,879

Queensland Public Service Officers and Other Employees Award – State 2015
(for employees previously covered by Residential Tenancies Authority Employees' Award – State 2012)

ADMINISTRATIVE STREAM

Classification Level	Pay Point	Salary 1/09/15 per fortnight (2.5% p.a.)	Salary 1/09/16 per fortnight (2.5% p.a.)	Salary 1/09/17 per fortnight (2.5% p.a.)	Annualised Salary following 1/09/15 2.5% p.a. increase	Annualised Salary following 1/09/16 2.5% p.a. increase	Annualised Salary following 1/09/17 2.5% p.a. increase
L1	1	\$1,372.40	\$1,406.70	\$1,441.90	\$35,805	\$36,700	\$37,618
	2	\$1,447.80	\$1,484.00	\$1,521.10	\$37,772	\$38,716	\$39,684
	3	\$1,522.90	\$1,561.00	\$1,600.00	\$39,731	\$40,725	\$41,743
L2	1	\$1,693.90	\$1,736.20	\$1,779.60	\$44,193	\$45,296	\$46,428
	2	\$1,733.00	\$1,776.30	\$1,820.70	\$45,213	\$46,342	\$47,501
	3	\$1,773.10	\$1,817.40	\$1,862.80	\$46,259	\$47,415	\$48,599
	4	\$1,813.60	\$1,858.90	\$1,905.40	\$47,316	\$48,497	\$49,711
	5	\$1,855.10	\$1,901.50	\$1,949.00	\$48,398	\$49,609	\$50,848
	6	\$1,898.70	\$1,946.20	\$1,994.90	\$49,536	\$50,775	\$52,046
	7	\$1,947.60	\$1,996.30	\$2,046.20	\$50,811	\$52,082	\$53,384
	8	\$2,001.60	\$2,051.60	\$2,102.90	\$52,220	\$53,525	\$54,863
L3	1	\$2,139.30	\$2,192.80	\$2,247.60	\$55,813	\$57,209	\$58,638
	2	\$2,221.80	\$2,277.30	\$2,334.20	\$57,965	\$59,413	\$60,898
	3	\$2,304.00	\$2,361.60	\$2,420.60	\$60,110	\$61,612	\$63,152
	4	\$2,385.50	\$2,445.10	\$2,506.20	\$62,236	\$63,791	\$65,385
L4	1	\$2,529.50	\$2,592.70	\$2,657.50	\$65,993	\$67,642	\$69,332
	2	\$2,613.20	\$2,678.50	\$2,745.50	\$68,177	\$69,880	\$71,628
	3	\$2,697.10	\$2,764.50	\$2,833.60	\$70,365	\$72,124	\$73,927
	4	\$2,781.40	\$2,850.90	\$2,922.20	\$72,565	\$74,378	\$76,238
L5	1	\$2,931.40	\$3,004.70	\$3,079.80	\$76,478	\$78,390	\$80,350
	2	\$3,016.60	\$3,092.00	\$3,169.30	\$78,701	\$80,668	\$82,685
	3	\$3,101.10	\$3,178.60	\$3,258.10	\$80,905	\$82,927	\$85,002
	4	\$3,186.20	\$3,265.90	\$3,347.50	\$83,126	\$85,205	\$87,334
L6	1	\$3,363.30	\$3,447.40	\$3,533.60	\$87,746	\$89,940	\$92,189
	2	\$3,442.00	\$3,528.10	\$3,616.30	\$89,799	\$92,046	\$94,347
	3	\$3,520.40	\$3,608.40	\$3,698.60	\$91,845	\$94,141	\$96,494
	4	\$3,598.50	\$3,688.50	\$3,780.70	\$93,882	\$96,230	\$98,636
L7	1	\$3,763.40	\$3,857.50	\$3,953.90	\$98,184	\$100,639	\$103,154
	2	\$3,854.20	\$3,950.60	\$4,049.40	\$100,553	\$103,068	\$105,646
	3	\$3,945.10	\$4,043.70	\$4,144.80	\$102,925	\$105,497	\$108,135
	4	\$4,035.50	\$4,136.40	\$4,239.80	\$105,283	\$107,916	\$110,613
L8	1	\$4,169.70	\$4,273.90	\$4,380.70	\$108,784	\$111,503	\$114,289
	2	\$4,250.30	\$4,356.60	\$4,465.50	\$110,887	\$113,661	\$116,502
	3	\$4,329.70	\$4,437.90	\$4,548.80	\$112,959	\$115,782	\$118,675
	4	\$4,410.00	\$4,520.30	\$4,633.30	\$115,054	\$117,931	\$120,879

Queensland Public Service Officers and Other Employees Award – State 2015
(for employees previously covered by Safe Food Production Queensland – Employees Award 2012)

Classification Level	Pay Point	Salary 1/09/15 per fortnight (2.5% p.a.)	Salary 1/09/16 per fortnight (2.5% p.a.)	Salary 1/09/17 per fortnight (2.5% p.a.)	Annualised Salary following 1/09/15 2.5% p.a. increase	Annualised Salary following 1/09/16 2.5% p.a. increase	Annualised Salary following 1/09/17 2.5% p.a. increase
SFO 1	1	\$1,372.40	\$1,406.70	\$1,441.90	\$35,805	\$36,700	\$37,618
SFO 2	1	\$1,639.60	\$1,680.60	\$1,722.60	\$42,776	\$43,846	\$44,941
	2	\$1,754.70	\$1,798.60	\$1,843.60	\$45,779	\$46,924	\$48,098
	3	\$1,871.00	\$1,917.80	\$1,965.70	\$48,813	\$50,034	\$51,284
	4	\$2,010.10	\$2,060.40	\$2,111.90	\$52,442	\$53,754	\$55,098
SFO 3	1	\$2,084.50	\$2,136.60	\$2,190.00	\$54,383	\$55,742	\$57,136
	2	\$2,185.00	\$2,239.60	\$2,295.60	\$57,005	\$58,430	\$59,891
	3	\$2,285.20	\$2,342.30	\$2,400.90	\$59,619	\$61,109	\$62,638
	4	\$2,385.50	\$2,445.10	\$2,506.20	\$62,236	\$63,791	\$65,385
SFO 4	1	\$2,496.10	\$2,558.50	\$2,622.50	\$65,121	\$66,749	\$68,419
	2	\$2,591.20	\$2,656.00	\$2,722.40	\$67,603	\$69,293	\$71,025
	3	\$2,686.40	\$2,753.60	\$2,822.40	\$70,086	\$71,839	\$73,634
	4	\$2,781.40	\$2,850.90	\$2,922.20	\$72,565	\$74,378	\$76,238
SFO 5	1	\$2,873.00	\$2,944.80	\$3,018.40	\$74,955	\$76,828	\$78,748
	2	\$2,977.60	\$3,052.00	\$3,128.30	\$77,683	\$79,624	\$81,615
	3	\$3,082.00	\$3,159.10	\$3,238.10	\$80,407	\$82,419	\$84,480
	4	\$3,186.20	\$3,265.90	\$3,347.50	\$83,126	\$85,205	\$87,334
SFO 6	1	\$3,280.30	\$3,362.30	\$3,446.40	\$85,581	\$87,720	\$89,914
	2	\$3,410.80	\$3,496.10	\$3,583.50	\$88,985	\$91,211	\$93,491
	3	\$3,542.20	\$3,630.80	\$3,721.60	\$92,413	\$94,725	\$97,094
	4	\$3,673.00	\$3,764.80	\$3,858.90	\$95,826	\$98,221	\$100,676
SFO 7	1	\$3,763.40	\$3,857.50	\$3,953.90	\$98,184	\$100,639	\$103,154
	2	\$3,853.60	\$3,949.90	\$4,048.60	\$100,538	\$103,050	\$105,625
	3	\$3,945.10	\$4,043.70	\$4,144.80	\$102,925	\$105,497	\$108,135
	4	\$4,035.50	\$4,136.40	\$4,239.80	\$105,283	\$107,916	\$110,613
SFO 8	1	\$4,169.70	\$4,273.90	\$4,380.70	\$108,784	\$111,503	\$114,289
	2	\$4,250.30	\$4,356.60	\$4,465.50	\$110,887	\$113,661	\$116,502
	3	\$4,329.70	\$4,437.90	\$4,548.80	\$112,959	\$115,782	\$118,675
	4	\$4,410.00	\$4,520.30	\$4,633.30	\$115,054	\$117,931	\$120,879

Teaching in State Education Award – State 2016
(for employees previously covered by Community Education Counsellors Award – State 2012)

Classification Level	Pay Point	Salary 1/09/15 per fortnight (2.5% p.a.)	Salary 1/09/16 per fortnight (2.5% p.a.)	Salary 1/09/17 per fortnight (2.5% p.a.)	Annualised Salary following 1/09/15 2.5% p.a. increase	Annualised Salary following 1/09/16 2.5% p.a. increase	Annualised Salary following 1/09/17 2.5% p.a. increase
CEC-1	1	\$1,757.00	\$1,800.90	\$1,845.90	\$45,839	\$46,984	\$48,158
	2	\$1,823.00	\$1,868.60	\$1,915.30	\$47,561	\$48,750	\$49,969
	3	\$1,891.90	\$1,939.20	\$1,987.70	\$49,358	\$50,592	\$51,858
	4	\$1,944.90	\$1,993.50	\$2,043.30	\$50,741	\$52,009	\$53,308
	5	\$1,998.30	\$2,048.30	\$2,099.50	\$52,134	\$53,439	\$54,774
CEC-2	1	\$2,080.10	\$2,132.10	\$2,185.40	\$54,268	\$55,625	\$57,016
	2	\$2,155.50	\$2,209.40	\$2,264.60	\$56,235	\$57,642	\$59,082
	3	\$2,232.00	\$2,287.80	\$2,345.00	\$58,231	\$59,687	\$61,179
	4	\$2,309.40	\$2,367.10	\$2,426.30	\$60,251	\$61,756	\$63,300
	5	\$2,386.60	\$2,446.30	\$2,507.50	\$62,265	\$63,822	\$65,419
CEC-3	1	\$2,533.50	\$2,596.80	\$2,661.70	\$66,097	\$67,749	\$69,442
	2	\$2,604.10	\$2,669.20	\$2,735.90	\$67,939	\$69,638	\$71,378
	3	\$2,674.70	\$2,741.60	\$2,810.10	\$69,781	\$71,526	\$73,314
	4	\$2,744.70	\$2,813.30	\$2,883.60	\$71,607	\$73,397	\$75,231
CEC-4	1	\$2,946.10	\$3,019.80	\$3,095.30	\$76,862	\$78,784	\$80,754
	2	\$3,033.10	\$3,108.90	\$3,186.60	\$79,131	\$81,109	\$83,136
	3	\$3,120.40	\$3,198.40	\$3,278.40	\$81,409	\$83,444	\$85,531
	4	\$3,207.40	\$3,287.60	\$3,369.80	\$83,679	\$85,771	\$87,916

Youth Detention Centre Employees Award – State 2016
(previously covered by Youth Workers’ Award – Department of Communities, Child Safety and Disability Services 2012)

OPERATIONAL STREAM

Classification Level	Pay Point	Salary 1/09/15 per fortnight (2.5% p.a.)	Salary 1/09/16 per fortnight (2.5% p.a.)	Salary 1/09/17 per fortnight (2.5% p.a.)	Annualised Salary following 1/09/15 2.5% p.a. increase	Annualised Salary following 1/09/16 2.5% p.a. increase	Annualised Salary following 1/09/17 2.5% p.a. increase
L3	1	\$1,845.20	\$1,891.30	\$1,938.60	\$48,140	\$49,343	\$50,577
	2	\$1,879.20	\$1,926.20	\$1,974.40	\$49,027	\$50,253	\$51,511
	3	\$1,917.20	\$1,965.10	\$2,014.20	\$50,018	\$51,268	\$52,549
	4	\$1,957.20	\$2,006.10	\$2,056.30	\$51,062	\$52,338	\$53,647
L4	1	\$2,040.20	\$2,091.20	\$2,143.50	\$53,227	\$54,558	\$55,922
	2	\$2,106.80	\$2,159.50	\$2,213.50	\$54,965	\$56,340	\$57,749
	3	\$2,173.80	\$2,228.10	\$2,283.80	\$56,713	\$58,130	\$59,583
	4	\$2,239.90	\$2,295.90	\$2,353.30	\$58,437	\$59,898	\$61,396
L5	1	\$2,299.10	\$2,356.60	\$2,415.50	\$59,982	\$61,482	\$63,019
	2	\$2,375.50	\$2,434.90	\$2,495.80	\$61,975	\$63,525	\$65,114
	3	\$2,452.60	\$2,513.90	\$2,576.70	\$63,987	\$65,586	\$67,224
	4	\$2,529.50	\$2,592.70	\$2,657.50	\$65,993	\$67,642	\$69,332

APPENDIX 4: AUSTRALIAN QUALIFICATIONS FRAMEWORK

The Australian Qualifications Framework (the AQF) is the national policy for regulated qualifications in Australian education and training. It incorporates the qualifications from each education and training sector into a single comprehensive national qualifications framework.

AQF Qualifications	Referred to in this Agreement as:
<ul style="list-style-type: none">• Senior Secondary Certificate of Education	<ul style="list-style-type: none">• AQF I
<ul style="list-style-type: none">• Certificate I	<ul style="list-style-type: none">• AQF II
<ul style="list-style-type: none">• Certificate II	<ul style="list-style-type: none">• AQF III
<ul style="list-style-type: none">• Certificate III	<ul style="list-style-type: none">• AQF IV
<ul style="list-style-type: none">• Certificate IV	<ul style="list-style-type: none">• AQF V
<ul style="list-style-type: none">• Diploma	<ul style="list-style-type: none">• AQF VI
<ul style="list-style-type: none">• Advanced Diploma	
<ul style="list-style-type: none">• Associate Degree	
<ul style="list-style-type: none">• Bachelor Degree	
<ul style="list-style-type: none">• Graduate Certificate	
<ul style="list-style-type: none">• Vocational Graduate Certificate	
<ul style="list-style-type: none">• Graduate Diploma	
<ul style="list-style-type: none">• Vocational Graduate Diploma	
<ul style="list-style-type: none">• Master's Degree	
<ul style="list-style-type: none">• 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.

APPENDIX 5: DEPARTMENT OF COMMUNITIES, CHILD SAFETY AND DISABILITY SERVICES

Provisions Applicable to Certain Professional Staff Employed in the Department of Communities, Child Safety and Disability Services

1.1 Student Supervision Allowance

- 1.1.1 A Student Supervision Allowance of \$10 per day (to a maximum of \$10 per day/\$100 per fortnight) will be paid to employees of the Department of Communities, Child Safety and Disability Services who are:
- (a) employed in the professional stream; and
 - (b) approved by the Director-General or his/her delegate to provide clinical education and/or professional supervision of an undergraduate or graduate entry university student.
- 1.1.2 Only one employee can receive the Student Supervision Allowance for providing clinical education and/or professional supervision for any one student each day. This employee would be the designated educator for that day in accordance with clause 1.1 (b) above.
- 1.1.3 A guide for employees providing student supervision and education as per clause 1.1(b) above will be made available to staff eligible for this allowance.

APPENDIX 6: PUBLIC SAFETY BUSINESS AGENCY

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PART 10: QUEENSLAND GOVERNMENT AIR (QGAIR): SALARIES AND OTHER CONDITIONS OF EMPLOYMENT FOR OPERATIONAL EMPLOYEES - ROTARY WING

PART 1: APPLICATION

1.1 Title

These provisions shall be known as the Public Safety Business Agency - Hours and Other Conditions of Employment.

1.2 Coverage

Parts 1 to 7 of these provisions shall be binding upon the Public Safety Business Agency and public service employees (excluding members of the Senior Executive Service, Senior Officers and contract employees) and the Together Queensland, Industrial Union of Employees and others.

Parts 8 and 9 of these provisions shall apply to pilots and operational employees attached to Queensland Government Air.

PART 2: DEFINITIONS

2.1 Definitions

accounting period shall mean a period of 28 consecutive calendar days.

accumulated time shall mean all authorised time worked, other than paid overtime, in excess of 7.25 hours per day:

Provided that in the case of General Employees and Nurses, the usual daily hours in force at the effective date of this Appendix shall be inserted in lieu of 7.25 hours for the purposes of this definition.

Authorised travelling time shall also be included for the purposes of assessing accumulated time.

“Authorised travelling time” does not include time spent travelling to or from an employee’s usual place of residence, or in the case of residing away from home, the temporary place of abode.

Employer shall mean the Chief Executive Officer, Public Safety Business Agency and shall include his/her delegate or nominee.

equivalent time off wherever appearing shall be calculated on the basis of equal time off for actual time worked and shall not be computed time off on the basis of either paid overtime or weekend work penalty provisions.

Computed time means time and a-half or double time (depending on when overtime was actually worked) or, in respect of weekend work, whether work was performed on a Saturday or a Sunday.

General Employee for the purpose of this Appendix only shall mean an employee whose conditions of employment are governed by the *General Employees (Queensland Government Departments) and Other Employees Award – State 2015* or the *Building, Engineering and Maintenance Services Employees (Queensland Government) Award – State 2016*.

justifiable shall mean where there is sufficient and warranted reason.

The Employer or delegate shall determine the justification or otherwise. However, any decision in this regard should not be made without due regard for an employee’s circumstances balanced with the competing interests of the Employer.

public service officer for the purpose of this Appendix only shall mean an employee whose conditions of employment are governed by the *Queensland Public Service Officers and Other Employees Award – State 2015*.

roster is a period of 28 consecutive calendar days.

shift work:

- (i) **shift work (other than continuous shift worker)** shall mean work done by employees where the hours of work are regularly rotated in accordance with a roster which prescribes 2 or more shifts (day, afternoon or night) per day, but does not cover a 24 hour per day operation over a 7 day week.
- (ii) **occasional shift work (by a non-shift employee) to meet operational requirements** shall mean that which is prescribed under clause 4.5 of this Appendix.
- (iii) **continuous shift work** means work done by employees where the hours of work are regularly rotated in accordance with a shift roster covering a 24 hours per day operation over a seven (7) day week. An employee shall not be classed as a continuous shift worker unless such employee has worked at least a 28 consecutive calendar day period of such work.

standard day shall mean a period of 7.25 hours working time:

Provided that in the case of General Employees, and Nurses, the ordinary hours which constituted an ordinary working day at the effective date of this Appendix shall be these employees' standard day.

supervisor shall mean the employee who is next in line command and/or has the responsibility for the efficient day to day operations of the particular work unit.

PART 3: CONSULTATION AND IMPLEMENTATION PROCEDURES

3.1 Procedures for work area level discussions

- 3.1.1 Management and representatives of all employees concerned in each section or work unit shall consult over the most appropriate means of implementing and working ordinary hours.
- 3.1.2 The objective of such consultation shall be to reach agreement on the method of implementing and working ordinary hours having regard to the work requirements of the employer and the preferences of the employees.

If, through consultation, it is revealed that there is a desire to work shift work or weekend work and such was not worked prior to the operative date of these provisions, the process outlined in clause 3.2 of these provisions applies, rather than the remainder of this clause.

For a change to shift work or weekend work where such was not previously worked:

GO TO CLAUSE 3.2 and IGNORE THE REMAINDER OF THIS CLAUSE

- 3.1.3 Employees may be represented by their local industrial organisation delegate/s and shall have the right to be represented by either their industrial organisation official/s or by a representative of such employees.
- 3.1.4 Agreement shall not be unreasonably withheld by either party.
- 3.1.5 The outcome of any agreement reached between the employees and management or any decision made by the Employer [in accordance with subclauses (3.1.7) and (3.1.8) herein] as to the method by which the hours arrangements are implemented shall be reduced to writing and shall be signed by either the employees or their representative and by the relevant supervisor.

Such record shall contain:

- (a) an outline of how the consultative process was conducted; and
- (b) the agreed arrangements (restricted to the operating times and days of the particular section or work unit - i.e. it is not necessary for the record to address each individual's arrangements);

and it shall be maintained at the work place to which it relates.

3.1.6 In cases where agreement cannot be reached as a result of consultation between the parties, either party may request the assistance or advice of either the Secretary of the appropriate industrial organisation or a representative of the employees so affected (as applicable), as well as the assistance and advice of the Director, Employee Relations, Public Safety Business Agency. This should occur as soon as it is evident that agreement cannot be reached.

3.1.7 Where agreement cannot be reached, the Employer may direct the starting and ceasing times of employees within the spread of hours, but only after extensive consultation has occurred.

3.1.8 In determining hours of duty, the Employer shall take into account the following:

- (a) the requirement to work specific hours, before directing employees to work those hours;
- (b) the working of accumulated time where it is not suitable to an employee on a given day, taking into account whether other staff are available and competent to perform this work;
- (c) the needs of workers with family responsibilities or disabilities;
- (d) the provision of timely notice of the requirement to work in excess of ordinary hours;
- (e) each employee's current balance of accumulated time.

3.1.9 The method of working ordinary hours may be altered following negotiations between management and employees concerned utilising the provisions of this clause. Implementation of any alteration shall occur not less than a complete 28 day cycle or such shorter period as may be mutually agreed upon.

3.1.10 Notwithstanding the consultative procedures outlined above, and notwithstanding any lack of agreement by employees, the Employer shall have the right to make the final determination as to the method by which hours' arrangements are implemented or worked from time to time.

3.2 Facilitative Clause

3.2.1 In this clause, where a provision refers to agreement by the majority of employees so affected, all employees directly affected shall be consulted as a group. Depending on circumstances, this consultation may include sworn employees.

3.2.2 The following provisions shall apply to shift work and to weekend work where such work was not performed prior to the operative date of this Appendix. These provisions allow for the determination of conditions of employment by agreement either between the Employer and the relevant Union or between the Commissioner and the majority of employees so affected.

3.2.3 The relevant industrial organisation/s is/are to be notified in writing at least one week in advance of agreement being sought.

- 3.2.4 Employees may be represented by their local industrial organisation delegate/s and shall have the right to be represented by either their local industrial organisation official/s or by a representative of such employees.
- 3.2.5 Neither party shall unreasonably withhold agreement.
- 3.2.6 Agreement is defined as obtaining consent of greater than 50% of employees directly affected or of the industrial organisation.
- 3.2.7 Any agreement reached must be documented, and shall incorporate a review period:
- (a) Contact should be made with either the Employee Relations Branch or the appropriate Union where any difficulties are experienced by either management or employees who may wish to implement new arrangements as outlined in clause 3.2 herein.
 - (b) It should be noted that the matter of compensation for shift work and weekend work are addressed elsewhere in this Appendix.
- 3.2.8 The documented agreement reached between the employees and management as to the method by which the hours arrangements are implemented shall be signed by either the employees or their representative and by the relevant supervisor.

Such record shall contain:

- (a) an outline of how the consultative process was conducted;
- (b) the agreed arrangements (restricted to the operating times and days of the particular section or work unit - i.e. it is not necessary for the record to address each individual's arrangements);
- (c) details of the review period (in accordance with clause 3.2.7 herein);

and it shall be maintained at the work place to which it relates.

PART 4: HOURS OF WORK- NON SHIFT EMPLOYEES

4.1 Hours of Work

- 4.1.1 Subject to clause 4.1.2 herein, the ordinary hours of work shall be an average of 36.25 hours per week or 38 hours as applied to General Employees and Nurses under the applicable instruments and shall be worked between 6 am and 6 pm over any five consecutive days in seven days (i.e. Saturday to Friday inclusive):

Provided that the ordinary spread of hours for Casual Community Education Instructors shall be 8.00 am to 6.00 pm Monday to Friday.

Provided further that an employee's daily starting and ceasing times shall be by agreement with the employee's supervisor. Those employees accessing ATA whose ordinary hours of work are an average of 36.25 hours per week shall have starting and finishing times recorded on the hour or at 15 minute intervals.

- 4.1.2 Employees shall have access to time off for time worked in excess of 145 hours (or 152 hours as applied to General Employees and Nurses) per accounting period to be taken at a time convenient to the employee and the Public Safety Business Agency.

Starting and ceasing times are to be agreed with the supervisor. Employees do not have the right to dictate when they will start or finish work. It follows therefore that supervisors need to be aware of staff movements.

- 4.1.3 The ordinary hours of work prescribed herein (and as agreed through the consultation process defined in Part 3 of these provisions) shall be worked continuously excluding an unpaid meal break of at least 30 minutes to be taken between the third and sixth hour from commencement of duty and shall not exceed 10 hours on any day:

Provided that in any arrangement of working hours where there exists a proposal to work a 10 hour period, the arrangement of hours and conditions shall be subject to either the agreement of the Employer and the appropriate industrial organisation or the agreement of the Employer and the representative of employees so affected.

Any arrangement to work regular hours in excess of the standard day does not attract overtime consideration.

- 4.1.4 Casual Community Education Instructors may be required to perform duties at various locations. Any excess travelling time that occurs outside the ordinary spread of hours shall be paid for at the ordinary casual rate.

4.2 Accumulated Time Arrangements (ATA)

- 4.2.1 ATA will operate on the basis of a 28 day accounting period and shall apply to non-shift workers only (including those non-shift workers who occasionally are required to work shift work in order to meet operational requirements).

- 4.2.2 Subject to the provisions of clause 4.2.1, ATA time may be accumulated for authorised work performed by an employee:

- (a) in excess of a standard day; and
- (b) within the 6am to 6pm spread of hours; and
- (c) to a maximum of 10 ordinary hours per day.

In the context of accumulation of time (to be taken at a later date), it should be noted that overtime may also be paid for work performed in excess of 10 hours per day; or for work performed outside the spread of hours. The option to pay overtime or to grant time off in lieu of such overtime is prescribed at clause 4.3.2 of this Appendix.

- 4.2.2A In lieu of accumulating time pursuant to ATA, employees in receipt of wages that do not exceed the AO5(4) salary rate will be paid overtime rates.

- 4.2.3 Accumulation of time and access to time off shall be subject to the approval of the employee's supervisor. Operational requirements as determined by the supervisor shall be the determining factor for such approvals:

Provided that such approval shall not unreasonably be withheld.

- (i) The responsibilities of the supervisor are stressed in this respect, as is the notion that ATA is to be managed for the dual benefits of the Agency and the employees (either individually or collectively).
- (ii) It is most important for the supervisor to maintain control over the accumulation of time and the taking of time off to ensure that employees should not forfeit any excess hours held in credit (see clause 4.2.5(e) herein).

- 4.2.4 An employee may not accumulate time unless work is available for the employee to perform and such work is performed during the period.

- 4.2.5 The following conditions apply to all employees (except Senior Human Services Officers whose arrangements shall be as determined by the Employer; and General Employees):

- (a) Time accumulated by an employee during an accounting period or roster may be taken in the form of time off during that same accounting period or roster; or, subject to paragraphs (e) and (f) herein, may be carried forward to the next accounting period.
- (b) Except where clause 4.2.6 applies, time off cannot be accessed unless the employee has accumulated the equivalent amount of time in credit.
- (c) Time off shall not be taken in periods of less than 15 minutes' duration and shall be calculated to the next upward 15 minutes.
- (d) Time off of up to 4 days (or equivalent hours) may be allowed in any 28 day period.
- (e) The maximum carry-over of hours between accounting periods or rosters is 5 ordinary days (or equivalent hours). No payment shall be made for any excess hours: that is, such excess hours will be forfeited unless paragraph (f) herein applies.
- (f) Provided that the Employer may approve a carry-over of hours or part thereof in excess of 5 days (or equivalent hours) for an employee in the following circumstances:
 - (i) where such employee was refused time off and hence exceeded the maximum carry-over limit as specified above due to a specific direction by the Employer to the employee to work certain hours; or
 - (ii) where an unforeseen absence on sick leave or other approved leave occurs upon days immediately preceding the end of an accounting period or roster:

Provided that any such carried forward excess time should be taken as time off during the next accounting period or roster.

- 4.2.6 An employee may, with the consent of the supervisor, accrue *debit time* up to 2 days of ordinary hours at any one time only for family leave or other emergent circumstances.

Accrued debit time may be carried from one work cycle to the next.

On termination of employment, any debit time accrued shall be recoverable by the Employer at ordinary rates and deducted from any monies owed at date of termination of employment. Any monies remaining as owing is a debt to the State and is recoverable by law.

- 4.2.7 Access to ATA by casual employees is restricted to exceptional circumstances. ATA shall also apply to part-time employees except where operational requirements do not allow for flexible starting and finishing times.

- 4.2.8 Where an employee who is temporarily filling a position is absent on ATA, such ATA shall not be deemed to interrupt the period of performance of such duties if such employee goes back to the same duties on return from ATA.

If an employee is on higher duties and does not return to same after accessing ATA, then such period of higher duties is interrupted and has in fact ceased at the commencement of ATA. Consequently, higher duties are not payable for ATA in such a situation.

- 4.2.9 The Employer may direct employees to work the hours of a standard day where an employee's time management is unsatisfactory. Any authorised time worked in such circumstances in excess of the hours of a standard day (subject to overtime cut-offs) will be paid as overtime.

Action in relation to unsatisfactory time management which leads to a direction to work the hours of a standard day should be addressed using performance management processes.

4.2.10 In the event of an employee's employment ceasing for any reason whatsoever, there shall be no payment for the balance of time accumulated at the date of separation, unless access to time off has been denied by the Employer.

Any employee who is to be paid out in accordance with the terms of this clause will receive such payment at the ordinary rate of pay up to the equivalent of four standard days.

4.3 Overtime

4.3.1 Subject to clauses 4.2.2(A) and 4.2.9, overtime applies when time is worked in excess of 10 hours per day or outside the ordinary spread of hours.

4.3.2 Prior to overtime being worked, the form of compensation will be as mutually agreed by the supervisor and the employee so concerned, where such employee is in receipt of wages that do not exceed the AO5(4) salary rate.

Where mutually agreed for the overtime not to be compensated by paid overtime, such overtime shall be accrued in the form of equivalent time off in lieu (TOIL).

Provided that in the event of the supervisor and employee not reaching agreement, overtime will be compensated by paid overtime at the appropriate overtime rate.

Arrangements for TOIL are as follows:

- (a) TOIL accrues independently of ATA;
- (b) TOIL is calculated in 15 minute intervals;
- (c) There is no upper limit to the amount of TOIL that may accumulate;
- (d) TOIL is to be taken within 12 months of its accrual and if not taken within such period, shall lapse and be forfeited;
- (e) Prior approval is required for the taking of TOIL and shall be taken at times to suit operational requirements; and
- (f) Subject to mutual agreement, overtime may be compensated by a combination of TOIL and a paid component.

4.3.3 An employee recalled to perform duty after completing ordinary hours or at least two hours prior to commencing ordinary hours shall be compensated either by the payment at overtime rates (where applicable) with a minimum payment of two hours or by accumulation of time in accordance with clauses 4.2 and 4.3 of this Appendix:

Provided that, for the purposes of this clause, the term "ordinary hours" means those hours which fall between the agreed nominal starting and finishing times of individual employees on a daily basis.

4.3.4 Where applicable, overtime shall be paid at the following rates:

Monday to Saturday: Time and a-half for the first three hours and double time thereafter

Sunday: Double Time.

- 4.3.5 Subject to clause 4.3.2 herein, an employee directed to work overtime on either the first, third, fifth or seventh days of such employee's rest days during an accounting period shall be paid at the rate of time and a-half for the first three hours and double time thereafter with a minimum of two hours' work or payment therefore.
- 4.3.6 Subject to clause 4.3.2 herein, an employee directed to work overtime on either the second, fourth, sixth or eighth days of such employee's rest days during an accounting period shall be paid at the rate of double time, with a minimum of two hours' work or payment therefore.
- 4.3.7 Clauses 4.3.5 and 4.3.6 herein shall not apply to work performed on an employee's accumulated day off as a result of such employee working ordinary hours over less than five days in any week.
- 4.3.8 Subject to clause 4.3.2 herein, an employee directed to work on such employee's accumulated day off shall be paid for such work at the rate of time and a-half for the first three hours and double time thereafter with a minimum of two hours' work or payment therefore.

An employee directed to work on an accumulated day off and paid for such work at overtime rates shall not be entitled to an additional day off in lieu.

4.4 Weekend Work

- 4.4.1 All ordinary time worked between midnight Friday and midnight Saturday (not being overtime) shall be paid for at the rate of time and a-half. All ordinary time worked between midnight Saturday and midnight Sunday shall be paid for at the rate of double time.
- 4.4.2 Provided that with agreement between the Employer and the employee concerned, an employee may be compensated by, in addition to the payment of salary at ordinary rates for that day and accrual of ATA where applicable, being allowed to accrue and take time off in lieu of being paid the applicable penalty.

Where there is agreement to accrue time off, such time off in lieu is accumulated on the basis of half time in lieu of the Saturday penalty and equal time in lieu of the Sunday penalty and is accrued and utilised as accrued time under ATA. The accrual of the ordinary time weekend penalties can only occur where there is genuine agreement between the Employer and the employee concerned.

4.5 Occasional Shift Work (performed by a non-shift employee) to meet operational requirements

Where non shift work employees are required to work occasional shift work to meet operational requirements as determined by the Employer:

- (a) access to ATA continues to apply;
- (b) paid overtime (if applicable) continues to be paid at the non-shift worker rate.

- 4.5.1 Where management determines that operational requirements occasionally require employees to work all or a substantial part of their standard day on any one day outside their ordinary hours of work, such employees may be compensated as shift workers for such period if there is mutual agreement by employees so affected to work as required:

Provided that no arrangements in this regard are to commence with less than 48 hours' notice.

- 4.5.2 The conditions applying to these arrangements are limited to:

- (a) the payment of the 15% afternoon or night shift allowance for work performed on Monday to Friday (inclusive);
- (b) the weekend penalty rates as prescribed in clause 4.4 of these provisions.

4.5.3 Any agreement made under these arrangements shall be recorded, signed by either the employees or their representative and the relevant supervisor. Such record shall be maintained at the work place to which it relates.

4.5.4 These provisions will apply where a non-shift employee works occasional penalty or shift work.

- (a) The starting time of a particular shift shall dictate the penalty which may be applicable.
- (b) In no circumstances shall the penalties prescribed for shift allowance, weekend rates, or public holidays be combined for the same period of work.

For example:

- (i) A shift commencing at 6pm on a Friday evening will attract a 15% allowance for the entire shift.
- (ii) A shift commencing on Saturday at 8pm and concluding on a Sunday at 4am attracts payment for the entire shift at the Saturday rate of time and a half.
- (iii) A shift commencing on a public holiday and concluding on a weekend day will attract the public holiday penalty for the entire shift.

PART 5: HOURS OF WORK – SHIFT EMPLOYEES

5.1 Hours of Work

5.1.1 Employees shall work day, afternoon and/or night shifts as required by the Employer so that the ordinary hours shall not exceed 145 hours or 152 hours as applied to General Employees and Nurses over a four week period. Provided that where ordinary working hours are to exceed 10 hours up to a maximum of 12 hours on any day or afternoon shift and/or eight hours on any night shift, the arrangement of hours and conditions shall be subject to the agreement of the Employer and either the relevant Union or the representative of the employees so affected.

Any arrangement to work regular hours in excess of the standard day does not attract overtime consideration.

5.1.2 The ordinary working hours shall be worked in accordance with the following:

- (a) A "day shift" shall commence at or after 6 am and before 12 noon;
- (b) An "afternoon shift" shall commence at or after 12 noon and before 6 pm;
- (c) A "night shift" shall commence at or after 6 pm and before 6 am.

5.1.3 Shifts shall be worked according to a roster implemented in accordance with clause 3.1 or 3.2.

5.1.4 Employees shall be notified of their rostered hours at least one week in advance of the roster:

Provided that notification by 1 pm on Monday shall be sufficient notification for the roster commencing on the following Saturday.

5.1.5 Changes within a roster shall be by agreement between the Employer and the employee concerned but failing agreement 24 hours' notice of a change of roster shall be given where justifiable.

The supervisor may approve of a change to the rostered shifts where mutually agreed between one employee and another.

5.1.6 Notwithstanding any of these provisions, no shift worker shall perform more than two consecutive shifts.

If work is undertaken on the second of two consecutive shifts and such work is to be compensated by paid overtime, such payment shall be paid at double time (i.e. the overtime rate for shift workers).

5.1.7 All shift employees shall be allowed a minimum of 30 minutes for a meal break to be taken between the third and sixth hour from the commencement of duty. Meal breaks are to be taken so as not to interfere with operational requirements:

Provided that the hours of duty of shift workers shall be inclusive of meal breaks. No deduction shall be made from an employee's salary for meal breaks taken.

5.2 Overtime

5.2.1 Overtime applies to all approved time worked in excess of the ordinary rostered hours of work.

5.2.2 The Employer shall determine whether overtime will either be paid or compensated for in the form of equivalent time off in lieu:

Provided that, unless justifiable, 14 days' notice is given when overtime is to be remunerated in the form of equivalent time off in lieu.

5.2.3 An employee recalled to perform duty after completing an ordinary shift or at least two hours prior to commencing an ordinary shift shall be paid at overtime rates (if applicable) with a minimum payment of two hours.

5.2.4 Shift workers shall be paid for overtime at the rate of double time.

5.3 Shift Work Arrangements

The starting time of a particular shift shall dictate the penalty which may be payable.

In no circumstances shall the penalties as prescribed by clause 5.3.1, 5.3.2 or 5.3.3 be combined for the same period of work.

5.3.1 Shift Allowance

Employees who work afternoon or night shifts (Monday to Friday inclusive) shall be paid 15% per shift in addition to the ordinary rate.

5.3.2 Weekend Rates

All shifts commencing between midnight on Friday and midnight on Saturday shall be paid for at one and a half times the ordinary rate; and all shifts commencing between midnight on Saturday and midnight on Sunday shall be paid for at the rate of double time.

5.3.3 Public Holidays

(a) Public holidays, whether work is done upon them or not shall be on full pay.

- (b) All work performed by any employee on a public holiday is paid for at the rate of double time and a half with a minimum of 4 hours.
- (c) All employees (other than casual employees) who work in accordance with shift work provisions, if rostered off on any public holiday shall be paid an additional day's wage for each such day on which the employee is rostered off.

For the purposes of this clause, 'rostered off' shall mean rostered off on a day of the week which normally forms part of the employee's ordinary hours.

Provided that the additional day's wage is **not** available to those who have a day off in addition to eight rest days for the roster period in which the public holiday occurs.

Provided further that the additional days' wage prescribed herein is payable during a period of leave where the public holiday coincides with a rest day or day off in lieu.

- (d) Public holidays that coincide with a rostered shift are not debited against an employee's leave balances where they fall during a period of leave.

5.4 10 Hour break between ordinary shifts

Unless there is a justifiable reason to do otherwise, there must be a 10 hour break between ordinary rostered shifts.

A justifiable reason includes any of the following:

- (a) Where the duty to be undertaken cannot be planned for and is outside of the control of the Employer;
- (b) Where the work of the section or work unit cannot proceed without the employee in question being on duty and there is no other alternative;
- (c) Where it is imperative that the work being undertaken by the employee in question is not delayed.
- (d) Where an employee lives in close proximity to a remote work location, it is possible for the 10 hour break requirement to be waived by mutual consent between the employee and the employee's manager, provided that the break observed in lieu thereof is not less than 8 hours.

PART 6: PART-TIME AND CASUAL EMPLOYEES

6.1 Part-time employees

- 6.1.1 Working hours in excess of agreed part-time hours should be restricted to exceptional circumstances. However, agreed part-time ordinary daily hours may exceed the standard day 7.25 or 7.6 hours per day (whichever applies), but shall not exceed 10 hours per day.
- 6.1.2 Where it is essential for a part-time employee to work beyond the daily approved part-time hours, the excess hours may be compensated for either in accordance with the ATA as prescribed at clause 4.2 of this Appendix, or by an additional payment for the extra hours at the ordinary hourly rate of pay plus a loading of 1/12th of the hourly rate in lieu of annual leave.
- 6.1.3 The Employer shall determine the method by which such additional hours shall be compensated.

6.2 Casual Employees

- 6.2.1 Working hours in excess of agreed casual hours should be restricted to exceptional circumstances.
- 6.2.2 Where casual employees work in excess of agreed casual hours, such excess hours may be compensated for either as paid overtime on the basis of the casual rate, or by access to ATA in accordance with clause 4.2 of this Appendix.
- 6.2.3 Where casual employees work on the weekend or on a public holiday, they shall be entitled to either the applicable penalty on the casual rate, or to access ATA in accordance with clause 4.2 of this Appendix.
- 6.2.4 The Employer shall determine the method by which excess time shall be compensated.

PART 7: MISCELLANEOUS PROVISIONS

7.1 Fatigue Leave

7.1.1 The provisions of this clause do not apply to:

- (a) employees on call where the total amount of time worked at home on recall/s does not exceed two hours per occasion of being placed on call;
- (b) an employee who has had 10 hours continuous time off duty before being recalled;
- (c) an employee who has received an unreasonable amount of telephone calls at home whilst on call such that his/her rest period is substantially interrupted, and who has arranged with the supervisor for a mutually agreeable starting time the next day.

Provided that the provisions of this clause apply in all other circumstances where an employee is required to attend to his/her usual place of employment in connection with a recall to duty.

The term “per occasion” as used in this clause, shall mean any period of time which attracts any of the allowances as outlined in the ‘on call’ entitlements specified herein.

7.1.2 Subject to clause 7.1.1 herein, an employee who works so much overtime between the cessation of ordinary work on one day and the commencement of ordinary work on the next day so that 10 consecutive hours off duty has not occurred shall be released after completion of such overtime until 10 consecutive hours off duty occur without loss of pay for ordinary working time occurring during such absence. If on the instructions of the Employer, such an employee resumes or continues work without having had 10 consecutive hours off duty, the employee shall be paid double rates until released from duty for such period, and shall then be entitled to be absent until 10 consecutive hours off duty has occurred without loss of pay for ordinary working time occurring during such absence.

7.2 Rest Pauses

For the purposes of this clause the taking of a meal break does not interrupt the continuity of ordinary hours worked.

Where practicable, all employees who work at least six continuous working hours shall be entitled to a pause(s) totalling 20 minutes per day to be taken at times to suit operational requirements as determined by the supervisor:

Provided that where at least four continuous ordinary hours are to be worked the entitlement shall be 10 minutes within the four hours.

The proviso regarding four hours being worked is not intended to deny a 10 minute rest pause (to suit operational requirements) where an employee accesses time off in accordance with ATA for any period of the day.

PART 8: WORKSHOP EMPLOYEES

8.1 Coverage

This Part applies to those employees (called workshop employees) of the Public Safety Business Agency (PSBA) employed in accordance with the *Building, Engineering and Maintenance Services Employees (Queensland Government) Award – State 2016*, including those employees performing duties within the area servicing Queensland Fire and Emergency Services who prior to the date of certification of this Agreement were subject to the *Queensland Fire and Emergency Services Determination 2013*.

8.2 Classification Structure

The classification structure and classification definitions contained in the *Building, Engineering and Maintenance Services Employees (Queensland Government) Award – State 2016* continue to apply. However, during the period of this Agreement, PSBA intends to implement the following structure underpinned by a multi-layered technical training program for dual trade/ trade recognition and skills upgrade for employees within Fleet Asset Services. Appropriate consultation shall occur between PSBA and the relevant union/s during the implementation process.

Level	Title
C11-C12	Trades Assistant
C9-C10	Certified Technician
C7-C8	Specialised Technician
C6	Master Technician

Note: Movement from Level C7/C8 to Level C6 is achieved either through obtaining relevant dual trades or gaining sufficient competencies through award competency assessment process.

8.3 Salary rates

Salary rates for workshop employees are contained in Appendix 3 of this Agreement and reflect those salaries previously payable to workshop employees under the *Queensland Fire and Emergency Services Determination 2013*. The salary rates which are payable as from date of certification of this Agreement recognise the specialised nature of the skills and competencies required by PSBA to deliver the unique specialised services required by the Queensland Police Service and Queensland Fire and Emergency Services.

In addition to the additional Mid-Points as provided for in Appendix 23 of this Agreement, the following Mid-Points will also apply to workshop employees where appropriate:

Paypoint	Progression Criteria	Calculation of AMP Rate
C13midpoint	50% of the competency points as prescribed by Schedule 2 of the <i>Building, Engineering and Maintenance Services Employees (Queensland Government) Award – State 2016</i> and the National Metal and Engineering Competency Standards Implementation Guide required for assessment from C13 to C12.	C13 rate as prescribed by Appendix 3 of this Agreement plus 50% of the difference between C13 and C12 as prescribed by Appendix 3 of this Agreement.

C12midpoint	50% of the competency points as prescribed by Schedule 2 of the <i>Building, Engineering and Maintenance Services Employees (Queensland Government) Award – State 2016</i> and the National Metal and Engineering Competency Standards Implementation Guide required for assessment from C12 to C11.	C12 rate as prescribed by Appendix 3 of this Agreement plus 50% of the difference between C12 and C11 as prescribed by Appendix 3 of this Agreement.
C11midpoint	50% of the competency points as prescribed by Schedule 2 of the <i>Building, Engineering and Maintenance Services Employees (Queensland Government) Award – State 2016</i> and the National Metal and Engineering Competency Standards Implementation Guide required for assessment from C11 to C10.	C11 rate as prescribed by Appendix 3 of this Agreement plus 50% of the difference between C11 and C10 as prescribed by Appendix 3 of this Agreement.

8.4 Transition

To ensure consistency of classification levels across all PSBA workshop employees, the parties agree that:

- Amended (reduced) classification levels arising from role assessments conducted by an external independent assessment service on those roles previously employed within Queensland Police Service will apply from date of certification of this Agreement;
- No existing employees will suffer a reduction in ordinary fortnightly salary as a result of the above transition.

8.5 On-call and recall

8.5.1 Employees rostered on-call shall be eligible for an on-call allowance of 14% of the daily base rate of pay of the employee's classification level.

8.5.2 Employees required to respond during such periods by visiting work sites will be paid at overtime rates for a minimum of four (4) hours, for each time so recalled.

8.6 Apprenticeships

PSBA will undertake annual reviews to assess the viability, based on budget and establishment numbers, of engaging apprentices within PSBA workshops.

PART 9: QUEENSLAND GOVERNMENT AIR (QGAIR): SALARIES AND OTHER CONDITIONS OF EMPLOYMENT FOR PILOTS - FIXED WING

SECTION 1: PRELIMINARY

Title	9.1.1
Coverage	9.1.2
Area of Operation	9.1.3

SECTION 2: TERMS AND CONDITIONS OF EMPLOYMENT

Contract of employment	9.2.1
Time and wages records/rosters	9.2.2

SECTION 3: DEFINITIONS, SALARY AND ALLOWANCES

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SECTION 6: MISCELLANEOUS PROVISIONS

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SECTION 1: PRELIMINARY

9.1.1 Title

This part shall be known as Queensland Government Air (QGAir): Salaries and Other Conditions of Employment for Pilots - Fixed Wing.

9.1.2 Coverage

This part shall apply to all employees employed as pilots of aircraft operated by the employer, whose rates of pay are prescribed herein and who are engaged pursuant to section 147 of the *Public Service Act 2008*.

9.1.3 Area of Operation

This part shall apply to work performed within the State with no recognition of divisions or districts:

Provided that, in accordance with section 694 of the *Industrial Relations Act 1999*, this part also applies to work performed outside Queensland.

SECTION 2: TERMS AND CONDITIONS OF EMPLOYMENT

9.2.1 Contract of Employment

Except as otherwise prescribed within this part, pilots shall be subject to the same conditions of employment (including directives made under the *Public Service Act 2008*) which apply to public service officers appointed under the *Public Service Act 2008*.

9.2.2 Time and Wages Records/Rosters

- (a) Whilst the Employer shall comply with the provisions of the *Industrial Relations Act 1999* in relation to the keeping of time and wages records, pilots shall supply monthly returns of hours worked in a format which complies with the *Civil Aviation Orders and Civil Aviation Regulations*, and other data as may be required, in a format suitable to the Employer.
- (b) Rosters shall be developed on a 28 day basis with eight rest days in each 28 day period or four rest days each fortnight. Changes to rest days shall be at a minimum of 24 hours' notice unless justifiable - i.e. unless there is sufficient and warranted reason.

SECTION 3: DEFINITIONS, SALARIES, ALLOWANCES

9.3.1 Definitions

aircraft crew shall mean the total number of pilots required to operate an aircraft.

check and training pilot shall mean a pilot who possesses the required qualifications under the *Civil Aviation Regulations*, or holds a Grade One Multi Engine Instructor Rating and is an Approved Test Officer and is employed in the capacity of conducting flight training and proficiency checks in addition to any other duties required.

Chief Pilot shall mean the pilot appointed by the employer as such to perform the appropriate duties and responsibilities attached to the position.

duty period shall mean a period of time which starts when a pilot is required by the employer to report for duty, and ends when the pilot is free of all duties.

Employer shall mean the Chief Executive Officer of the Public Safety Business Agency or delegate.

pilot shall mean an employee whose salary and conditions of employment are specified herein.

reserve time shall mean the period during which an aircraft crew member is required to hold himself/herself available for duty.

off-duty period shall mean a period during which a pilot is rostered free of all duty.

Senior Base Pilot (Cairns) shall mean the pilot who is appointed to such a position and who is qualified to operate appropriate fixed wing aircraft operated by QGAir. The applicable salary is in recognition of additional responsibilities required to effectively manage the Cairns, Horn Island and Mt Isa Airwing operations.

standby shall mean a situation where a pilot has been instructed by the Employer to be ready and is able and willing to perform duty outside such pilot's ordinary rostered times:

Provided that pilot/s on standby shall report for the appointed duty in adequate time to ensure the aircraft is airborne no later than two hours after the pilot has been contacted.

waiting time shall mean all the time spent during a duty period by an aircraft crew member on duty of any nature associated with that duty period prior to departure on a flight, on the ground at intermediate stopping places and after arrival at the destination aerodrome.

9.3.2 Salaries

(1) The actual rates of salary payable shall be inclusive of overtime, on call, recalls, standby, work on public holidays, weekends and off-duty periods.

(2) Chief Pilot

Remuneration is equivalent to the applicable salary rates for Senior Officers.

(3) Pilots

Salary shall depend on the aircraft principally flown and shall be for the following classifications:

Senior Base Pilot (Cairns) – [Salary for Multi-engine turbine aircraft from 5700kg up to but not including 8500kg requiring two crew plus 5%];

Multi-engine turbine aircraft from 5700kg up to but not including 8500kg requiring two crew;

Multi-engine turbine aircraft up to but not including 5700kg;

Single engine turbine or multi-engine piston up to but not including 5700kg; and Co-pilots.

9.3.3 Allowances

- (1) **Check and Training.** An employee who is designated by the employer as the check and training pilot shall be paid 8% in addition to designated pilot's base salary .

9.3.4 Higher Duties

Where an employee is directed or rostered to fly temporarily an aircraft which attracts a higher salary or relieve in the positions of Chief Pilot or Senior Base Pilot (Cairns), the employee shall be paid extra remuneration appropriate to such duty:

Provided that the employee temporarily acts in such capacity for more than five consecutive days not including off-duty periods; and performs all of the duties and accepts all of the duties and accepts all of the responsibilities for the time being associated with such higher duties.

SECTION 4: HOURS OF WORK

9.4.1 Hours of Work

- (1) Hours of duty and relevant breaks and off-duty periods shall be in accordance with aviation industry standards regarding flight time limitations:

Provided that maximum hours of flying time shall be as follows:

8 hours on any one day
30 hours over any 7 days
100 hours over any 30 days
900 hours over any 365 days

- (2) Total duty time in a given fortnight shall not exceed 90 hours.
- (3) Maximum daily hours of rostered duty shall be 11 with the ability to extend up to 12 due to unforeseen circumstances.
- (4) When the Chief Pilot opts to extend a pilot's duty period, and the pilot is willing and able to undertake such, extended duty period, the pilot shall take a rest period, during which the pilot shall be relieved from all duty associated with that pilot's employment. The duration of such off-duty period shall be at the discretion of the Chief Pilot having due regard to the nature and duration of such extended duty period. An extended duty period shall include recall to duty where the intervening period is less than 9 consecutive hours embracing the hours of 10.00 pm to 6.00 am or 10 consecutive hours.
- (5) A pilot may be rostered for a routine duty period in excess of 11 hours but not more than 15 hours provided that a minimum intervening waiting period of 5 hours is available between Actual Time of Arrival and Actual Time of Departure at an enroute landing point and provided that such pilot is provided with air-conditioned motel accommodation during the intervening waiting period.

- (6) Normal reserve time periods shall be up to a maximum of 16 hours followed by a nine hour rest period. A pilot required to work as a result of recall during reserve time shall complete such duty within 23 hours of the commencement of the reserve time.
- (7) Consideration shall be given to rostering pilots to perform reserve time when not required to fly thereby conserving crew duty hours.
- (8) Pilots when on reserve and standby shall supply maximum flexibility by being contactable and responding to calls to return to work. An aircraft should be airborne within 2 hours of such call to work. With the current staffing arrangements and proper management planning by the Chief Pilot and/or Senior Base Pilot, pilots in Brisbane will be able to have one weekend off in three from being placed on call whilst in Cairns, the situation should be two weekends off in three.
- (9) The Chief Pilot and/or Senior Base Pilot shall be responsible for the proper and efficient rostering of pilots and aircraft for particular tasks having regard to the conservation of duty time and the specific task to be undertaken and crew and aircraft capabilities.
- (10) When a pilot is required to fly in an off-duty period, and the pilot is willing and able to undertake such duty this time may be converted to duty time and time off shall subsequently be granted. Such time off must be taken within twelve months of the day on which the time was worked.
- (11) At intermediate landing points, other than Brisbane, Cairns, and Mt Isa, time intervals of between Actual Time of Arrival and Actual Time of Departure of 20 minutes for non-refuelling and 35 minutes for refuelling turn- around shall be strived for.

9.4.2 Meal Breaks

To reduce ground time during duty periods, pilots shall, if necessary and practicable, consume meals in flight.

SECTION 5: LEAVE

9.5.1 Public Holidays

All work done on a public holiday shall not attract any extra payment but shall be compensated for by time-off-in-lieu on the basis of time for time and not computed time:

Provided that such time off may be taken in conjunction with annual leave.

SECTION 6: MISCELLANEOUS PROVISIONS

9.6.1 Transport Arrangements for Standby Pilots

Pilots on standby shall be supplied with a vehicle or paid motor vehicle allowance or provided with Cabcharge to enable them to respond promptly for duty.

9.6.2 Uniforms

Where uniforms are required to be worn by an employee, the employee shall be supplied suitable uniforms of good quality as approved by the Employer. Uniforms shall be replaced on a fair wear and tear basis.

9.6.3 Training

- (1) In addition to training which is specific to their area of expertise, pilots shall be provided other

appropriate training - e.g. computer operations, stress management.

- (2) Health and Safety training relevant to pilots needs shall be provided in accordance with training programs available to the Employer.
- (3) Higher level skills training shall be provided as required.
- (4) Performance Planning and Assessment shall be utilised to link to training objectives and task accomplishment.

PART 10: QUEENSLAND GOVERNMENT AIR (QGAIR): SALARIES AND OTHER CONDITIONS OF EMPLOYMENT FOR OPERATIONAL EMPLOYEES - ROTARY WING

SECTION 1: APPLICATION AND OPERATION

10.1.1 Application

These provisions shall apply to the operational employees (excluding the positions of Chief Pilot and Deputy Chief Pilot) of the Public Safety Business Agency employed within the former Queensland Rescue, Counter Disaster and Rescue Services, now part of Queensland Government Air (QGAir).

10.1.2 Definitions

Air Base shall mean the separate bases currently located in Brisbane, Townsville and Cairns or anywhere else an Air Base may be established in the future.

Air Crew is a collective term applying to the positions of Base Manager, Chief Aircrew Officer, Senior Aircrew Officer, Pilot, Aircrew Officer and Rescue Crew Officer.

Aircrew Officer shall mean a person who is appointed by the employer as such to perform the applicable duties and responsibilities attached to the position.

Base Engineer shall mean a person who is appointed by the employer as such to perform the applicable duties and responsibilities attached to the position.

Base Manager shall mean a person who is appointed by the employer as such to perform the applicable duties and responsibilities attached to the position.

CAO shall mean Civil Aviation Order.

CASA shall mean the Civil Aviation Safety Authority, Australian Government.

Casual employee shall mean an employee who is engaged as such.

Chief Aircrew Officer shall mean a person who is appointed by the employer as such to perform the applicable duties and responsibilities attached to the position.

Chief Engineer shall mean a person who is appointed by the employer as such to perform the applicable duties and responsibilities attached to the position.

Chief Pilot shall mean a person who is appointed by the employer and who is approved to be such by CASA.

Continuous shift roster shall mean the roster prepared to maintain 24 hours per day, 7 days per week operations at each Air Base.

Crew is a collective term applying to the personnel crewing the helicopter, typically a Pilot, an Aircrew Officer and a Rescue Crew Officer.

Crew Officer is a collective term applying to the positions of Chief Aircrew Officer, Senior Aircrew Officer, Aircrew Officer, Rescue Crew Officer and Base Manager.

Day shift shall mean a period of 10 hours between 8.00 am and 6.00 pm.

Department shall mean the Public Safety Business Agency.

Deputy Chief Engineer shall mean a person who is appointed by the employer as such to perform the applicable duties and responsibilities attached to the position.

Employees shall mean the persons appointed to positions for which the salaries and conditions are prescribed by this Part.

Employer shall mean the Chief Executive Officer, Public Safety Business Agency and unless the context otherwise provides, shall include his/her delegate or nominee.

EMS shall mean emergency medical services.

Flying roster shall mean the 'continuous shift roster' referred to in clause 4.1 (2) of these provisions.

Increment shall mean an increase in salary from one pay point to the next highest pay point.

IREX shall mean instrument rating examination.

LAME shall mean a Licensed Aircraft Maintenance Engineer.

Night shift shall mean a period of 14 hours between 6.00 pm on the one day and 8.00 am on the next day.

NVG shall mean night vision goggles.

Operations Manual shall mean the manual required pursuant to Regulation 215 of the *Civil Aviation Regulations 1988 (Cth)* and which defines the practices and procedures to be observed in respect to helicopter and associated operations and which is amended from time to time by the Chief Pilot.

Operational requirements shall mean aeromedical retrievals/transfers, counter disaster operations, search and rescue tasks and other operations requiring a helicopter to be deployed away from its normal Air Base.

Pilots is a collective term applying to the positions of Base Manager and Pilot.

Pilot shall mean a person who is appointed by the Employer as such to perform the applicable duties and responsibilities attached to the position.

Position Description shall mean the document prepared by the Department from time to time, setting out the qualifications, duties and requirements of each and every position, in terms of section 98(1)(c) of the *Public Service Act 2008*.

PPL shall mean private pilot's licence.

Rescue Crew Officer shall mean a person who is appointed by the employer as such to perform the applicable duties and responsibilities attached to the position.

Roster block shall mean consecutive days on which an employee has rostered hours.

Rostered hours shall mean the hours that an employee has been designated to be on duty pursuant to the continuous shift roster.

Senior Aircrew Officer shall mean a person who is appointed by the Employer as such to perform the applicable duties and responsibilities attached to the position and includes Training Aircrew Officer.

Standby shall mean when an employee has been instructed by the Employer to be ready and available to perform duty outside of the employee's rostered hours, but within the employee's roster block. If recalled to duty, then the employee will present for such duty at the employee's designated Air Base as soon as practical, but with a target of no later than 1 hour from the time of being contacted. (This definition of standby does not apply to the reference in the Operations Manual to the night shift.)

TOIL shall mean time off in lieu of paid overtime.

Union shall mean Together Queensland Industrial Union of Employees and United Voice Industrial Union of Employees, Queensland.

SECTION 2: SALARIES AND RATES OF PAY

10.2.1 Inclusiveness of Salaries

The rates of salaries payable under this Part are inclusive of overtime compensation (subject to clauses 10.4.2, 10.4.3 and 10.4.4), standby and duty on night shifts, public holidays and weekends.

10.2.2 General Conditions

- (1) Movement within classifications:
 - (a) An increment shall not be made to the salary of an employee until such employee has received such salary for a period of 12 months, or in the cases of part-time and casual employees, until the equivalent of 12 months full-time service has been completed.
 - (b) No employee shall be entitled to receive annual salary increments unless performance initiatives have been achieved as certified by the employer.
 - (c) An employee must comply with any conditions relating to performance initiatives as agreed between the employee and employer.
 - (d) If any increment is withheld from or refused to be granted to any employee, a grievance may be lodged in accordance with Part 15 Prevention and Settlement of Disputes of this Agreement.
- (2) Movement between classifications by employees will be based on appointment on merit to advertised vacancies.
- (3) Employees covered by these provisions shall be subject to the same conditions of employment contained in any Acts, awards, regulations, directives and agreements which apply to public service officers appointed by the Agency under the *Public Service Act 2008* subject to:

- (a) When there is an inconsistency between those conditions and the provisions contained herein, then these provisions will prevail; or
- (b) When the application of a particular condition is not practicable or not reasonably compatible with the type of work performed by the employees, then that condition will not apply.

10.2.3 Recognition of Prior Service

The following service credits will be applied on engagement to the respective salary rates in this Part:

(1) Pilots	
500 hours multi-engine command	1 year
1,000 hours multi-engine command	2 years
1,000 hours night helicopter flying	1 year
Greater than 250 hours EMS experience	1 year
Greater than 500 hours EMS experience	2 years
Current command Instrument Rating	2 years
Previous command Instrument Rating	1 year
Current Twin command on aircraft type operated by employer	2 years
150 hours NVG experience	1 year
TOTAL MAXIMUM CREDIT	4 YEARS
(2) Aircrew Officers	
500 hours	1 year
1,000 hours	2 years
1,000 hours EMS experience	1 year
2,000 hours EMS experience	2 years
150 hours NVG experience	1 year
PPL Helicopter Theory Subjects	1 year
PPL (as above) or higher Plus IREX	2 years
TOTAL MAXIMUM CREDIT	4 YEARS
(3) Rescue Crew Officers	
250 hours	1 year
500 hours	2 years
500 hours EMS experience	1 year
1,000 hours EMS experience	2 years
150 NVG experience	1 year
TOTAL MAXIMUM CREDIT	4 YEARS

SECTION 3: ALLOWANCES

10.3.1 Meal Allowances

Crew – the following meal allowances will apply to the crew when operating from the home Air Base:

- (a) A breakfast allowance of \$10.00 if the night shift has been completed;

- (b) A lunch allowance of \$11.00 if the employee has completed the night shift and is required to remain on duty beyond 1.30 pm;
- (c) A dinner allowance of \$21.00 if the employee has completed the day shift and is required to remain on duty beyond 8.00 pm.

Note: The above allowances are based on those prescribed under the Directive relating to Hours Overtime and Excess Travel, as issued and amended by the Minister responsible for industrial relations under section 54 of the *Public Service Act 2008*. Any increase/s in the allowances under the directive occurring during the life of this Agreement shall be applied to the allowances under this clause.

10.3.2 Night Vision Imaging System (NVIS) Allowance

- (1) Crew Officers (as defined) will be paid an NVIS Allowance as follows:

Category	Allowance Payable 1 September 2015		Allowance Payable 1 September 2016		Allowance Payable 1 September 2017	
	\$ Per Annum	\$ Per Fortnight	\$ Per Annum	\$ Per Fortnight	\$ Per Annum	\$ Per Fortnight
Chief Aircrew Officer Senior Aircrew Officer Aircrew Officer	\$1,500	\$57.50	\$1,750	\$67.10	\$2,000	\$76.70
Rescue Crew Officer	\$1,250	\$47.90	\$1,425	\$54.60	\$1,600	\$59.50

- (2) The NVIS allowance is payable for all purposes including leave and superannuation.
- (3) Annual amounts listed above are for information purposes only.

10.3.3 Other Allowances

- (1) **Check and Training – Line Pilot:**

An allowance calculated at 8% of pay-point 6 of a Pilot’s salary will be paid for the period of time that the Pilot is included by the Chief Pilot in the Operations Manual as performing check and training duties.

- (2) **Check and Training – Crew Officer:**

An allowance calculated at 8% of pay-point 6 of an Aircrew Officer’s salary will be paid for the period of time that the Crew Officer is included by the Chief Pilot in the Operations Manual as performing check and training duties.

- (3) **Crew – Fitness Level 1:**

An allowance calculated at 2% of pay point 6 of an Aircrew Officer’s salary will be paid to a Crew Officer who maintains Fitness Level 1, pursuant to clause 9.5.7 (2) of these provisions.

- (4) **CASA Safety Management System (CAO 82.0):**

- (a) The employee appointed by the Chief Pilot from time to time to be QGAir Safety Manager will be paid an allowance at the rate of \$2,500 per annum (\$93.25 per fortnight).
- (b) The employee appointed by the Chief Pilot from time to time to be the Base Safety Officer will be paid an allowance at the rate of \$1,500 per annum (\$55.95 per fortnight).

(5) **Base Engineers – Tool Allowance:**

The salaries paid to Base Engineers at all increment levels contain a rolled-up amount that represents a Tool Allowance. (This amount is \$1,250 per annum as at 1 July 2005).

SECTION 4: HOURS OF WORK, OVERTIME AND BREAKS

10.4.1 Hours

The hours of work of all employees under these provisions are subject to the Fatigue Management System of the Operations Manual.

(1) **Group 1 – Base Manager, Chief Engineer, Deputy Chief Engineer, Chief Aircrew Officer and Senior Aircrew Officer:**

These employees shall work hours as necessary to fulfill the duties of the position. Any hours worked above 42 hours per week and outside those determined to be core related duties, will be compensated by either recall or time off in lieu.

(2) **Group 2 – Pilot, Aircrew Officer and Rescue Crew Officer:**

(a) These employees shall work a maximum average of 42 hours per week worked over a roster cycle determined by the Employer pursuant to a continuous shift roster including Saturdays, Sundays and Public Holidays.

(b) The continuous shift roster shall be prepared by the Employer in consultation with employees and:

(i) shall be posted in a conspicuous place accessible to employees; and

(ii) may reasonably be altered by the Employer at any time to meet operational requirements.

(3) **Group 3 – Base Engineer:**

The hours of work are at the direction of the Base Manager within the following parameters:-

(a) An average of 228 hours (maximum) over a 6 week period;

(b) A daily maximum of 12 hours;

(c) Any 5 in 7 days with 2 consecutive days off per 7 day period;

(d) Being on standby 2 weekends per month with the other 2 weekends being free of duty.

10.4.2 Overtime, Recall and Shift Overrun

(Groups are **NOT** the same as in clause 10.4.1 above)

(1) **Group 1 – Pilot, Base Manager, Chief Aircrew Officer, Senior Aircrew Officer, Aircrew Officer and Rescue Crew Officer are entitled to overtime payments or time off in lieu under the following circumstances and conditions:**

RECALL – In order to maintain the continuous shift roster, to meet operational requirements, training requirements or administrative duties, employees may be recalled by the Employer to work additional hours to that of rostered hours. Recall without agreement may occur for up to 10 days per year including simulator training. Any recall in excess of 10 days per year will be by mutual agreement.

SHIFT OVERRUN – When the helicopter returns to the Air Base after the ordinary cessation time of the shift, or an oncoming crew is required to commence a shift prior to the ordinary commencement time of the shift.

Recall and Shift Overrun shall be paid at the rate of double time.

(2) Group 2 – Engineers:

RECALL – In order to maintain the aircraft operational availability requirements, training requirements or administrative duties, employees may be recalled by the Employer to work additional hours to that of rostered hours. Recall without agreement may occur for up to 10 days per year. Any recall in excess of 10 days per year will be by mutual agreement.

SHIFT OVERRUN – When maintenance activities necessary to return the aircraft to operational status requires maintenance activity beyond the ordinary cessation time of the shift, or an engineer is required to commence a shift prior to the ordinary commencement time of the shift.

Recall and Shift Overrun shall be paid at the rate of time and a half for the first three hours and double time thereafter.

10.4.3 Standby

- (1) From time to time, in recognition of operational requirements, it may be necessary to place crew on standby whether or not the crew is rostered on.
- (2) Base Engineers will be placed on standby for two (2) weekends per month, subject to the Operations Manual.

10.4.4 Meal Breaks and Rest Pauses

While on duty and working more than 6 hours in any one day, employees shall be entitled to:

- (1) A paid break of 30 minutes duration for a meal, to be taken at such time as will not interfere with the continuity of work.
- (2) Two rest pauses each of 10 minutes duration, or one rest pause of 20 minutes duration in the employer's time, to be taken at such time/s as will not interfere with the continuity of work.

SECTION 5: CONDITIONS OF EMPLOYMENT

10.5.1 Contract of Employment

- (1) The period of notice given by an employee shall be a minimum of four (4) weeks.

- (2) The period of notice given by the Employer shall be a minimum of four (4) weeks, with an additional week's notice above this minimum if the employee is 45 years old or over and the employee has completed at least two (2) years of continuous service.
- (3) These provisions replace any contracts of employment or understandings of employment, which the employees had prior to the operation of this Agreement. Any such prior contracts or understandings will no longer be in force or have any effect.
- (4) Employees covered by this Part are employed pursuant to section 147 of the *Public Service Act 2008*.
- (5) The employment categories under these provisions are permanent full-time, temporary full-time and casual.

10.5.2 Casual Employees

- (1) Subject to the availability of suitable persons, casual employment shall be utilised for emergent, short-term relief or for short-term large-scale maintenance work.
- (2) Each engagement shall stand alone and be per shift (day or night). (**Note:** In this context, the classification "Base Engineers" includes LAMEs assisting with large-scale maintenance work.)
- (3) Payments [as per (2) above] shall include a loading of 23%, which is in lieu of paid leave provisions as per (7) below.
- (4) These payments are included in Appendix 3 (Salary Schedules) of this Agreement.
- (5) Casual employees are not entitled to payments for overtime and recall (subject to the provisions of clause 9.4.2 (3) of these provisions) and extra payments for ordinary-time work on weekends and public holidays.
- (6) Casual employees are entitled to Meal Allowances (clause 9.3.1) and the general conditions provisions (clause 9.2.2).
- (7) Casual employees are not entitled to any paid leave provisions (subject to the provisions of Chapter 2, Division 3 of the Act).

10.5.3 Motor Vehicles

- (1) The positions of Base Manager, Chief Engineer and Deputy Chief Engineer will be supplied with a private plated motor vehicle, which is available for full private use including whilst on recreation leave. However, the motor vehicle must be available at the Air Base for general use while the employee is at work or not on leave.
- (2) At the time of making this Agreement, the value of the motor vehicle as a salary sacrifice for these employees was \$19,000 per annum.
- (3) Persons employed as Base Engineer shall have access to a government vehicle when on continuous on call. The vehicle must be available for general use while the Base Engineer is at work. (There is no requirement for a Base Engineer to be on call whilst on recreation leave and there will be no access to the vehicle.)

10.5.4 Expenses

The Employer shall meet the following expenses:

- (1) The cost of maintaining licenses required to be held by employees pursuant to the *Civil Aviation Act 1988 (Cth)* for the performance of duties required by the Employer (i.e. as contained in an employee's Position Description);
- (2) The cost of medical assessments for employees as required by the *Civil Aviation Act 1988 (Cth)* and/or the Employer (as prescribed in the Operations Manual) to perform the duties required by the Employer; and
- (3) The cost of regulatory and flight reference documentation, which each employee is required to maintain (as prescribed in the Operations Manual).

10.5.5 Insurance

- (1) Crew Officers' Accident Insurance – The Employer shall provide accident insurance for off-duty periods when these employees are undertaking appropriate physical fitness activities in recognition of the requirements of clause 10.5.7 of these provisions.
- (2) Loss of Licence Insurance – The employer shall provide loss of licence cover for pilots to the amount of not less than \$100,000 subject to the insurer's policy.

10.5.6 New Aircraft and Equipment

- (1) In the event new aircraft and/or equipment are purchased for the effective operations of QG Air Rotary Wing, all employees shall be given the opportunity to undertake appropriate training.

10.5.7 Relieving

- (1) An employee may be directed by the Employer to take up duty away from the employee's normal Air Base to relieve another employee or to perform special duties for a reasonable period of time and where possible, by mutual agreement between the employer and employee.
- (2) In such cases where away overnight, the directive relating to domestic travelling and relieving expenses shall apply.
- (3) When employees, other than the Deputy Chief Engineer, relieve in the positions of Base Manager and Chief Engineer, for the purpose of determining the higher duties amount payable, an amount of \$19,000 per annum (\$728.30 per fortnight) is to be added to the pay-point 1 salaries of Base Manager and Chief Engineer. (Such reinstates the salary-sacrifice amount of the private plated vehicle referred to in clause 10.5.3 of these provisions, as the persons relieving in the positions will not have access to a private plated vehicle.)

10.5.8 Crew Officer Fitness Requirements

- (1) It is a condition of employment that all crew officers maintain a high level of physical fitness to ensure that they carry out their duties efficiently and safely, in the public interest.
- (2) The achievement of the requisite physical fitness level will be demonstrated by the ability to pass a regular fitness assessment which is developed in consultation between the employer and employee and as prescribed in the Operations Manual.
- (3) In order to achieve the requisite physical fitness level, an employee may have to undertake approved physical activities outside of rostered hours. Such approved physical activities shall be developed in consultation with the employee and prescribed in, and conducted in accordance with, the provisions of the Operations Manual.

10.5.9 Return of Service Obligation

- (1) A return of service obligation will be imposed on employees exiting QGAir either of their own volition or on termination of services, after the employee has received any of the following training at the employer's expense:
 - (i) Overseas training;
 - (ii) Initial helicopter conversion;
 - (iii) Type endorsement;
 - (iv) NVIS rating.
- (2) This obligation will be imposed by recouping the cost of the course/s and any associated costs such as travel, accommodation, meal and incidental costs, on the following basis:
 - (a) Where an employee receives any of the above training within (2) years of their employment:
 - 100% of costs on exiting within 1 year of completing the training;
 - 50% of costs on exiting within 2 years of completing the training.

10.5.10 Training

All employees will be offered continuation training such as simulator training in accordance with the frequencies and standards outlined in the approved Operations Manual.

SECTION 6: LEAVE

10.6.1 Recreation Leave

Employees work a continuous shift roster and have "rolled-up" salary rates which are, for the purpose of calculating the quantum of leave loading, inclusive of shift allowances and extra payments for work performed on weekends and public holidays.

Groups are **NOT** the same as the two separate groups in SECTION 4 above.

- (1) Group 1 – Air Crew (Base Manager, Chief Aircrew Officer, Senior Aircrew Officer, Pilot, Aircrew Officer and Rescue Crew Officer):
 - (a) 42 consecutive days (inclusive of weekends and public holidays) on full salary for each year of service and a proportionate amount for an incomplete year of service, but so as not to accumulate more than 84 consecutive days of recreation leave; and
 - (b) leave loading of 17.5% on 28 consecutive days (inclusive of weekends and public holidays) for each year of service and a proportionate amount for an incomplete year of service, to be paid during December of each year (or in the case of cessation of employment, in the final pay).
- (2) Group 2 – Chief Engineer, Deputy Chief Engineer and Base Engineer:
 - (a) 25 days (exclusive of weekends and public holidays) on full salary for each year of service and a proportionate amount for an incomplete year of service, but so as not to accumulate more than 50 days of recreation leave; and

- (b) leave loading of 17.5% on 20 days for each year of service and a proportionate amount for an incomplete year of service, to be paid during December of each year (or in the case of cessation of employment, in the final pay).

APPENDIX 7: DEPARTMENT OF EDUCATION AND TRAINING (EXCLUDING TAFE INSTITUTES)

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PART 3: DET – STATE SCHOOLS PORTFOLIO

Therapy Employees Servicing Schools and Other Education Facilities, and School Support Staff and Employees of Other School Educational Facilities

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PART 4: DET – STATE SCHOOLS PORTFOLIO

Therapy Employees Servicing Schools and Other Education Facilities, and School Support Staff and Employees of Other Educational Facilities, specifically:

- *Business Services Managers;*
- *Employees Engaged Under the Administrative Stream of the Queensland Public Service Officers and Other Employees Award – State 2015;*
- *Science Operations Officers;*
- *Employees Engaged Under the Technical Stream of the Queensland Public Service Officers and Other Employees Award – State 2015*
- *School Computer Technical Officers;*
- *Schools Officers;*
- *Agricultural Assistants;*
- *Unit Support Officers;*
- *Support Officers;*
- *Boat Officers; and*
- *Marine Program Officers.*

Hours of Work Arrangements	4.1
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PART 5: DET – STATE SCHOOLS PORTFOLIO

School Support Staff and Employees of Other Education Facilities, excluding Community Education Counsellors and those Employees covered in Part 4.

Hours of Work Arrangements	5.1
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PART 6: DET – STATE SCHOOLS PORTFOLIO

School Support Staff and Employees of Other Educational Facilities, specifically:

- *Business Services Managers;*
- *Employees Engaged Under the Administrative Stream of the Queensland Public Service Officers and Other Employees Award – State 2015;*
- *Science Operations Officers;*
- *Employees engaged under the Technical Stream of the Queensland Public Service Officers and Other Employees Award – State 2015; and*
- *School Computer Technical Officers.*

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PART 7: DET – STATE SCHOOLS PORTFOLIO

School Support Staff and Employees of Other Educational Facilities, specifically:

- *Schools Officers;*
- *Agricultural Assistants;*
- *Unit Support Officers;*
- *Support Officers;*
- *Boat Officers; and*
- *Marine Program Officers.*

Professional Development	7.1
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PART 8: DET – STATE SCHOOLS PORTFOLIO

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PART 9: DET – STATE SCHOOLS PORTFOLIO

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PART 10: DET – STATE SCHOOLS PORTFOLIO

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PART 1: DET

1.1 Statement of Intent – Consultation

The parties to this agreement support consultation with public sector employees over matters that affect their work environment.

The intent of this provision is to ensure that consultation occurs with public sector employees about matters that significantly impact on their work situation. The consultation will involve more than a mere exchange of information. For consultation to be effective the public sector employee must be contributing to the decision-making process, not only in appearance, but in fact.

1.2 Workplace Health and Safety

Workplace Health and Safety Subcommittee

The parties agree to continue the workplace health and safety sub-committee to be overseen by DET / The Together Queensland, Union of Employees joint consultative committee. This sub-committee will have equal departmental and union representation, and will examine matters relating to workplace health and safety that may from time to time be raised by the parties.

This sub-committee will report to the joint consultative committee on a regular basis or as agreed between the parties.

The scope of this sub-committee will include, but not be limited to, the following matters:

- Building/facility-based workplace health and safety matters;
- Workplace Health & Safety induction and training;
- The management of chemicals in workplaces; and
- The provision and use of protective personal equipment and other standard safety equipment (for example, sun-smart and protective clothing).

Sun-Smart Shirts for Schools Officers

The Department agrees to the provision of sun-smart shirts to Schools Officers as a minimum.

1.3 Working With Children Check – Queensland’s Blue Card System

The *Working With Children (Risk Management and Screening Act 2000)* requires people who work in regulated employment to undergo screening (i.e. the Working with Children Check) herein referred to as the “Blue Card”. The following provisions apply to payment for Blue Card applications and renewals for employees. This agreed position will continue for the life of the *Agreement*.

New Employees

Employees, employed by the Department and who are required to hold a current Blue Card as part of their initial engagement, will be required to self-fund the prescribed fee for their initial Blue Card application. These employees will not be required to fund the renewal fee(s) during the term of the *Agreement*.

Existing Employees

Existing employees who do not hold a Blue Card and who are required to perform duties that require them to hold a Blue Card will not be required to self-fund the prescribed application and/or renewal fee(s). Existing employees will not be required to fund the Blue Card renewal fee(s) during the term of the *Agreement*.

1.4 Disciplinary and Suspension Procedures

All employees shall be subject to the same disciplinary and suspension policy, procedures and provisions as those applying to public service officers in the *Public Service Act 2008*.

Any disciplinary action taken pursuant to the *Public Service Act 2008*, excluding suspension on normal remuneration shall be in accordance with the principles of natural justice.

Any disciplinary action, except termination of employment, shall be subject to the relevant appeals and reviews provisions of the *Public Service Act 2008*.

PART 2: DET – Excluding Schools and School Educational Facilities

2.1 Accumulated Days Off (ADO) (Excluding Employees Working a 38 Hour a Week Arrangement)

An employee is entitled to accrue a minimum of one ADO per Work Cycle. ADOs can only be accrued and taken with the supervisor's approval.

A "Work Cycle" is defined as the 28 day work cycle.

Subject to the exceptions outlined below, the maximum ADO carry-over will be 21.75 hours at the end of each work cycle and ADO may be taken in blocks of no more than three consecutive days per work cycle.

The above ADO arrangements may be exceeded in the following circumstances:

- Local level agreement based on operational factors and needs; and
- The employee's annual leave balance does not exceed the maximum accumulation.

Notwithstanding the above, where there are minimum conditions prescribed in the *Queensland Public Service Officers and other Employees Award – State 2015* that provide more favourable provisions relating to Organisational Hours of Work Arrangements, those minimum conditions shall apply and override the provisions contained herein.

2.2 Annual Leave Maximum Accumulation

The maximum accumulation of annual leave balances will be the equivalent of an employee's two years accumulation of the annual leave entitlement. Employees exceeding the maximum accumulation may be directed to take leave in accordance with the provisions of the *Industrial Relations Act 1999*.

PART 3: DET – STATE SCHOOLS PORTFOLIO

Therapy Employees servicing Schools and Other Education Facilities, and School support Staff and Employees of Other School Educational Facilities

3.1 Objectives of DET – State Schools Portfolio

To enhance delivery of educational services that:

- (a) support the Department's programs in *State Schools Strategy 2016 - 2020* to achieve the best educational outcomes for all school students;
- (b) focus on the core learning priorities (reading, writing, numeracy and science) to ensure all students have solid foundations to effectively engage in the community; provide efficient and high quality services;
- (c) improve attendance, retention, attainment and transition of students at key points in their schooling journey; and support initiatives in school-based planning, management and

- accountability frameworks;
- (d) support whole-of-school approaches that effectively target resources to meet the needs of every student; and
- (e) develop more highly skilled employees capable of achieving more effective and efficient arrangements, and committed to client service, continual improvement, employee accountability, ongoing learning, team work and team problem solving

To implement fair and equitable employment practices.

To provide certainty for employees and the Department in relation to remuneration outcomes for the life of the agreement.

To provide a bargaining process that delivers industrial stability for the duration of the agreement.

3.2 Consultative Arrangements and Mechanisms

3.2.1 Introduction

The following sets out details of consultative arrangements and mechanisms that will be adopted by the parties within DET.

Quality consultation mechanisms are a vital ingredient in progressing the workplace reform agenda, as prescribed in section 3.4 of the *Workplace Reform Initiatives* and section 3.5 of the *Workplace Reform in Schools Program*.

The parties are committed to the continuation of appropriate consultative arrangements so that employees are consulted in the initiation, implementation and evaluation of workplace reform initiatives.

DET's ability to obtain optimum outcomes from workplace reform, including enterprise bargaining, will be significantly influenced by the consultative processes that are established.

The geographical and operational diversity of the Department's work units would make it difficult to implement workplace reform or gain employee commitment to workplace reform from one central committee. Recognising the range in the size of schools, local consultative committees are normally established in schools with 20-25 employees or more.

DET acknowledges the role of Local Consultative Committees (LCCs) as prescribed in 3.2.5 *Local Consultative Committee* and the Education Consultative Committee (ECC) as prescribed in 3.2.4 *Education Consultative Committee* are mechanisms to facilitate workplace reform initiatives.

The parties are aware that alternative procedures to ensure effective implementation of the certified agreement and employee consultation in smaller schools are in place.

It is recognised that cooperation and consultation in the development and implementation of change initiatives place obligations, duties and responsibilities on principals, managers, union officials, delegates or their equivalent.

The parties acknowledge that the processes of educational, professional, administrative and organisational change and workplace reform are broader than the specific matters detailed in this agreement.

The parties agree that changes occurring outside of the terms of this agreement shall be facilitated in a manner that involves timely consultation and discussion of all relevant issues.

3.2.2 Guiding Principles

The parties agree to the following guiding / broad principles for consultative arrangements and mechanisms to ensure effectiveness and equity:

- consultative mechanisms should ensure that, in addition to the parties to this agreement, there is employee involvement on the initiation, implementation and evaluation of proposals for productivity improvements;
- appropriate processes should be in place to consult with employees who are affected by proposed productivity items;
- consultative arrangements should encompass all the work areas in DET;
- the composition of consultative forums should take account of representation of the target groups identified in the *Public Service Act 2008*;
- consultative arrangements should be subject to review from time to time by the parties and improvements and changes to arrangements made as required and agreed to ensure consultative arrangements operate with maximum efficiency and effectiveness.
- a flexible approach should be adopted that seeks to avoid duplication and creation of additional work wherever possible;
- a recognition that one approach will not suit every workplace because of the size, location and individual characteristics of each workplace;
- a recognition that local level employees are best placed to make decisions that meet local needs;
- a recognition that local level changes need to be sustainable in terms of available resources and systemic and local priorities; and
- a recognition that all employees must be provided with opportunities to contribute to change.

3.2.3 Consultative Model

The "Umbrella" committee, the Education Consultative Committee, is the peak employer/union body for workplace reform and other significant employee relations issues. The committee has a coordinating role with regard to departmental consultation.

The Education Consultative Committee forms the first of a two-tier consultative structure with the second tier being the network of committees located in various parts of DET. The committees will be supported by consultative guidelines and checklists for those schools which cannot sustain a formal committee. The intention is to create a consultative model which will allow each departmental employee access to contribute their ideas.

3.2.4 Education Consultative Committee (ECC)

Terms of reference

- (1) To serve as DET's peak employer/union consultative body with regard to workplace reform and other significant employee relations issues.
- (2) To develop a broad framework to advance workplace reform across the Department.
- (3) To oversee the development of workplace reform proposals in the Department.
- (4) To coordinate and link workplace reform initiatives and consultative forums which are active within the Department.
- (5) To oversee the establishment, training and operation of DET's network of consultative committees.
- (6) To model a culture of participative management within the Department.
- (7) To ensure that information concerning workplace reform issues is conveyed to employees in a timely, consistent and comprehensive manner.
- (8) To consider proposals submitted by local consultative committees in accordance with facilitative provisions.
- (9) To attempt to resolve disputes that arises from this Appendix referred by LCC's.

Composition

Membership of the ECC will comprise equal representation of management and union nominees.

The composition of the ECC will comprise employer representatives of DET and representatives from the Queensland Teachers' Union of Employees, The Together Queensland, Industrial Union of Employees, and the United Voice, Industrial Union of Employees, Queensland Branch.

3.2.5 Local Consultative Committees (LCCs)

Terms of reference

- (1) To monitor workplace reform issues, especially enterprise bargaining initiatives, and make recommendations to the ECC.
- (2) To provide a forum for generation and consideration of local workplace reform initiatives through regular structured meetings.
- (3) To consider and prioritise Best Practice initiatives relevant to the local environment.
- (4) To endorse local level changes capable of local approval, and to recommend to the ECC changes to be processed through the facilitative provisions.
- (5) To evaluate and report to the ECC on pilot and trial projects conducted under the Workplace Reform in Schools Program.
- (6) To assume a dispute settling role on workplace reform matters related to this certified agreement and to refer to the ECC those issues which cannot be resolved locally.
- (7) To act as an avenue of communication between local employees and the ECC.
- (8) To develop strategies for encouraging contributions from all staff, including school support staff and employees from target groups identified in the *Public Service Act 2008*.
- (9) To contribute to a culture of participative management within the workplace.

Composition

Membership of LCCs shall comprise equal representation of management and union nominees. The size of the committees is not prescribed but will usually be 8, that is 4 union and 4 management representatives, providing that 2 union representatives be Queensland Teachers' Union of Employees members in school settings and Together Queensland Union of Employees in non-school settings. Decisions of the LCC are to be made by consensus wherever possible.

Operating Principles

- (1) The LCC is to ensure that the views of all staff members and work groups are considered regardless of whether the work group is represented on the LCC.
- (2) Meetings will be held regularly and timed in a way that minimises disruption to student learning.
- (3) Decisions of the LCC are to be made by consensus wherever possible.
- (4) Decisions of the LCC are to be communicated to all staff.
- (5) All LCC members will be provided with a training package as determined by the ECC.

3.3 Best Practice in Education

3.3.1 Introduction

The parties to this agreement recognise that enterprise bargaining provides an appropriate opportunity to promote and implement a Best Practice approach to work, management and service delivery within DET.

The parties are committed to progressing the development and implementation of a Best Practice approach to work, management and service delivery. The concept of Best Practice will be promoted across the areas of learning and teaching, school management and workforce management.

The parties accept that a Best Practice approach to work and management issues within these three areas can contribute to organisational structures and work processes that promote quality, flexibility and responsiveness, which eliminate waste and repetition and which directly contribute to or support enhanced educational outcomes for students.

3.3.2 Definition

The parties agree to accept the following definition of Best Practice for the purposes of establishing a broad framework to progress Best Practice within the Department.

"Best Practice is an integrated and continuous organisational strategy which seeks to achieve and maintain a world class standard in all aspects of an organisation's operations, which is focussed on client outcomes, and which simultaneously enhances the quality of working life for employees."

3.3.3 Principles

The parties agree that the following principles form the basis for a Best Practice approach to work, management and service delivery:

- a clear management vision and a strategy for achieving world class performance must be articulated to all employees and client groups;
- employees and members of the school community are to be extensively consulted in the planning of change and able to participate in decision making processes which develop and implement alternative and innovative ways of enhancing service delivery;
- the development of flexible structures and work practices which can adapt and respond to varying and diverse client needs and expectations;
- optimum utilisation of technology in the way the organisation is managed and in how work practices are performed;
- the existence of a workplace culture of continuous improvement which facilitates continual monitoring, review, and evaluation of the way in which all work is managed, organised and performed; and
- a willingness and ability to measure performance through benchmarking processes and a commitment to benchmark performance both internally and with external organisations.

3.3.4 Objectives

The parties agree that a Best Practice approach to work, management and service delivery should be directed at achieving the following objectives:

- pursuing a progressive path towards school-based management, within overarching principles, featuring integrated approaches with employees, students, parents and the wider school community, and accompanied by appropriate accountability mechanisms;
- developing flexible and adaptable learning and support structures and processes which deliver a quality education service throughout Queensland;
- providing all employees with the ability to actively participate in decision-making processes which enable them to draw upon their experiences, skills and competencies to contribute to alternative and innovative ways in how the Department is managed and operates;
- ensuring the optimum use of technology in managing the Department's human, financial, physical and information resources;
- developing a culture of continuous improvement and a continual questioning of the way the Department provides and supports a quality education service; and
- developing a performance measurement culture that includes a commitment to measure outcomes and to benchmark the organisation's performance internally and with external organisations.

3.3.5 Best Practice Indicators

The parties agree that a Best Practice approach to work, management and service delivery will be characterised by the following broad indicators:

School Management

- A clearly articulated management vision on the concept of school-based management.
- A workplace culture of continuous improvement which promotes alternative and innovative management and service delivery approaches.
- Collaborative decision making processes which involves consultation with and participation of all elements of the school community.
- Decision making processes, structures and delegations which result in functions and responsibilities residing in the most appropriate location.
- Efficient and effective school-based management of resources, accompanied by accountability mechanisms to the community, Department and Government.
- Optimum use of technology in all aspects of school operations.
- A commitment to benchmark school management activities.

Workforce Management

- A clearly articulated human resource management vision and strategic plan.
- A flexible, adaptable, highly skilled workforce which is enhanced by:
 - an organisational culture within which employees feel valued and which attracts, develops, retains and rewards high calibre employees;
 - appropriate and flexible conditions of employment which encourage individual employees to work to their full potential;
 - a safe and healthy work environment that is free from discrimination.
- Effective consultative mechanisms which engender a culture of participative management.
- A commitment to continuous improvement in human resource management, including a focus on performance measurement.
- Optimum use of technology.

3.3.6 Best Practice

Best Practice is a key feature of the Department's workplace reform agenda for schools.

The parties recognise that enterprise bargaining is a major vehicle, but not the only vehicle to progress Best Practice and workplace reform. The parties commit to pursue Best Practice as a philosophy of continuous improvement. Consistent with this commitment, the parties recognise that Best Practice extends well beyond the contents of the enterprise bargaining agreement to influence the very essence of the approach to work, management and service delivery.

The parties will facilitate the progression of Best Practice during the life of the agreement by establishing a framework which integrates programs, policies and consultative mechanisms. The key components of this framework are:

- *consultative structures* – the central "Umbrella" consultative committee being the peak employee relations consultative body for the Department. It will link with existing consultative mechanisms at a central level and will be supported by local committees at school level.
- *school management projects* – the parties agree to advance the Department's school-based management agenda through sector wide initiatives (e.g. management of utility costs) and a series of pilot projects in schools (e.g. flexible staffing) detailed within this Appendix.
- *facilitative provisions* – which provide the capacity for local workplaces to pursue Best Practice approaches which conflict with centrally regulated employment conditions or work practices;
- *"Workplace Reform in Schools Program"* – an internally generated program which will support those

schools involved in school management pilot projects and other projects which have the potential to demonstrate a Best Practice approach to work, management and service delivery.

3.4 Workplace Reform Initiatives

3.4.1 School-Based Management

The parties to this Appendix are committed to a program of long term workplace reform which enhances educational outcomes for students. A progressive path towards school-based management, within an established vision and guiding principles, is a central component of the Department's long term workplace reform agenda. School-based management is a significant workplace reform initiative which has the potential to enhance the efficiency and effectiveness of school operations in the medium to long term.

The underlying basis for progressing school-based management is a recognition that school employees and members of the school community are best positioned to determine management processes and service delivery which best address local requirements and expectations. School-based management will be characterised by collaborative decision making processes, which result in decisions tailored to enhance management and educational outcomes at the school and are consistent with broad policy parameters and the corporate priorities of the Department.

3.4.2 Principles of School-Based Management

The parties to this Appendix are committed to pursuing a model of school-based management which considers and addresses the unique characteristics and requirements of DET. To achieve this objective the parties agree that the following principles will provide the direction for the Department's approach to school-based management:

- school-based management will reinforce the focus on the Department's core business of learning and teaching. As with other major elements of the Department's reform agenda, school-based management is intended to enhance student educational outcomes;
- responsibility for decisions will be moved as close to the point of implementation as possible. The transition towards school-based management and the rate of change is not constant for all schools. The Department's model of school-based management will recognise the size, location and individual characteristics of schools in determining where functions and responsibilities should reside;
- school-based management will be characterised by collaborative decision making. School-based management will be a process where careful consideration is given to the most appropriate location of functions and responsibilities. Movement of functions will occur in both directions between schools and central and regional offices, and will reflect a balance between efficiency and responsiveness;
- school-based management will occur within a systemic framework;
- the movement towards school-based management is a long-term continuous and incremental process;
- the availability and development of systems and technology will mediate the pace with which the Department can move towards school-based management;
- the path towards school-based management will reflect the principles of a Best Practice approach to work management and service delivery, as prescribed in *3.3 Best Practice in Education*; and
- school-based management will be accompanied by increased accountability requirements to the community, department and government.

3.4.3 Opportunities to Progress School-Based Management

Broad avenues have been identified as providing opportunities to progress school-based management. The parties are committed to maximising the opportunities which these avenues may provide. The avenues are:

- specific reform initiatives as detailed in this appendix (e.g. the capacity for schools to vary hours of instruction); and
- initiatives implemented at an individual school level in the normal manner of staff seeking to adopt Best Practice to work, management and service delivery.

3.4.4 School-Based Management Model

The path towards school-based management is a long term and continuous process.

The parties acknowledge the progress made to date implementing a progressive approach to school-based management through pilot projects implemented under the *Department of Education Operational Areas Certified Agreement 1994*. The parties agree to cooperate in the implementation of this initiative.

This cooperation will involve participation in refining the model of school-based management. As such, the parties are committed to the following implementation parameters:

Staffing

The parties acknowledge that flexibility is required at the school level. So as to attain this flexibility, the unions acknowledge that DET requires the ability to modify or alter local staffing arrangements in accordance with local needs.

The parties acknowledge that flexible staffing arrangements will be determined at a local school level and will occur in accordance with the following parameters:

- funds allocated to staff must be used for the employment of staff;
- changes to staffing mix shall only occur in the event of a substantive vacancy;
- any variation to the staffing mix will be subject to all other guarantees being met;
- variations to the staffing mix will only occur following endorsement by the LCC (where an LCC is required) and a majority of staff. Variations must be approved by the School Council (if established), and the Regional Director and submitted to the ECC for approval;
- the parties agree to establish a framework to streamline the ECC approval process; and
- the terms and conditions of all employees shall be in accordance with applicable industrial instruments, Directives as issued by the Industrial Relations Minister in accordance with section 54(1) of the *Public Service Act 2008* and Directives issued by the Commission Chief Executive in accordance with section 53 of the *Public Service Act 2008*. Any new positions shall be subject to job evaluation in accordance with a Directive (as amended) relating to recruitment and selection issued by the commission chief executive in accordance with section 54(1) of the *Public Service Act 2008*.

School Councils (if established)

Staff shall be represented by elected representatives on school councils in numbers or proportions as determined by the formal consultation process.

The role of the school council will focus on the broad strategic direction of the school with day to day management remaining the responsibility of the principal.

The school council shall have no role in the appointment, transfer, termination, salary or conditions of employees other than the participation of the school council representative as part of the Department's selection panel for the principal of the school.

Transfer

Transfers shall continue to be subject to the existence of a suitable vacancy in the area.

DET is further committed to the continuation of the existing transfer policy for school support staff in schools.

Monitoring Procedures

In order that the guarantees in this document can be properly monitored DET will provide to the relevant unions the allocative methodology used as the basis for staffing schools, including allocation of services.

Where available, a breakdown of information by district and sector will also be provided.

3.5 Workplace Reform in Schools Program

The parties agree to continue their coordinated approach to school-based management which is consistent with the overarching principles and direction outlined in *3.2 Consultation*. A dedicated Workplace Reform in Schools Program is established to support this coordinated approach.

The objectives of a Workplace Reform in Schools Program are to:

- (a) pilot a range of reform initiatives in schools which support the Department's reform agenda and satisfy the overarching principles for school-based management;
- (b) encourage schools to develop and action research alternative and innovative approaches to work organisation, management and service delivery within a systemic policy framework;
- (c) monitor, support and evaluate pilot and action research projects to determine their potential for broader application;
- (d) communicate the content, progress and outcomes of Best Practice initiatives across the state to enable other schools to consider implementation; and
- (e) develop a culture of continuous workplace improvement and promote a learning environment.

The measurement of productivity for workplace reform purposes should be based on the following simple principles. Performance indicators should:

- (a) facilitate the measurement of a combination of direct, quantifiable factors and indirect, qualitative factors which will demonstrate performance enhancement;
- (b) be output / outcome focussed;
- (c) be simple, easy to interpret and able to be managed at the workplace;
- (d) be relevant and meaningful to the workforce; and
- (e) be linked to the achievement of organisational objectives.

These principles aim to foster a culture which promotes devolved responsibility for performance management as the foundation for Best Practice and continuous improvement.

3.6 Facilitative Provisions

A facilitative provision is necessary to allow for the variation of employment conditions or work practices at the school or workplace in order to meet the objective of this Appendix. The following procedures shall apply:

- (a) the implementation of changed employment conditions or work practices shall be negotiated between the Principal / supervisors and all employees who would be directly affected in line with consultative mechanisms;
- (b) employees may be represented by their local union delegate/s and shall have the right to be represented by their union official/s;
- (c) conditions of employment or work practices provided for in facilitative provisions can only be implemented by agreement;
- (d) all employees directly affected must be consulted as a group and the relevant union/s notified at least 7 days in advance regarding any proposal;
- (e) in the process of determining to vary work practices or employment conditions, appropriate consideration must be given to the potential impact upon employees with family responsibilities, occupational health and safety issues and on other employee groups;
- (f) in determining the outcome neither party should unreasonably withhold agreement;
- (g) agreement is defined as obtaining the agreement of the majority of employees affected, however it is acknowledged by the parties that consensus should wherever possible be the basis for agreement;
- (h) any such proposal shall be subject to ratification by the ECC prior to implementation;
- (i) any such agreement reached must be documented, and must incorporate a review period. A copy of such agreement must be forwarded to the relevant union/s and the ECC; and
- (j) basic employment conditions, such as the normal weekly pay of employees, hours of duty, recreation leave, sick leave, long service leave and other leave entitlements, shift and weekend penalties and authorised overtime cannot be varied by this process.

3.7 Administrative Practices – Facilities Management

The parties are committed to the efficient use and management of physical assets within the Department consistent with corporate goals and objectives and in compliance with relevant legislation, Acts, directives, financial management strategies and initiatives. As a consequence, the following objectives shall be pursued by all employees of DET where relevant and appropriate:

- (i) implement demand management strategies to improve the match between student capacity and school enrolment;
- (ii) reduce facility related outgoings and/or revenue generation through retirement, disposal or alternative use of surplus and obsolete assets;
- (iii) joint development, multiple usage, partnering and similar sharing arrangements with compatible users and through competitive service delivery arrangements;
- (iv) improve energy management practices;
- (v) improve practices in the consumption of water;
- (vi) improved efficiency in facility utilisation;
- (vii) reduce incidence of false alarms and security breaches;
- (viii) reduce calls for unplanned maintenance works; and
- (ix) improve local management of fire safety and workplace health and safety issues to reduce the need for external intervention.

3.8 Language Allowance

Payment of language allowance at the rate of \$569 per annum for school support staff whose duties require translation and interpretation skills and who meet the requirements of Language Aide of the National Accreditation Authority for Translators and Interpreters or other equivalent qualifications as determined from time to time by the Chief Executive Officer on the recommendation of the ACC.

3.9 Organisational Health

- (a) The parties commit to joint cooperation in a continuation of efforts to improve organisational health, at school or work unit level, and at the individual employee level. The parties acknowledge that a preventative approach to organisational health issues is critical to the maintenance of healthy workplaces. The parties further agree that a risk management approach to the improvement of organisational health will be a central component of the programs and strategies implemented at school and work unit level.
- (b) During the life of this agreement the parties will continue to develop programs and strategies addressing the following broad areas:
 - (i) reduction in the incidence and duration of workplace injury;
 - (ii) reduction in the incidence of workplace stress;
 - (iii) improved processes to manage employee rehabilitation and return to work;
 - (iv) improved employee well-being as measured through reduced absences and employee opinion surveys; and
 - (v) improved data management and reporting systems.

PART 4: DET – STATE SCHOOLS PORTFOLIO

Therapy Employees servicing Schools and Other Education Facilities, and School Support Staff and Employees of Other Educational Facilities, specifically:

- *Business Services Managers;*
- *Employees engaged under the Administrative Stream of the Queensland Public Service Officers and Other Employees Award – State 2015;*
- *Science Operations Officers;*

- *Employees engaged under the Technical Stream of the Queensland Public Service Officers and Other Employees Award – State 2015;*
- *School Computer Technical Officers;*
- *Schools Officers;*
- *Agricultural Assistants;*
- *Unit Support Officers;*
- *Support Officers;*
- *Boat Officers; and*
- *Marine Program Officers.*

4.1 Hours of Work Arrangements

4.1.1 Definitions

Ordinary Hours means as per the relevant Award.

Accumulated Time means the time worked in excess of Ordinary Hours in any day and within the daily spread of hours.

Accumulated Day Off (ADO) means a day taken between Monday and Friday, without debit to any Leave account.

Hours of Duty means the hours determined by negotiation, during which employees may work.

Employee means, for the purpose of these arrangements, all Permanent and Temporary Employees listed as being subject to this Part.

Employer means the Director-General of DET or the Principal of a School or a School Support Centre coordinator acting as the delegate of the Director-General of DET in facilitating the implementation of these arrangements where the context so demands.

Leave means ADO Leave, Recreation Leave, Long Service Leave and time off in lieu.

Spread of Hours means time worked between 6.00am and 6.00pm Monday to Friday inclusive.

Temporary Employee means any employee engaged pursuant to section 148 of the *Public Service Act 2008* for fixed periods. Temporary Employees engaged for less than one School term may accrue ADO as agreed between the employee and the Principal.

School Vacation Periods means any vacation period that is determined a scheduled student vacation period by the Chief Executive.

School includes, for the purpose of these arrangements, all State Secondary Schools, State Primary Schools, P-10/12 Schools, Educational Facilities, State Special Schools and School Support Centres, excluding State-wide School Support Centres.

4.1.2 Hours of Duty Arrangements

- Generally accrued Leave is to be taken during School Vacation Periods, however leave can be availed of in School terms consistent with the Department's work-life balance policy and subject to operational convenience. Requests for such leave shall not be unreasonably withheld.
- Agricultural Assistants, Unit Support Officers and Support officers may be required to take Annual Leave subject to operational convenience following consultation with the employee.
- An Accumulated Day Off (ADO) arrangement shall operate on the basis of a 12 month cycle, beginning on

the first day of the pupil-free days in January and extending through to the day before the corresponding pupil-free day in the next year.

- (d) The employer and all employees concerned in each School shall consult over the most appropriate means of implementing Hours of Duty arrangements.
- (e) The objective of such consultation shall be to reach agreement on the method of implementing Hours of Duty arrangements in accordance with these arrangements.
- (f) Agreement will not be unreasonably withheld by either the employee or employer.
- (g) The outcome of such consultation will be recorded in writing.
- (h) An ADO agreement may be altered by mutual agreement. Agreement should not be unreasonably withheld.
- (i) In determining the ADO agreement the employer shall:
 - ensure ADO arrangements meet the needs of the School;
 - consider the health and safety of staff when requiring staff to work during vacation periods;
 - consult on the requirement to work specific hours before directing an employee to work those hours;
 - where the working of particular hours is not suitable to an employee on a given day, take into account whether other staff are available and competent to perform this work;
 - take into account the employee's work-life balance including community commitments;
 - consider other leave that is to be taken throughout the year;
 - provide the ability to accrue sufficient ADO to cover leave on vacation periods whilst avoiding accrual of excessive leave balances; and
 - provide access to a minimum of 12 days ADO accrual in a year for employees working a 38 hour week.
- (j) Subject to operational convenience an employee may apply for leave without pay to cover vacation periods as required, rather than accruing ADO time. Where ever possible this must occur at the beginning of the 12 month cycle.
- (k) The maximum ADO balance at any one time must not be more than 12 days for full-time employees and a pro- rata maximum for part-time employees, except in exceptional circumstances, as agreed between the employer and employee. Therapists may accrue additional days to provide for flexibility, subject to operational requirements.
- (l) The employer must ensure an employee who resigns, retires or otherwise ceases duty has utilised all accumulated time upon cessation of duty.
- (m) When an employee is required by the Department to change School locations the employees ADO balance must move with them.

4.1.3 Negative Balances

- (a) Employees may enter into a negative ADO balance in exceptional circumstances such as extended sick leave (greater than four weeks) or other extended absences agreed to between the school and the employee concerned.
- (b) This debit may be carried forward into a new School year.
- (c) Provided that such negative balance of hours is reduced to a zero balance within a period of 12 months from when the negative balance occurs.
- (d) An employee must not have a negative balance of more than 30 ADO hours at any time.
- (e) Negative balances on termination of employment may be deducted from the final wages on a time for time basis.
- (f) The employer must allow an employee who resigns, retires or otherwise ceases duty, to attempt to reduce the negative ADO balance prior to cessation.

4.1.4 Overtime

All overtime shall either be paid for in accordance with the relevant Award or, by mutual agreement between the employer and employee, compensated by the granting of equivalent time off in lieu on a time for time basis.

4.1.5 Surplus Hours – ADO/TOIL

In most circumstances employees should have a zero balance of ADO and TOIL hours at the beginning of each twelve month cycle. Where employees have or will have hours in surplus of those required for the twelve month cycle, then the following procedure will apply:

- (i) By the end of term 3, the employee and the Principal shall meet to review the ADO agreement and discuss access to the surplus hours to develop a plan to manage the surplus hours prior to term 4 summer vacation.
- (ii) Where such hours have been applied for and refused prior to the December vacation period, then such surplus hours shall be either paid out to the employee at ordinary time rates of pay (on a time for time basis) or carried over to the next twelve-month period. The decision to have a payout is solely at the discretion of the employee. Where surplus hours are carried over, such hours must be taken off within that period of twelve months.

4.1.6 Compassionate/Emergent Leave for Employees covered by the *General Employees (Queensland Government Departments) and Other Employees Award – State 2015*

- (a) A employee covered by the *General Employees (Queensland Government Departments) and Other Employees Award – State 2015* shall be entitled to access ADO time (including a negative balance) to obtain up to three days paid leave per annum, non-cumulative, for compassionate grounds or emergent reasons.
- (b) An additional two days paid leave per annum, non-cumulative, for these purposes may be granted at discretion of the principal / site manager or delegate. The additional leave will only be granted where an employee agrees to make up this time through the current ADO arrangements within the school year, or where this is not practicable to do so, within 12 calendar months from the date of taking such leave.
- (c) In circumstances where an employee ceases work for whatever reason and time associated with this leave has not been made up, the Department may, at its discretion, deduct the equivalent cost of such leave from the employee's termination pay.

4.1.7 ADO and Workers' Compensation

- (a) Any ADO time rostered to be worked whilst on leave to claim workers compensation must be credited to the employee's ADO balance. Provided that where the employee is subsequently absent on leave claiming workers' compensation during any agreed ADO days after being credited with ADO hours, the employee must be deemed to have taken those ADO days.
- (b) Where an employee has actually worked ADO hours and is subsequently absent on workers' compensation leave during any ADO days, the employee may take accumulated ADO hours at a time mutually convenient to the employee and the principal.
- (c) Claims sent to WorkCover Queensland must only reflect the Ordinary Hours that the employee was rostered to work during any absence on leave to claim workers compensation.

PART 5: DET – STATE SCHOOLS PORTFOLIO

School support School-Based Employees and Employees of Other Education Facilities, excluding Community Education Counsellors and those Employees covered in Part 4.

5.1 Hours of Work Arrangements

- (a) Accumulated Days Off (ADO) arrangements provide a system which allows school support employees to work additional time during periods of higher work demands in order to access days off during periods of lower demands (generally School Vacation Periods).
- (b) ADO arrangements enable the workforce to respond to client needs while providing benefits to employees through more flexible work arrangements. Such flexible work arrangements will be of particular benefit to employees with family responsibilities.

- (c) ADO arrangements shall operate on the basis of a calendar year cycle.
- (d) ADO arrangements allow employees to accumulate additional days off through working additional time on a basis agreed to between the principal and school support employees at the school. This may be on a daily, weekly or monthly basis.
- (e) The principal and employees at the school must negotiate the method by which time is to be accumulated in order to take 12 days off with pay.
- (f) The 12 ADO days must be utilised during School Vacation Periods other than the Summer Vacation period (as these employees will still be required as a condition of employment to utilise their annual leave entitlement during the Summer Vacation period unless approval is granted by the principal and region to vary this arrangement in extenuating circumstances) without debit to recreation leave entitlements on the following basis:

Easter (April) vacation period - 2 days

Winter (June) vacation period - 5 days

Spring (September) vacation period - 5 days

- (g) The number of ADOs may be varied at the school level through use of the facilitative provisions as prescribed in 3.6 *Facilitative Provisions* and is not limited to 12 days per annum. In exceptional cases, where actions by the Department prevent a person accessing ADO time within the calendar year period, approval may be given to carry over the time that has not been exhausted into the next calendar year.
- (h) The principal and all employees concerned in each school shall consult over the most appropriate means of implementing ADO arrangements.
- (i) The objective of such consultation shall be to reach agreement on the method of implementing Hours of Duty arrangements and on which days are to be availed of as ADO days. Such agreement shall not be unreasonably withheld by either party.
- (j) In order to determine the number of hours required to be accumulated by employees, the number of ADO days should be multiplied by the number of Ordinary Hours per day.
- (k) In determining ADO arrangements, wherever practicable, the principal shall:
 - consult on the requirement to work specific hours before directing an employee to work those hours;
 - where the working of particular hours is not suitable to an employee on a given day, take into account whether other staff are available and competent to perform this work;
 - take into account the needs of workers with family responsibilities or disabilities;
 - take into account occupational health and safety implications;
 - provide timely notice of the requirement to work in excess of Ordinary Hours; and
 - take into account the employees' current levels of Accumulated Time.
- (l) Accumulated Time shall only be granted to employees when it has been accrued unless agreed between the employee and the principal.
- (m) Any time rostered to be worked on sick leave, public holidays and special leave with or without pay will not be credited as ADO time. In the above circumstances, employees will be provided with the capacity to work additional time to enable ADOs to be taken with full pay.
- (n) Any ADO time rostered to be worked whilst on leave to claim workers' compensation must be credited to the employee's ADO balance. Provided that where the employee is subsequently absent on leave claiming workers' compensation during any agreed ADO days after being credited with ADO hours, the employee must be deemed to have taken those ADO days.
- (o) Where an employee has actually worked ADO hours and is subsequently absent on workers' compensation leave during any ADO days, the employee may take accumulated ADO hours at a time mutually convenient to the employee and the principal. No relief will be available in such circumstances.
- (p) Claims sent to WorkCover Queensland must only reflect the Ordinary Hours that the employee was rostered to work during any absence on leave to claim workers compensation.
- (q) The employer must ensure an employee who resigns, retires or otherwise ceases duty has utilised all Accumulated Time upon cessation of duty. In those circumstances in which an employee has a debit ADO balance upon separation of employment, an adjustment will be made to any remuneration from

- entitlements owing at that time.
- (r) Employees will however, have the ability to transfer Accumulated Time off between school locations.
 - (s) Employees without access to emergent/compassionate leave may access up to 3 ordinary days of ADO time in any one year provided that prior approval is obtained from the principal on each occasion. Arrangements to accumulate additional time to compensate for the leave must be negotiated.
 - (t) In exceptional cases, where actions by DET prevent a person accessing ADO time within the calendar year period, approval may be given to carry over the time that has not been exhausted into the next calendar year.
 - (u) To ensure that the interests of all parties are protected, the ADO arrangements and variations to those arrangements should be formally recorded.

PART 6: DET – STATE SCHOOLS PORTFOLIO

School support Staff of Other Educational Facilities, specifically:

- *Business Services Managers;*
- *Employees engaged under the Administrative Stream of the Queensland Public Service Officers and Other Employees Award – State 2015;*
- *Science Operations Officers;*
- *Employees engaged under the Technical Stream of the Queensland Public Service Officers and Other Employees Award – State 2015; and*
- *School Computer Technical Officers.*

6.1 Professional Development

6.1.1 School-based employees are entitled to equitable access to the professional development allocations at the school level for learning and development. Professional development training for all school staff will be incorporated into the school professional development plan.

Individual professional development plans will be negotiated and agreed between school support staff and their supervisors in accordance with the Developing Performance Framework to incorporate the following:

- employees will be provided with a minimum of two paid attendance days leave per year (or equivalent time) for the purpose of accessing approved professional development and training programs. Part-time employees will access this at a pro-rata rate;
- this two day entitlement may be inclusive of mandatory training if identified in the individual's professional development plan;
- in some areas and at some times operational convenience may require release during term time. Adequate travel time will be given for employees in remote and isolated sites. Consideration will be given to delivering alternative modes of training; and
- training will not be unreasonably withheld.

The parties continue to commit to identify and facilitate access to accredited training opportunities specific to the role of Science Operations Officer within six months of the certification of this agreement. Where accredited training opportunities specific to the Science Operations Officer role are not currently available, the parties will work together to develop such a program over the life of the agreement.

6.2 JEMS Processes

The parties agree to jointly review the application of the Job Evaluation Management Systems (JEMS) methodology as it relates to employees covered by this schedule and monitor the process and outcomes of individual JEMS applications through the ACC.

The Department will make every reasonable endeavour to ensure JEMS applications are processed in a timely manner.

Where an officer requests a JEMS evaluation of their position, the outcome of this evaluation does not form part of the Workplace Reform (WPR) process.

6.3 Administrative Assistance Enhancement Program (AAEP) Hours Guarantee

AAEP hours guaranteed and made permanent pursuant to clause 6.3 of the State Government Departments' Certified Agreement 2009 continue to be permanent and guaranteed under this agreement.

Administrative Assistance Enhancement Program hours will continue to be guaranteed when reallocated to existing or new administrative officers (AAEP).

No existing permanent part-time administrative officer (AAEP) shall have their weekly hours compulsorily reduced so that another administrative officer (AAEP) can have their hours increased / maintained.

In the event of a reduction in school's allocation of Administrative Assistance Enhancement Program hours, surplus guaranteed hours can be reduced within 4 weeks through:

- maintenance of guaranteed level of hours through the reallocation of "other" hours;
- voluntary reductions in guaranteed hours for work-life balance reasons;
- reduction in hours of work for casual staff; and
- required transfer within 50 minutes of the employees place of residence.

In addition to the information provided in clause 7.3 *Organisational Change and Restructuring* sub point (5) of the *State Government Departments Certified Agreement 2009*, the Department agrees to report to unions on a quarterly basis the ongoing length of service of all temporary and casual employees.

6.4 Employment Security Administrative Assistance Enhancement Program (AAEP)

Priority consideration for filling AO2 school-based administration positions is:

- a) current permanent AO2 AAEP employees are to be given priority consideration when a school becomes eligible for an AO2 full-time equivalent (FTE) administrative officer due to the increase in student enrolments;
 - Where more than one AO2 AAEP is eligible for priority consideration the position is to be offered to both employees on a permanent part-time job share arrangement or;
 - Where agreement cannot be reached a closed merit selection process is to be undertaken.
- b) required transfer;
- c) compassionate transferees (exceptional hardship);
- d) requested transferees; or
- e) proceed to an open merit selection process.

6.5 Pay Levels of Newly Appointed Science Operations Officers

The appointment of external applicants (that is an applicant who is not already an officer) may be to a pay point within a level based on recognition of skills, knowledge and abilities of the applicant.

To promote flexibility within appointment decisions, all vacant Science Operations Officer positions shall be advertised at the combined OO2 / OO3 level. This will enable the selection panel to negotiate salary levels with external applicants based on a similar pay range that applies under the administrative stream.

An external applicant with a relevant degree qualification shall be appointed at OO3 (4), this being equivalent to the pay level of appointments of applicants with a degree qualification under the administrative stream.

6.6 Science Operations Officers - Classification Structure

Science Operations Officers' progress in accordance with the following:

Employees identified for Red Circling in accordance with the *State Government Departments Certified Agreement 2006* and who were employed as a Scientific Assistant as at 2 May 2005 continue to apply the Red Circling arrangement. This arrangement allows for an OO3 paypoint 4 employee, following 12 months service, to receive an equivalent salary to OO4 paypoint 1.

Certificate III qualifications are required to advance to OO3 level (excluding those employees identified for Red Circling). Advancement to OO3 will be automatic once one year has been completed at OO2 paypoint 4 provided the qualification is obtained prior to the date of advancement.

Access to the qualification allowances (or equivalent increment) will be in accordance with the Agreement criteria for Recognition of Accredited Qualifications.

Level	Paypoint	Wage per fortnight* / Requirements
OO2	1	1693.90
	2	1735.20
	3	1777.40
	4	1819.50
Certificate III Allowance	\$20	1839.50
Certificate III Barrier		12 months service at OO2-4 plus Certificate III / RPL [^]
OO3	1	1845.20
	2	1879.20
	3	1917.20
	4	1957.20
Certificate IV Allowance	\$41.50	1998.70
Certificate IV Barrier		12 months service at OO3-4 plus Certificate IV / RPL [^] plus merit selection
OO4	1	2040.20
	2	2106.80
	3	2173.80
	4	2239.90
Diploma Allowance	\$42.80	2282.70

[^] RPL – Recognition of Prior Learning

* Above pay rates based on 1 August 2009 rates and will increase as per this agreement.

Basic Criteria

- Certificate III / Recognition of Prior Learning (RPL) is required to advance to OO3 following 12 months service at OO2(4).
- Certificate IV / RPL is required to advance to OO4 after 12 months service at OO3(4).
- Performance of duties at OO4 for positions to be made available.
- Merit selection for positions at OO4.

6.7 Business Services Manager (BSM) Broadbanding Arrangements

Broadbanding of Business Services Manager (BSM) positions will involve the grouping of adjacent bands in order that a person appointed on merit or transferred at level to a school with a particular classification of BSM may progress to the higher classification in cases where the position has been re-evaluated to a higher classification;

Provided that such progression will not be possible where the position is reclassified from level 5 of the

administrative stream to level 6 of the administrative stream;

Provided further that a BSM shall be eligible for only one such progression in accordance with this provision without an appointment to a higher classification through a merit selection process.

PART 7: DET – STATE SCHOOLS PORTFOLIO

School support Staff and Employees of Other Educational Facilities, specifically:

- *Schools Officers;*
- *Agricultural Assistants;*
- *Unit Support Officers;*
- *Support Officers;*
- *Boat Officers; and*
- *Marine Program Officers.*

7.1 Professional Development

The Department commits to continue an induction program for Schools Officers in consultation with unions, including with regard to scope, content and delivery.

School-based employees including Schools Officers are entitled to equitable access to the professional development allocations at the school level for learning and development. Professional development training for all school staff will be incorporated into the school professional development plan.

Individual professional development plans will be negotiated and agreed between school support staff and their supervisors in accordance with the Developing Performance Framework to incorporate the following:

- Employees will be provided with a minimum of two paid attendance days leave per year (or equivalent time) for the purpose of accessing approved professional development and training programs. Part-time employees will access this at a pro-rata rate.
- This two day entitlement may be inclusive of mandatory training if identified in the individual's professional development plan.
- In some areas and at some times operational convenience may require release during term time. Adequate travel time will be given for employees in remote and isolated sites. Consideration will be given to delivering alternative modes of training.
- Training will not be unreasonably withheld or approval unreasonably withdrawn.

PART 8: DET – STATE SCHOOLS PORTFOLIO

Schools Officers

8.1 Hepatitis A & B Vaccinations

The Department is committed to the full implementation of its Infection Control Policy, which includes vaccination procedures for Hepatitis A and B. In acknowledging this policy, the Department will facilitate and pay for the cost of Hepatitis A and B vaccinations for all schools officers, upon request.

It is agreed that should any schools officer receive a vaccination and subsequently resign within three months, the Department may, at its discretion, deduct the cost of such vaccination from the schools officer's termination pay.

8.2 Schools Officers - reviews and consultative arrangements

The parties agree that the ACC or a subcommittee will, with respect to employees covered by this schedule:

- consider outcomes of the Work Level Standards Trial, to ascertain whether the Department's currently available JEMS process for Schools Officers is able to be modified or complemented by other forms of job assessment
- consider the trial of a Schools Officers network undertaken under the State Government Departments' Certified Agreement 2009 and any outcomes that could be implemented.
- monitor the general application of the currently available JEMS methodology to individual employees who request a JEMS evaluation of their role; and
- consider other matters as agreed between the parties.

PART 9: DET – STATE SCHOOLS PORTFOLIO

Therapy Services

9.1 Career Pathways, Support Structures and Service Delivery

9.1.1 Review of Career Pathways and Support Structures

The parties agree, through the ACC, to consider career pathways and support structures and the review undertaken under the State Government Departments' Certified Agreement 2009 and any outcomes that could be implemented.

Further, the department supports the provision of these items to therapists and support options for better implementation and monitoring of these items during the life of the agreement.

- (a) Research in therapy in education;
- (b) Therapists to have appropriate access to administrative support;
- (c) Access to an appropriate work area (including a desk, chair and computer) at non-base locations for therapists;
- (d) Access to vehicles or appropriate compensation such as the Directive relating to kilometric allowance as issued by the industrial relations minister in accordance with section 54(1) of the *Public Service Act 2008*;
- (e) Consider other matters as agreed between the parties.

Additionally the Department will ensure the immediate provision of resources necessary for therapists to perform their duties including information and communication technologies (hardware and software), including laptop computers.

9.2 Attraction and Retention

The Parties will review strategies for the attraction and retention of therapists during the first 12 months of the agreement.

9.3 Professional Development

The Department will identify the specific professional development needs of therapists and facilitate appropriate access through leave arrangements and local and regional support. This professional development need may exceed the minimum entitlements below but should not provide a lesser entitlement than that which is provided for Therapists in Education below.

The Department is prepared to recognise an entitlement of a minimum of 2 days of general professional development time. This time may be taken in blocks of time based around the professional development activity or activities.

In addition, therapists will be granted a further entitlement of up to 3 days of professional development for

registration and / or continuing professional competency and / or service provision. This entitlement will only be for approved activities.

This time may be taken in blocks of time based around the professional development activity or activities. Parameters which may include guidelines and / or lists, of appropriate professional development for registration and/or continuing professional competency and / or service provision

For school-based therapists, this may comprise professional development activities scheduled during school vacations, but where appropriate approval is obtained and subject to operational needs, the activity may be undertaken during a school term.

Professional development activities may still be undertaken voluntarily outside rostered duty time during school terms.

Reasonable travel time in excess of that normally taken by the employee to travel to work will be recognised.

PART 10: DET – STATE SCHOOLS PORTFOLIO

School support Staff and Employees of Other Educational Facilities, excluding those Employees covered under Professional Development clauses within this Appendix

10.1 Professional Development and Training

The parties agree that quality professional development and training are essential for employees to maintain appropriate skill levels and to efficiently and effectively respond to the changes in the workplace.

The parties agree that the professional development and training agenda is an essential component of school-based management. The provision of quality professional development and training will assist all staff in efficiently and effectively responding to the challenges of Queensland school-based management.

Wherever practicable, for all other school staff, professional development and training should generally occur outside student contact hours but in normal working hours within school vacation periods. Staff and their supervisors should establish appropriate mechanisms to plan and access programs designed to increase skill levels.

APPENDIX 8: DEPARTMENT OF AGRICULTURE AND FISHERIES

Continuing, reviewed and updated provisions originally prescribed in the *Department of Primary Industries, Fisheries and Forestry - Certified Agreement 1997*

1. Revised Working Hours Arrangements

The “spread of hours” for day workers across the Department (excluding Queensland Boating and Fisheries Patrol) will be 6.00 am to 6.00 pm Monday to Friday. Within the spread of hours the normal operating hours of the Department will be determined by the Chief Executive.

2. Department of Agriculture and Fisheries (DAF) Progression Scheme

The progression scheme implemented under the *Department of Primary Industries, Fisheries and Forestry - Certified Agreement 1997* for professional and technical stream employees will continue to apply.

3. DPI Rural Area Incentive Scheme

The Rural Area Incentive Scheme implemented under the *Department of Primary Industries, Fisheries and Forestry - Certified Agreement 1997* will continue to apply.

Continuing, reviewed and updated provisions originally prescribed in the *State Government Departments Certified Agreement 2006* and new provisions under this Agreement

PART 1: QUEENSLAND BOATING AND FISHERIES PATROL

1. Hard Lying Allowance

Where Hotel/Motel accommodation is unavailable or impracticable, the employee will receive a non-indexed hard lying allowance of \$60.00 per night. Employees overnight on board vessels which are more than ten (10) metres in length will not receive hard lying allowance.

2. Response Unit Clothing Allowance

Employees of the Response Unit, who are engaged for exercising the duty of field surveillance work, will be paid a non-indexed allowance for clothing and laundry of \$200.00 per annum to compensate them for the requirement to wear civilian clothing during working hours. This allowance will replace the weekly uniform laundry allowance normally payable to these employees.

3. Time off in lieu of penalty rates for first 4 rostered Sunday shifts

- 3.1 The provisions of S1.2.1 (a)(ii) of the *Queensland Public Service and Other Employees Award – State 2015* (Extra payment for weekend work) shall only apply from the fifth rostered Sunday shift per financial year.

4. Marine Animal Response Team (MART)

- 4.1 The parties acknowledge the specialist skills of MART employees involved in the release of whales from Shark Control Program equipment.
- 4.2 To recognise these specialist skills, accredited MART employees, as identified on a register of accredited MART members, shall be paid a non-indexed allowance of \$500 per annum.
- 4.3 The allowance will be a lump sum payment, payable each year to accredited MART members.

Continuing, reviewed and updated provisions originally prescribed in the *DPI&F Fire Ant Control Centre – Certified Agreement 2006*

The Pest Eradication and Surveillance Allowance originally prescribed at clause 3.24 of the *DPI&F Fire Ant Control Centre Certified Agreement 2006* (CA/2007/40) is adjusted as follows:

- As from 1 September 2015 - \$ 46.30 per fortnight;
- As from 1 September 2016 - \$ 47.50 per fortnight;
- As from 1 September 2017 - \$ 48.70 per fortnight.

This allowance shall be paid for all purposes of the award, including recreation leave and overtime. This allowance shall only be paid to employees engaged on the following duties:

- all field work and associated duties;
- duties at headquarters for operational requirements; and
- suitable duties for those employees on approved WorkCover claims.

Continuing, reviewed and updated provisions originally prescribed in the *NRW Forest Products Certified Agreement 2007*

PART 1: APPLICATION

1.1 Application

1.1.1 These provisions shall apply to all employees of Forest Products excluding Senior Executives and Senior Officers.

PART 2: EMPLOYMENT CONDITIONS

2.1 Forest Management Certification Payments

2.1.1 Forest Products is committed to maintaining the accreditation of its forestry management system to a relevant standard, such as *The Australian Forestry Standard*. The Forest Management Certification Payments will be payable in connection with the maintenance of this accreditation.

2.1.2 Payment will be made subject to the demonstrated commitment of staff to the maintenance of certification through an annual audit process that assesses performance against stringent criteria for forestry management of timber production from an environmental, social, cultural and economic perspective within a continuous improvement framework. Staff commitment will be demonstrated through the adoption of best practice management standards and continuous improvement processes and the rectification of any issues raised through the audit process.

2.1.3 The relevant CC will review the progress of this accreditation during this Agreement.

2.1.4 All employees of Forest Products excluding Senior Executives and Senior Officers shall be paid the Forest Management Certification Payment on the following basis:

- from 1 September 2015: \$13.40 per fortnight;
- from 1 September 2016: \$13.70 per fortnight; and
- from 1 September 2017: \$14.00 per fortnight.

2.2 Work Away from Headquarters

- 2.2.1 Travelling and relieving allowances/expenses as provided for in the Directive relating to Domestic Travelling and Relieving Expenses issued and amended by the Minister responsible for industrial relations under section 54 of the *Public Service Act 2008* shall apply to full-time and part-time general employees.
- 2.2.2 Employees who are required to camp and are entitled to camp allowance will be paid the rate prescribed in clause 13(d)(ii)(B) of the *General Employees (Queensland Government Departments) and Other Employees Award – State 2015* in lieu of camp allowance when they are required to camp in departmental barracks away from their normal headquarters overnight.
- 2.2.3 Employees who are classified as permanently engaged on firebreak/road construction and maintenance work are entitled to the rate prescribed in clause 13(d)(ii)(B) of the *General Employees (Queensland Government Departments) and Other Employees Award – State 2015* when they travel away from their normal headquarters overnight and stay in a departmental barracks.

2.3 Local Workplace Agreements

- 2.3.1 Changes to existing employment conditions which contribute to increased productivity and employee benefits can be initiated by employees and management through consultation at the workplace. Local union delegate(s) and/or officials may assist employees to develop a proposal, as appropriate. Proposals are to be formally documented, including any trial or sunset arrangements. Such proposals are to be forwarded to the relevant CC.
- 2.3.2 The relevant CC shall review, and may refine proposals as necessary. Subject to acceptance of the proposal by the relevant CC, a jointly agreed information statement will be provided to affected employees outlining issues and explaining reasons for any changes made to the proposal prior to ballot.
- 2.3.3 Implementation of local workplace agreement initiatives requires the support of the affected employees by means of:
 - (a) a ballot with an outcome (for work groups) of 75% of affected employees in a work group being in favour of the proposed Local Workplace Agreement; or
 - (b) the employee(s) concerned, if the matter does not require a work group approach.
- 2.3.4 The relevant CC will subsequently approve the commencement of, and monitor the results during, local workplace agreement initiatives.

2.4 Fire Management

- 2.4.1 The Fire Management provisions herein shall apply to all staff in Forest Products who have a current accreditation for Fire Fighting Level 1 or have been trained in Logistical and Operational Support for Incident Control.
- 2.4.2 The parties recognise that fire management is an integral part of departmental business and work activities.
- 2.4.3 In recognition of competencies required by staff to protect State assets, an all-purpose allowance shall be paid to all permanent employees where a current accreditation for Fire Fighting Level 1 is held or where the employee has been trained in Logistical and Operational Support for Incident Control.
- 2.4.4 The all-purpose allowance shall be paid on the following basis:

from 1 September 2015: \$23.20 per fortnight;
from 1 September 2016: \$23.80 per fortnight; and
from 1 September 2017: \$24.40 per fortnight.

- 2.4.5 The allowance will also be paid to temporary and casual employees who are required by the Department to undertake fire fighting and/or fire support duties as part of an operational role.
- 2.4.6 The allowance will be paid on the following basis:
- (a) General employees, salaried field staff and salaried office staff located at centres within Forest Products' Forest Management Areas will be paid for the entire year in recognition of their front line fire management role including wild fire control and prescribed burning activities that may be undertaken throughout the year.
 - (b) Salaried office based staff located in Brisbane will be paid the allowance during the normal Forest Products declared summer fire season of 1 August to 31 January in recognition of providing back up fire fighting and support services during this high risk period.
- 2.4.7 Management will determine the allocation of employees to undertake either the fire fighting accreditation training or the logistics training. This determination will be made in consultation with staff concerned, taking into consideration work place health and safety assessments and the requirements of the organisation. Staff in receipt of the allowance must be ready, willing and able to undertake fire management duties relative to their training.
- 2.4.8 The Department will ensure fire fighting training or logistics training is provided within three (3) months of each new employee commencing employment where the need for such training has been identified.
- 2.4.9 During the life of this Agreement Forest Products will ensure fire fighting for accreditation purposes and logistical and operational support training will be available.

APPENDIX 9: DEPARTMENT OF NATIONAL PARKS, SPORT AND RACING

Continuing, reviewed and updated provisions originally prescribed in the *Environmental Protection Agency (Rangers) - Certified Agreement 2004*

1. Employment Conditions

1.1.1 Training

1.1.1 The department agrees to deliver mandatory core skills training to rangers through the Conservation and Land Management Program, where possible. Provision and updating of this training will be recognised and funded as a departmental priority. These courses will cover the following for ranger employees: -

- Fire Response
- Chainsaw
- Law enforcement
- Occupational health and safety (OHS) (including first aid)
- Conflict management (including verbal conflict or equivalent course)
- Incident control (available to staff nominated by management)

1.1.2 New employees will receive all mandatory core training pertaining to his/her position within two years from commencement of permanent employment with the Queensland Parks and Wildlife Service (QPWS). The department agrees to ensure that the existing skills and qualifications of ranger staff are kept up to date.

1.1.3 The department continues its commitment to provide management development programs to employees who have ongoing supervisory responsibilities for three or more employees. This program will be made available to employees during the life of this Agreement.

1.2 Alternative methods for reporting for duty

1.2.1 Currently clause 26(a) of the *Parks and Wildlife Employees Award – State 2016* provides that all employees will commence and cease duty at their usual headquarters and will be transported by the employer to and from the relevant areas of work. Alternative methods regarding working across various parks may be introduced subject to agreement between the parties. The department will work with workplace union delegates and union officials to determine appropriate location clusters to enable efficient and effective utilisation of these arrangements.

No employee will suffer a reduction in the terms and conditions of their employment as a result of the introduction of any proposal within this clause (this excludes arrangements at clause 27 relating to travelling allowances).

Continuing, reviewed and updated provisions originally prescribed in the *State Government Departments Certified Agreement 2006*

2. Progression Scheme for OO2 Rangers

The department will continue the progression scheme for all permanent OO2 employees to progress to OO3 where the following criteria have been met:

- Possess a Certificate III in Conservation Land Management (CLM) or other relevant qualification,
- Appointed at OO2 pay point (Q) for a minimum of 12 months;

- Progression will not be an automatic right. Employees will be required to apply to the delegate for progression;
- Where an employee progresses to OO3 classification level the employee will be paid at the OO3 level, however the position will remain at OO2 classification level;
- Once progressed to OO3 the employee will advance through the pay points in accordance with the provisions of the Award and Agency policies.

Additionally to ensure that OO2 employees are provided with assistance to undertake a Certificate III Conservation Land Management or other relevant qualification, a training program based around the necessary skills and knowledge that will be necessary to complete the Certificate III in Conservation Land Management will be made available for OO2 employees. This training will cover issues such as verbal and written communication skills, research skills, and time management.

APPENDIX 10: QUEENSLAND POLICE SERVICE

Continuing, reviewed and updated provisions originally prescribed in the *State Government Departments Certified Agreement 2006*

PART 1: APPLICATION

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PART 2: DEFINITIONS, AND ALLOWANCES

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PART 3: CONSULTATION AND IMPLEMENTATION PROCEDURES

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PART 4: HOURS OF WORK – NON SHIFT EMPLOYEES

Hours of Work	4.1
Accumulated Time Arrangements (ATA)	4.2
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Occasional Shift work (performed by a non-shift employee) to meet operational requirements	4.5

PART 5: HOURS OF WORK – SHIFT EMPLOYEES

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Shift Work Arrangements	5.3
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PART 6: PART-TIME AND CASUAL EMPLOYEES

Part-time Employees	6.1
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PART 7: MISCELLANEOUS PROVISIONS

Fatigue Leave	7.1
Rest Pauses	7.2
Consolidation of Leave Loading for Non Shift Workers	7.3

PART 1: APPLICATION

1.1 Title

These provisions shall be known as the Queensland Police Service - Hours and Other Conditions of Employment – Staff Members.

1.2 Coverage

Parts 1 to 7 of these provisions shall be binding upon Queensland Police Service and public service employees (excluding members of the Senior Executive Service, contract employees, Police Liaison Officers, Torres Strait Island Police Support Officers, Members of the Police Pipes and Drums Band and Assistant Watchhouse Officers) and the Together Queensland, Industrial Union of Employees and others.

PART 2: DEFINITIONS AND ALLOWANCES

2.1 Definitions

accounting period shall mean a period of 28 consecutive calendar days.

accumulated time shall mean all authorised time worked, other than paid overtime, in excess of 7.25 hours per day:

Provided that in the case of General Employees, the usual daily hours in force at the effective date of this Appendix shall be inserted in lieu of 7.25 hours for the purposes of this definition.

Authorised travelling time shall also be included for the purposes of assessing accumulated time.

“Authorised travelling time” does not include time spent travelling to or from an employee’s usual place of residence, or in the case of residing away from home, the temporary place of abode.

Commissioner shall mean the Commissioner of the Police Service appointed pursuant to the provisions of the *Police Service Administration Act 1990* or delegate.

consultation is defined in Part 3 of this schedule.

equivalent time off wherever appearing shall be calculated on the basis of equal time off for actual time worked and shall not be computed time off on the basis of either paid overtime or weekend work penalty provisions.

Computed time means time and a-half or double time (depending on when overtime was actually worked) or, in respect of weekend work, whether work was performed on a Saturday or a Sunday.

General employee for the purpose of this Appendix only shall mean an employee whose conditions of employment are governed by the *General Employees (Queensland Government Departments) and Other Employees Award – State 2015* or the *Building, Engineering and Maintenance Services Employees (Queensland Government) Award – State 2016*

justifiable shall mean where there is sufficient and warranted reason.

The Commissioner or delegate shall determine the justification or otherwise. However, any decision in this regard should not be made without due regard for an employee’s circumstances balanced with the competing interests of the Service.

public service officer for the purpose of this Appendix only shall mean an employee whose conditions of employment are governed by the *Queensland Public Service Officers and Other Employees Award – State 2015*.

roster is a period of 28 consecutive calendar days.

shift work

- (i) **shift work (other than continuous shift worker)** shall mean work done by employees where the hours of work are regularly rotated in accordance with a roster which prescribes 2 or more shifts (day, afternoon or night) per day, but does not cover a 24 hour per day operation over a 7 day week.

- (ii) **occasional shift work (by a non-shift employee) to meet operational requirements** shall mean that which is prescribed under clause 4.5 of this Appendix.
- (iii) **continuous shift work** means work done by employees where the hours of work are regularly rotated in accordance with a shift roster covering a 24 hours per day operation over a seven (7) day week. An employee shall not be classed as a continuous shift worker unless such employee has worked at least a 28 consecutive calendar day period of such work.

standard day shall mean a period of 7.25 hours working time:

Provided that in the case of General Employees, the ordinary hours which constituted an ordinary working day at the effective date of this Appendix shall be these employees' standard day.

supervisor shall mean the employee who is next in line command and/or has the responsibility for the efficient day to day operations of the particular station, section, establishment or work unit.

2.2 Allowances

2.2.1 Dog Trainer Allowance

Where a police dog is kennelled at the home of a Dog Instructor/Dog Development Officer, and such employee is required to care for and maintain the dog during hours rostered off duty, the employee will be paid at the rate of \$331 per fortnight as of 1 September 2015.

Provided that this allowance may be amended from the same effective date that each State Wage Case allowance adjustment is made available by Declaration of General Ruling.

PART 3: CONSULTATION AND IMPLEMENTATION PROCEDURES

In this Part, "consultation" –

...involves more than a mere exchange of information. For consultation to be effective, the participants must be contributing to the decision making process not only in appearance, but in fact. [Commissioner Smith (Australian Industrial Relations Commission), Melbourne, 12 March 1993.]

3.1 Procedures for work area level discussions

- 3.1.1 Management and representatives of all employees concerned in each station, section, establishment or work unit shall consult over the most appropriate means of implementing and working ordinary hours.
- 3.1.2 The objective of such consultation shall be to reach agreement on the method of implementing and working ordinary hours having regard to the work requirements of the employer and the preferences of the employees.

If, through consultation, it is revealed that there is a desire to work shift work or weekend work and such was not worked prior to the operative date of these provisions, the process outlined in clause 3.2 of these provisions applies, rather than the remainder of this clause.

For a change to shift work or weekend work where such was not previously worked:

GO TO CLAUSE 3.2 and IGNORE THE REMAINDER OF THIS CLAUSE

- 3.1.3 Employees may be represented by their local industrial organisation delegate/s and shall have the right to be represented by either their industrial organisation official/s or by a representative of such employees.

- 3.1.4 Agreement shall not be unreasonably withheld by either party.
- 3.1.5 The outcome of any agreement reached between the employees and management or any decision made by the Commissioner [in accordance with clauses 3.1.7 and 3.1.8 herein] as to the method by which the hours arrangements are implemented shall be reduced to writing and shall be signed by either the employees or their representative and by the relevant supervisor.

Such record shall contain:

- (a) an outline of how the consultative process was conducted; and
- (b) the agreed arrangements (restricted to the operating times and days of the particular station, section, establishment or work unit - i.e. it is not necessary for the record to address each individual's arrangements);

and it shall be maintained at the work place to which it relates.

- 3.1.6 In cases where agreement cannot be reached as a result of consultation between the parties, either party may request the assistance or advice of either the Secretary of the appropriate industrial organisation or a representative of the employees so affected (as applicable), as well as the assistance and advice of the Director, Employee Relations, Public Safety Business Agency. This should occur as soon as it is evident that agreement cannot be reached.
- 3.1.7 Where agreement cannot be reached, the Commissioner may direct the starting and ceasing times of employees within the spread of hours, but only after extensive consultation has occurred.
- 3.1.8 In determining hours of duty, the Commissioner shall take into account the following:
- (a) the requirement to work specific hours, before directing employees to work those hours;
 - (b) the working of accumulated time where it is not suitable to an employee on a given day, taking into account whether other staff are available and competent to perform this work;
 - (c) the needs of workers with family responsibilities or disabilities;
 - (d) the provision of timely notice of the requirement to work in excess of ordinary hours;
 - (e) each employee's current balance of accumulated time.

3.1.9 The method of working ordinary hours may be altered following negotiations between management and employees concerned utilising the provisions of this clause. Implementation of any alteration shall occur not less than a complete 28 day cycle or such shorter period as may be mutually agreed upon.

3.1.10 Notwithstanding the consultative procedures outlined above, and notwithstanding any lack of agreement by employees, the Commissioner shall have the right to make the final determination as to the method by which hours' arrangements are implemented or worked from time to time.

3.2 Facilitative Clause

3.2.1 In this clause, where a provision refers to agreement by the majority of employees so affected, all employees directly affected shall be consulted as a group.

Depending on circumstances, this consultation may include sworn employees.

- 3.2.2 The following provisions shall apply to shift work and to weekend work where such work was not performed prior to the operative date of this Appendix. These provisions allow for the determination of conditions of employment by agreement either between the Commissioner and the relevant Union or between the Commissioner and the majority of employees so affected.
- 3.2.3 The relevant industrial organisation/s is/are to be notified in writing at least one week in advance of agreement being sought.
- 3.2.4 Employees may be represented by their local industrial organisation delegate/s and shall have the right to be represented by either their local industrial organisation official/s or by a representative of such employees.
- 3.2.5 Neither party shall unreasonably withhold agreement.
- 3.2.6 Agreement is defined as obtaining consent of greater than 50% of employees directly affected or of the industrial organisation.
- 3.2.7 Any agreement reached must be documented, and shall incorporate a review period.
- (a) Contact should be made with either the Employee Relations Branch or the appropriate Union where any difficulties are experienced by either management or employees who may wish to implement new arrangements as outlined in clause 3.2 herein.
 - (b) It should be noted that the matter of compensation for shift work and weekend work are addressed elsewhere in this Appendix.
- 3.2.8 The documented agreement reached between the employees and management as to the method by which the hours arrangements are implemented shall be signed by either the employees or their representative and by the relevant supervisor.

Such record shall contain –

- (a) an outline of how the consultative process was conducted;
- (b) the agreed arrangements (restricted to the operating times and days of the particular station, section, establishment or work unit – i.e. it is not necessary for the record to address each individual's arrangements);
- (c) details of the review period (in accordance with clause 3.2.7 herein);

and it shall be maintained at the work place to which it relates.

PART 4: HOURS OF WORK- NON SHIFT EMPLOYEES

4.1 Hours of Work

- 4.1.1 Subject to clause 4.1.2 herein, the ordinary hours of work shall be an average of 36.25 hours per week or 38 hours as applied to General Employees under the applicable instruments and shall be worked between 6 am and 6 pm over any five consecutive days in seven days (i.e. Saturday to Friday inclusive):

Provided that an employee's daily starting and ceasing times shall be by agreement with the employee's supervisor. Those employees accessing ATA whose ordinary hours of work are an average of 36.25 hours per week shall have starting and finishing times recorded on the hour or at 15 minute intervals.

- 4.1.2 Employees shall have access to time off for time worked in excess of 145 hours (or 152 hours as applied to

General Employees) per accounting period to be taken at a time convenient to the employee and the Queensland Police Service.

Starting and ceasing times are to be agreed with the supervisor. Employees do not have the right to dictate when they will start or finish work. It follows therefore that supervisors need to be aware of staff movements.

- 4.1.3 The ordinary hours of work prescribed herein (and as agreed through the consultation process defined in Part 3 of these provisions) shall be worked continuously excluding an unpaid meal break of at least 30 minutes to be taken between the third and sixth hour from commencement of duty and shall not exceed 10 hours on any day:

Provided that in any arrangement of working hours where there exists a proposal to work a 10 hour period, the arrangement of hours and conditions shall be subject to either the agreement of the Commissioner and the appropriate industrial organisation or the agreement of the Commissioner and the representative of employees so affected.

Any arrangement to work regular hours in excess of the standard day does not attract overtime consideration.

4.2 Accumulated Time Arrangements (ATA)

- 4.2.1 ATA will operate on the basis of a 28 day accounting period and shall apply to non-shift workers only (including those non-shift workers who occasionally are required to work shift work in order to meet operational requirements).

- 4.2.2 Subject to the provisions of clause 4.2.1, time may be accumulated for authorised work performed by an employee:

- (a) in excess of a standard day; or
- (b) outside the 6 am to 6 pm spread of hours; or
- (c) when recalled for duty; or
- (d) on public holidays or days substituted in lieu (excluding Labour Day), rest days, weekends or concessional days.

In the context of accumulation of time (to be taken at a later date), it should be noted that overtime may also be paid for work performed in excess of 10 hours per day; or for work performed outside the spread of hours; or for hours worked in excess of the maximum accumulated time in a 28 day period. The option to pay overtime or to grant time off in lieu of such overtime is prescribed at clause 4.3.2 of this Appendix.

All work performed on Labour Day will attract an appropriate payment.

- 4.2.2A In lieu of accumulating time pursuant to ATA, employees in receipt of wages that do not exceed the AO5(4) salary rate may be paid overtime rates where the Commissioner has approved the payment is appropriate in accordance with clause 4.2.2B.

- 4.2.2B The approval of the Commissioner will be unfettered and will only be given based on persuasive evidence, including the following:

- (a) steps taken by relevant managers to appropriately manage ATA in the past;
- (b) explanation as to why those steps have been ineffective;
- (c) consideration of other options to appropriately manage ATA;
- (d) operational impacts; and
- (e) budgetary implications

4.2.3 Accumulation of time and access to time off shall be subject to the approval of the employee's supervisor. Operational requirements as determined by the supervisor shall be the determining factor for such approvals:

Provided that such approval shall not unreasonably be withheld.

- (i) The responsibilities of the supervisor are stressed in this respect, as is the notion that ATA is to be managed for the dual benefits of the Service and the employees (either individually or collectively).
- (ii) It is most important for the supervisor to maintain control over the accumulation of time and the taking of time off to ensure that employees should not forfeit any excess hours held in credit [see clause 4.2.5(e) herein.

4.2.4 An employee may not accumulate time unless work is available for the employee to perform and such work is performed during the period.

4.2.5 The following conditions apply to all employees (other than General Employees):

- (a) Time accumulated by an employee during an accounting period or roster may be taken in the form of time off during that same accounting period or roster; or, subject to paragraphs (e) and (f) herein, may be carried forward to the next accounting period.
- (b) Time off cannot be accessed unless the employee has accumulated the equivalent amount of time in credit.
- (c) Time off shall not be taken in periods of less than 15 minutes' duration and shall be calculated to the next upward 15 minutes.
- (d) Time off of up to 4 days (or equivalent hours) may be allowed in any 28 day period.
- (e) The maximum carry-over of hours between accounting periods or rosters is 5 ordinary days (or equivalent hours). No payment shall be made for any excess hours: that is, such excess hours will be forfeited unless paragraph (f) herein applies.
- (f) Provided that the Commissioner may approve a carry-over of hours or part thereof in excess of 5 days (or equivalent hours) for an employee in the following circumstances:
 - (i) where such employee was refused time off and hence exceeded the maximum carry-over limit as specified above due to a specific direction by the Commissioner to the employee to work certain hours; or
 - (ii) where an unforeseen absence on sick leave or other approved leave occurs upon days immediately preceding the end of an accounting period or roster:

Provided that any such carried forward excess time should be taken as time off during the next accounting period or roster.

4.2.6 Access to ATA by part-time and casual employees is restricted to exceptional circumstances.

4.2.7 Where an employee who is temporarily filling a position is absent on ATA, such ATA shall not be deemed to interrupt the period of performance of such duties if such employee goes back to the same duties on return from ATA.

If an employee is on higher duties and does not return to same after accessing ATA, then such period of higher duties is interrupted and has in fact ceased at the commencement of ATA. Consequently, higher duties are not payable for ATA in such a situation.

- 4.2.8 The Commissioner may direct employees to work the hours of a standard day where an employee's time management is unsatisfactory. Any authorised time worked in such circumstances in excess of the hours of a standard day (subject to overtime cut-offs) will be paid as overtime.

Action in relation to unsatisfactory time management which leads to a direction to work the hours of a standard day should be addressed using performance management processes.

- 4.2.9 In the event of an employee's employment ceasing for any reason whatsoever, there shall be no payment for the balance of time accumulated at the date of separation, unless access to time off has been denied by the Service.

Any employee who is to be paid out in accordance with the terms of this clause will receive such payment at the ordinary rate of pay up to the equivalent of four standard days.

4.3 Overtime

- 4.3.1 Subject to clauses 4.2.2(A) and 4.2.8, overtime applies when time is worked in excess of 10 hours per day, or outside the spread of hours.

- 4.3.2 Prior to overtime being worked, the form of compensation will be as mutually agreed by the supervisor and the employee so concerned, where such employee is in receipt of wages that do not exceed the AO5(4) salary rate:

Provided that in the event of the supervisor and employee not reaching agreement, the Commissioner shall determine whether overtime will either be paid or compensated for in the form of equivalent time off in lieu.

- (a) Paid overtime is subject to the salary limitations prescribed in the 'Hours, Overtime and Excess Travel' Directive as amended.
- (b) Where time is taken as time off in lieu, it is managed in accordance with the ATA as prescribed at clause 4.2 of this Appendix.
- (c) Where an employee is paid overtime, there is no entitlement to time off in lieu at a later date.
- (d) Subject to approval, overtime may be compensated by a combination of time off in lieu (as ATA) and a paid component.

- 4.3.3 An employee recalled to perform duty after completing ordinary hours or at least two hours prior to commencing ordinary hours shall be compensated either by the payment at overtime rates (where applicable) with a minimum payment of two hours or by accumulation of time in accordance with clauses 4.2 and 4.3 of this Appendix:

Provided that, for the purposes of this clause, the term "ordinary hours" means those hours which fall between the agreed nominal starting and finishing times of individual employees on a daily basis.

- 4.3.4 Where applicable, overtime shall be paid at the following rates:

Monday to Saturday: Time and a-half for the first three hours and double time thereafter.

Sunday: Double Time.

- 4.3.5 Subject to clause 4.3.2 herein, an employee directed to work overtime on either the first, third, fifth or seventh days of such employee's rest days during an accounting period shall be paid at the rate of time and a-half for the first three hours and double time thereafter with a minimum of two hours' work or payment therefore.

- 4.3.6 Subject to clause 4.3.2 herein, an employee directed to work overtime on either the second, fourth, sixth or eighth days of such employee's rest days during an accounting period shall be paid at the rate of double time, with a minimum of two hours' work or payment therefore.
- 4.3.7 Clauses 4.3.5 and 4.3.6 herein shall not apply to work performed on an employee's accumulated day off as a result of such employee working ordinary hours over less than five days in any week.
- 4.3.8 Subject to clause 4.3.2 herein, an employee directed to work on such employee's accumulated day off shall be paid for such work at the rate of time and a-half for the first three hours and double time thereafter with a minimum of two hours' work or payment therefore.

An employee directed to work on an accumulated day off and paid for such work at overtime rates shall not be entitled to an additional day off in lieu.

4.4 Weekend Work

- 4.4.1 All ordinary time worked between midnight Friday and midnight Saturday (not being overtime) shall be paid for at the rate of time and a-half. All ordinary time worked between midnight Saturday and midnight Sunday shall be paid for at the rate of double time.
- 4.4.2 Provided that with agreement between the Commissioner and the employee concerned, an employee may be compensated by, in addition to the payment of salary at ordinary rates for that day, being allowed to take equivalent time off in lieu of being paid the applicable penalty.

Two options are thus available.

- (a) payment in accordance with stipulated penalty; or
- (b) payment for the weekend day ordinary rates of pay PLUS equivalent time off in lieu (under the terms of the ATA as prescribed at clause 4.2 of this Appendix).

In option (b), time off in lieu is accumulated on the basis of half time in lieu of the Saturday penalty and equal time in lieu of the Sunday penalty for actual time worked.

There must be agreement between the parties as to which option shall apply.

4.5 Occasional Shift Work (performed by a non-shift employee) to meet operational requirements

Where non shift work employees are required to work occasional shift work as determined by the Commissioner:

- (a) access to ATA continues to apply;
- (b) paid overtime (if applicable) continues to be paid at the non-shift worker rate.

- 4.5.1 Where management determines that operational requirements occasionally require employees to work all or a substantial part of their standard day on any one day outside their ordinary hours of work, such employees may be compensated as shift workers for such period if there is mutual agreement by employees so affected to work as required:

Provided that no arrangements in this regard are to commence with less than 48 hours' notice.

- 4.5.2 The conditions applying to these arrangements are limited to:

- (a) the payment of the 15% afternoon or night shift allowance for work performed on Monday to Friday (inclusive);
- (b) the weekend penalty rates as prescribed in clause 5.3.2 of this Appendix.

4.5.3 Any agreement made under these arrangements shall be recorded, signed by either the employees or their representative and the relevant supervisor. Such record shall be maintained at the work place to which it relates.

4.5.4 These provisions will apply where a non-shift employee works occasional penalty or shift work.

- (a) The starting time of a particular shift shall dictate the penalty which may be applicable.
- (b) In no circumstances shall the penalties prescribed for shift allowance, weekend rates, or public holidays be combined for the same period of work.

For example:

- (i) A shift commencing at 6pm on a Friday evening will attract a 15% allowance for the entire shift.
- (ii) A shift commencing on Saturday at 8pm and concluding on a Sunday at 4am attracts payment for the entire shift at the Saturday rate of time and a half.
- (iii) A shift commencing on a public holiday and concluding on a weekend day will attract the public holiday penalty for the entire shift.

PART 5: HOURS OF WORK- SHIFT EMPLOYEES

5.1 Hours of Work

5.1.1 Employees shall work day, afternoon and/or night shifts as required by the Employer so that the ordinary hours shall not exceed 145 hours or 152 hours as applied to General Employees over a four week period. Provided that where ordinary working hours are to exceed 10 hours up to a maximum of 12 hours on any day or afternoon shift and/or eight hours on any night shift, the arrangement of hours and conditions shall be subject to the agreement of the Commissioner and either the relevant Union or the representative of the employees so affected.

Any arrangement to work regular hours in excess of the standard day does not attract overtime consideration.

5.1.2 The ordinary working hours shall be worked in accordance with the following:

- (a) A "day shift" shall commence at or after 6 am and before 12 noon;
- (b) An "afternoon shift" shall commence at or after 12 noon and before 6 pm;
- (c) A "night shift" shall commence at or after 6 pm and before 6 am.

5.1.3 Shifts shall be worked according to a roster implemented in accordance with clause 3.1 or 3.2.

5.1.4 Employees shall be notified of their rostered hours at least one week in advance of the roster:

Provided that notification by 1 pm on Monday shall be sufficient notification for the roster commencing on the following Saturday.

- 5.1.5 Changes within a roster shall be by agreement between the Commissioner and the employee concerned but failing agreement 24 hours' notice of a change of roster shall be given where justifiable.

The supervisor may approve of a change to the rostered shifts where mutually agreed between one employee and another.

- 5.1.6 Notwithstanding any of these provisions, no shift worker shall perform more than two consecutive shifts.

If work is undertaken on the second of two consecutive shifts and such work is to be compensated by paid overtime, such payment shall be paid at double time (i.e. the overtime rate for shift workers).

- 5.1.7 All shift employees shall be allowed a minimum of 30 minutes for a meal break to be taken between the third and sixth hour from the commencement of duty. Meal breaks are to be taken so as not to interfere with operational requirements:

Provided that the hours of duty of shift workers shall be inclusive of meal breaks. No deduction shall be made from an employee's salary for meal breaks taken.

5.2 Overtime

- 5.2.1 Overtime applies to all approved time worked in excess of the ordinary rostered hours of work.

- 5.2.2 The Commissioner shall determine whether overtime will either be paid or compensated for in the form of equivalent time off in lieu:

Provided that, unless justifiable, 14 days' notice is given when overtime is to be remunerated in the form of equivalent time off in lieu.

- 5.2.3 An employee recalled to perform duty after completing an ordinary shift or at least two hours prior to commencing an ordinary shift shall be paid at overtime rates (if applicable) with a minimum payment of two hours.

- 5.2.4 Shift workers shall be paid for overtime at the rate of double time.

5.3 Shift Work Arrangements

- 5.3.1 The starting time of a particular shift shall dictate the penalty which may be payable.

In no circumstances shall the penalties as prescribed by clause 5.3.2, 5.3.3 or 5.3.4 be combined for the same period of work.

5.3.2 Shift Allowance

Employees who work afternoon or night shifts (Monday to Friday inclusive) shall be paid 15% per shift in addition to the ordinary rate:

5.3.3 Weekend Rates

All shifts commencing between midnight on Friday and midnight on Saturday shall be paid for at one and a half times the ordinary rate; and all shifts commencing between midnight on Saturday and midnight on Sunday shall be paid for at the rate of double time.

5.3.4 Public Holidays

- (a) Public holidays, whether work is done upon them or not shall be on full pay.
- (b) All work performed by any employee on a public holiday is paid for at the rate of double time and a half with a minimum of 4 hours.
- (c) All employees (other than casual employees) who work in accordance with shift work provisions, if rostered off on any public holiday shall be paid an additional day's wage for each such day on which the employee is rostered off.

For the purposes of this clause, 'rostered off' shall mean rostered off on a day of the week which normally forms part of the employee's ordinary hours.

Provided that the additional day's wage is **not** available to those who have a day off in addition to eight rest days for the roster period in which the public holiday occurs.

Provided further that the additional days' wage prescribed herein is payable during a period of leave where the public holiday coincides with a rest day or day off in lieu.

- (d) Public holidays that coincide with a rostered shift are not debited against an employee's leave balances where they fall during a period of leave.

5.3.5 Payment of Christmas Penalties

Due to the public holidays over the Christmas/New Year period, the pay system must close earlier than usual. Therefore, the penalties that would normally be paid in the pay fortnight that the Christmas public holidays fall, are to be paid on a projected basis.

This arrangement only applies to those penalties that would normally be paid in the Christmas pay fortnight if the pay closed off as per usual.

If an overpayment of such penalties occur for whatever reason (e.g. an employee's absence due to illness) for the days in question, then the Service will automatically deduct the overpayment in a subsequent pay period.

5.4 10 Hour break between ordinary shifts

Unless there is a justifiable reason to do otherwise, there must be a 10 hour break between ordinary rostered shifts.

A justifiable reason includes any of the following:

- (a) Where the duty to be undertaken can not be planned for and is outside of the control of the Service;
- (b) Where the work of the station, section or establishment cannot proceed without the employee in question being on duty and there is no other alternative;
- (c) Where it is imperative that the work being undertaken by the employee in question is not delayed;
- (d) Where an employee lives in close proximity to a remote locality station, it is possible for the 10 hour break requirement to be waived by mutual consent between the employee and the employee's manager, provided that the break observed in lieu thereof is not less than 8 hours.

PART 6: PART-TIME AND CASUAL EMPLOYEES

6.1 Part-time employees

- 6.1.1 Working hours in excess of agreed part-time hours should be restricted to exceptional circumstances. However, agreed part-time ordinary daily hours may exceed the standard day 7.25 or 7.6 hours per day (whichever applies), but shall not exceed 10 hours per day.
- 6.1.2 Where it is essential for a part-time employee to work beyond the daily approved part-time hours, the excess hours may be compensated for either in accordance with the ATA as prescribed at clause 4.2 of this Appendix, or by an additional payment for the extra hours at the ordinary hourly rate of pay plus a loading of 1/12th of the hourly rate in lieu of annual leave.
- 6.1.3 The Commissioner shall determine the method by which such additional hours shall be compensated.

6.2 Casual Employees

- 6.2.1 Working hours in excess of agreed casual hours should be restricted to exceptional circumstances.
- 6.2.2 Where casual employees work in excess of agreed casual hours, such excess hours may be compensated for either as paid overtime on the basis of the casual rate, or by access to ATA in accordance with clause 4.2 of this Appendix.
- 6.2.3 Where casual employees work on the weekend or on a public holiday, they shall be entitled to either the applicable penalty on the casual rate, or to access ATA in accordance with the provisions of these provisions.
- 6.2.4 The Commissioner shall determine the method by which excess time shall be compensated.

PART 7: MISCELLANEOUS PROVISIONS

7.1 Fatigue Leave

7.1.1 The provisions of this clause do not apply to:

- (i) employees on call where the total amount of time worked at home on recall/s does not exceed two hours per occasion of being placed on call;
- (ii) an employee who has had 10 hours continuous time off duty before being recalled;
- (iii) an employee who has received an unreasonable amount of telephone calls at home whilst on call such that his/her rest period is substantially interrupted, and who has arranged with the supervisor for a mutually agreeable starting time the next day.

Provided that the provisions of this clause apply in all other circumstance where an employee is required to attend to his/her usual place of employment in connection with a recall to duty.

The term "per occasion" as used in this clause, shall mean any period of time which attracts any of the allowances as outlined in the 'on call' entitlements specified herein.

- 7.1.2 Subject to clause 7.1.1 herein, an employee who works so much overtime between the cessation of ordinary work on one day and the commencement of ordinary work on the next day so that 10 consecutive hours off duty has not occurred shall be released after completion of such overtime until 10 consecutive hours off duty occur without loss of pay for ordinary working time occurring during such absence. If on the instructions of the Commissioner, such an employee resumes or continues work without having had 10 consecutive hours off

duty, the employee shall be paid double rates until released from duty for such period, and shall then be entitled to be absent until 10 consecutive hours off duty has occurred without loss of pay for ordinary working time occurring during such absence.

7.2 Rest Pauses

For the purposes of this clause the taking of a meal break does not interrupt the continuity of ordinary hours worked.

Where practicable, all employees who work at least six continuous working hours shall be entitled to a pause(s) totalling 20 minutes per day to be taken at times to suit operational requirements as determined by the supervisor:

Provided that where at least four continuous ordinary hours are to be worked the entitlement shall be 10 minutes within the four hours.

The proviso regarding four hours being worked is not intended to deny a 10 minute rest pause (to suit operational requirements) where an employee accesses time off in accordance with ATA for any period of the day.

7.3 Consolidation of Leave Loading for Non Shift Workers

7.3.1 All non-shift working employees will be paid annual leave loading once per year. Such payment will occur on the first full pay in December of each year based on accruals as at 1 December of that year.

7.3.2 The parties are agreed that employees working in areas that include shift work and non-shift work will be paid their annual leave loading at the time annual leave is taken. Provided that non-shift working employees who have relieved as a shift worker or who have undertaken occasional shift work during the 12 month period up to but excluding 1 December each year (i.e. on 1 December the employee is working as a non-shift worker) will be paid leave loading on the first full pay in December of each year based on accruals as at 1 December of that year.

7.3.2 Annual leave loading for shift workers will be paid on the employee's shift status at the time of accessing leave.

7.3.3 The leave loading in all instances will be calculated on the basis of 17.5% on four weeks annual leave per year.

APPENDIX 11: DEPARTMENT OF PREMIER AND CABINET – ARTS QUEENSLAND

Continuing, reviewed and updated provisions originally prescribed in the *Queensland Cultural Centre Car Park Officers Certified Agreement 2005*

PART 1: APPLICATION

1.1 Application

- 1.1.1 These provisions shall apply to all persons employed as Car Park Officers (CPOs) by the Department of Premier and Cabinet (including Arts Queensland).

PART 2: TERMS AND CONDITIONS OF EMPLOYMENT

2.1 Termination of Employment

- 2.1.1 **Notice of Termination by a CPO** - The notice of termination required to be given by a CPO shall be a minimum of one (1) week.

If a CPO fails to give notice, the employer has the right to withhold monies due to the CPO with a maximum amount equal to ordinary time rate for the period of notice.

- 2.1.2 **Time Off During Notice Period** - During the period where notice of termination is given by the employer, a CPO is allowed up to one day's time off without loss of pay for the purpose of seeking other employment. This time off is to be taken at times that are convenient to the employer after consultation with the CPO.

2.2 Uniforms

- 2.2.1 **Uniforms** - Car Park Officers will be issued with uniforms which are to be worn whilst on duty. Uniforms should not be mixed with other items of clothing, and are to be clean, pressed and well presented to maintain the appropriate public image. It is the intention to issue uniforms to new staff on the following basis:

Status	Male and Female CPO
Casual on appointment	One shirt One pair trousers OR; One pair shorts plus long socks OR; One skirt
Casual (After probationary period) & Permanent Part – Time	Three shirts Two pair trousers OR; Two pair shorts plus long socks OR ; Two skirts OR; A combination of either to total two. One jacket One pair protective shoes
Full-Time	Five shirts Three pair trousers OR; Three pair shorts plus long socks OR ;

	<p>Three skirts OR; A combination of either to total three full sets. One jacket and pullover OR vest/cardigan One pair of protective shoes</p>
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As CPOs change the status of their employment from casual or permanent part-time to full-time, additional pieces of uniform will be supplied to fulfil the issue as prescribed above.

In the instance of job-sharing arrangements, uniform issue will be determined on a pro-rata basis.

When uniform items are no longer in a presentable state, items will be replaced on an as required basis.

Prior to issuing a replacement, worn or damaged items of clothing are to be presented to the Car Park Coordinator.

PART 3: DEFINITIONS, WAGES AND ALLOCATIONS

3.1 Definitions

Base Rate means the appropriate fortnightly rate of the Operational stream of the *General Employees (Queensland Government Departments) and Other Employees Award – State 2015*.

Continuous shift work means work where three shifts per day are worked on seven days of the week.

Afternoon shift means any shift finishing after 6 p.m. and at or before midnight.

Night shift means any shift finishing subsequent to midnight and at or before 12 noon.

Car Park Officer (CPO) who has the requisite skills and knowledge to perform the functions of the role as prescribed in the relevant Car Park Officer Position Description.

3.2 Wages

3.2.1 “Loaded Rate” means the appropriate fortnightly wage rate, for each Permanent or Permanent Part-Time CPO engaged to perform continuous shift work, and is calculated to include the following:

- base rate
- week-end penalty rates
- shift penalty rates

Note 1: Rates are rounded to the nearest 5 or 10 cents.

Note 2: The loaded rate is calculated by increasing the Base Rate by **16.7%**.

Note 3: The loaded rate is payable:

- a) on the staff member’s base rate only;
- b) on recreation leave (or cash equivalent thereof);
- c) on superannuation; and
- d) on long service leave.

The loaded rate is not payable:

- a) on overtime; and
- b) on all other leave (e.g. sick leave, bereavement leave, etc.).

3.2.2 Unless otherwise provided in these provisions, all continuous shift work performed by Permanent or Part-Time CPOs in accordance with the roster will be remunerated in accordance with clause 3.2.1 above.

PART 4: HOURS OF WORK

4.1 Hours of Work

4.1.1 Spread of Hours- The ordinary hours of work, inclusive of meal times, will not exceed ten hours per day, and will be worked Monday to Sunday between the hours of 6.00am and 1.00am, in accordance with the approved roster;

Provided that where the ordinary working hours are to exceed ten on any day, the arrangement of hours shall be subject to the agreement of the employer and the majority of CPOs concerned.

4.2 Meal Allowance and Breaks during Overtime

A CPO required to work overtime for one (1) hour or more after ordinary ceasing time on any normal working day, will be provided with an adequate meal at the employer's expense or paid a meal allowance in accordance with the Ministerial Directive relating to "Overtime Meal Allowances" issued and amended in accordance with section 54 of the *Public Service Act 2008* in lieu of the provision of such meal:-

Provided that where a CPO has been given notice to work overtime as aforesaid, on the previous working day, or prior thereto, and has brought to work a prepared meal and such overtime is cancelled, such CPO will be paid a meal allowance in accordance with the Ministerial Directive relating to "Overtime Meal Allowances" issued and amended in accordance with section 54 of the *Public Service Act 2008*, for such prepared meal.

Provided that a CPO who is required to continue working for more than two hours after ordinary ceasing time will be allowed thirty minutes for a meal after the first two hours worked, without a deduction of pay in respect of any such meal break.

4.3 Casual CPOs

4.3.1 "Casual CPO" means any employee engaged as such, and who is employed by the hour, for a period usually less than the maximum ordinary working hours per week, prescribed herein for a full-time CPO.

4.3.2 A casual CPO will be paid at a per hour rate of 1/76th of the full-time fortnightly base rate prescribed in clause 3.1.1 with the addition of the appropriate loading, as prescribed by this clause.

- | | | |
|-----|---|------|
| (a) | For all hours worked between 6am - 11pm Monday to Saturday | 25% |
| (b) | For all hours worked between 11pm - 6am Monday to Saturday | 50% |
| (c) | For all hours worked between 11pm - Saturday to 6am Monday | 75% |
| (d) | For all hours worked on a public holiday to a maximum of 10 hours | 175% |

4.3.3 **Overtime** – All hours worked in excess of eight (8) hours on any one (1) day or more than an average of 38 per week is deemed to be overtime and paid the following loadings in addition to the base hourly rate prescribed in clause 3.1.1:

(a)	For the first three hours of overtime	75%
(b)	In excess of 38 hours in a week	75%
(c)	In excess of three (3) hours on any one (1) day	125%
(d)	For all overtime worked on a Sunday	125%
(e)	Overtime in excess of ten (10) hours worked on a public holiday	225%

4.3.4 The above loadings are payable separately and are not to be compounded.

4.3.5 The minimum period of engagement for a casual CPO is two (2) hours on Monday to Saturday and three (3) hours on Sunday.

4.4 Part-Time CPOs

The following conditions apply to part-time CPOs:

4.4.1 The spread of ordinary working hours is the same as those prescribed for a full-time CPO under these provisions.

APPENDIX 12: DEPARTMENT OF SCIENCE, INFORMATION TECHNOLOGY AND INNOVATION

Provisions applicable to Employees Engaged at the State Library of Queensland

The following matters are agreed between the Department of Science, Information Technology and Innovation and Together Queensland, Industrial Union of Employees (the parties) with respect to employees engaged at the State Library of Queensland.

1.1 Application

State Library of Queensland Weekend and Late Shift Operations Staff as defined below:

- Collection Access (Content Development)
- Queensland Memory (Special Projects) (Content Development)
- Information Services, Community Engagement (Engagement and Partnerships)
- Visitor Services, Community Engagement (Engagement and Partnerships)
- Service Development, Community Engagement (Engagement and Partnerships)
- Literacy and Young People Services (Regional Access & Public Libraries)
- The Edge (Engagement and Partnerships)
- Signature Program, Community Engagement (Engagement and Partnerships)
- Service Delivery (Engagement and Partnerships) (includes Library Shop, Events, Service Delivery and Technical/Production)
- Asia Pacific Design Library (Engagement and Partnerships)
- kuril dhagun (Engagement and Partnerships)
- Reading & Writing (Engagement and Partnerships)
- Any other group determined by agreement between employer and the union.

1.2 Employment Conditions

State Library of Queensland - Weekend and Late Shift Operations Staff

1.2.1 Shift work

- (i) Ordinary hours may be worked according to a roster determined by the Employer.
- (ii) Employees may work a late shift commencing on or after 12 noon and continuing beyond 6pm as part of a roster for ordinary hours covering Mondays to Fridays.
- (iii) Employees may agree to work a weekend shift as part of a roster for ordinary hours covering Mondays to Sundays. Such weekend shifts may be worked either on an ongoing basis, or on an ad hoc basis, and shall always be subject to mutual agreement between the employer and the employee.
- (iv) These arrangements, whilst not shift work as defined at clause 3 of the *Queensland Public Service Officers and Other Employees Award – State 2015* shall be regarded as shift work and shall be subject to the shift work arrangements, shift allowance, extra payment for weekend work, meal breaks and rest pauses provisions prescribed in clause 15.2, 15.5, 16.2, and 17 of the *Queensland Public Service Officers and Other Employees Award – State 2015*.
- (v) Library staff members who commence work at or after 12 noon but who do not continue work beyond 6pm are not considered to be working an afternoon shift and will be paid at the ordinary rate for these hours.

1.2.2 Overtime

- (i) All overtime shall be paid for in accordance with clause 18.26 of the *Queensland Public Service Officers and Other Employees Award – State 2015*.

APPENDIX 13: DEPARTMENT OF HOUSING AND PUBLIC WORKS

Continuing Provisions Applicable to Occupational Therapists Employed in the Department of Housing and Public Works

- 1. Allowance for Supervision of University Students on Placement**
- 1.1 A Student Supervision Allowance of \$10 per day (to a maximum of \$10 per day/\$100 per fortnight) will be paid to Occupational Therapists of the Department of Housing and Public Works who are designated to provide clinical education of undergraduate or graduate entry student(s).
- 1.2 Only one employee can receive the Student Supervision Allowance for providing clinical education for any one student each day. This employee would be the designated educator for that day in accordance with clause 1.1 above.
- 1.3 The inclusion of additional positions for eligibility for the Student Supervision Allowance in clause 1.1 above may occur during the period of this Agreement with the approval of the Director-General of the Department of Housing and Public Works.

APPENDIX 14: DEPARTMENT OF ENVIRONMENT AND HERITAGE PROTECTION

Continuing, reviewed and updated provisions originally prescribed in the *Environmental Protection Agency (Rangers) - Certified Agreement 2004*

1. Employment Conditions

1.1 Training

1.1.1 The department agrees to deliver mandatory core skills training to wildlife officers through the Conservation and Land Management Program, where possible. Provision and updating of this training will be recognised and funded as a departmental priority. These courses will cover the following for wildlife officers:

- Fire Response
- Chainsaw
- Law enforcement
- Occupational health and safety (OHS) (including first aid)
- Conflict management (including verbal conflict or equivalent course)
- Incident control (available to staff nominated by management)

1.1.2 New employees will receive all mandatory core training pertaining to his/her position within two years from commencement of permanent employment with the department. The department agrees to ensure that the existing skills and qualifications of ranger staff are kept up to date.

1.1.3 The department continues its commitment to provide management development programs to employees who have ongoing supervisory responsibilities for three or more employees. This program will be made available to employees during the life of this Agreement.

1.2 Alternative methods for reporting for duty

1.2.1 Currently clause 26(a) of the *Parks and Wildlife Employees Award – State 2016* provides that all employees will commence and cease duty at their usual headquarters and will be transported by the employer to and from the relevant areas of work. Alternative methods regarding working across various parks may be introduced subject to agreement between the parties. The department will work with workplace union delegates and union officials to determine appropriate location clusters to enable efficient and effective utilisation of these arrangements.

No employee will suffer a reduction in the terms and conditions of their employment as a result of the introduction of any proposal within this clause (this excludes arrangements at clause 27 relating to travelling allowances).

Continuing, reviewed and updated provisions originally prescribed in the State Government Departments Certified Agreement 2006

2. Progression Scheme for OO2 Wildlife Officers

The department will continue the progression scheme for all permanent OO2 employees to progress to OO3 where the following criteria have been met:

- Possess a Certificate III in Conservation Land Management (CLM) or other relevant qualification,
- Appointed at OO2 pay point (Q) for a minimum of 12 months;
- Progression will not be an automatic right. Employees will be required to apply to the delegate for progression;

- Where an employee progresses to OO3 classification level the employee will be paid at the OO3 level, however the position will remain at OO2 classification level;
- Once progressed to OO3 the employee will advance through the pay points in accordance with the provisions of the Award and Agency policies.

Additionally to ensure that OO2 employees are provided with assistance to undertake a Certificate III Conservation Land Management or other relevant qualification, a training program based around the necessary skills and knowledge that will be necessary to complete the Certificate III in Conservation Land Management will be made available for OO2 employees. This training will cover issues such as verbal and written communication skills, research skills, and time management.

APPENDIX 15: OFFICE OF THE GOVERNOR

Continuing, reviewed and updated provisions originally prescribed in the *Office of the Governor (Queensland Government) Agency Agreement 2008*

PART 1: APPLICATION

1.1 Application

1.1.1 These provisions shall apply to all employees of the Office of the Governor, excluding contract employees. The official secretary and deputy official secretary are not subject to this Agreement.

1.1.2 Parts 1 to 4 of these provisions apply to all employees. Part 4 applies to administrative and operational employees, as indicated. Part 5 applies only to security officers.

PART 2: DEFINITIONS

Office means the Office of the Governor of Queensland.

Employee means "employee" or "officer", whether full-time or part-time.

Management means officers held accountable for staff activities and outputs, and for the allocation and use of resources.

Operational Officer is defined as those employees of the Office who meet the Operational Stream criteria as defined in the *Queensland Public Service Officers and Other Employees Award – State 2015*.

Work Unit means a designated operational area such as a work section.

Best Practice is as defined in this Agreement.

Benchmarking is a tool to assist in identifying, implementing and evaluating Best Practice. It involves continuous systematic evaluation of:

- the products, services and processes;
- work and management practices and environment; and
- effective employee empowerment.

Comparison against organisations that are recognised as demonstrating Best Practice.

There are three levels of Benchmarking:

- (a) Internal Benchmarking - Benchmarking with and against internal operations (i.e. comparing and evaluating similar functions and functional areas within the organisation);
- (b) Industry or Competitive Benchmarking - Benchmarking against other departments or organisations' services, products and processes that are in the same industry; and
- (c) Generic or Process Benchmarking - Benchmarking generic processes against the best operation or leaders in any industry.

PART 3: ALL STAFF ARRANGEMENTS

3.1 Training

The parties are committed to a highly trained and effective agency workforce. They agree that this involves a

commitment to formal and informal training, and motivation and incentive to undertake training. The Office agrees to provide opportunities for vocational and other training in work time, at no cost to the employee, and within a safe and supportive environment. The parties agree to a shared commitment to professional development and training for employees classified as professional and/or technical stream and for employees in senior classifications in the administrative and operational streams.

The Office of the Governor will continue to provide all necessary training to meet its business needs, including training necessary to meet workplace health and safety responsibilities.

The Office of the Governor and its staff members reiterate their joint commitment to personal training and development, and the Office of the Governor confirms its commitment to formal and financial assistance to personal training and development as enunciated in its policy statement titled "Study and Research Assistance Scheme.

3.2 Movement within classification

- (1) An employee is entitled to be paid an increase in salary from one increment point to the next higher increment point within the same Classification Level provided that:
 - (a) In the case of a full-time employee:
 - (i) the employee has received salary at the lower increment point for a period of 12 calendar months; and
 - (ii) in the case of level 3 of the Operational stream, the conduct, diligence and general efficiency of such employee has been certified by the employer to have been and to be satisfactory; or
 - (iii) in the case of Employees in all other Classification Levels, performance objectives have been achieved as certified by the employer.
 - (b) In the case of a part-time employee:
 - (i) the employee has received a salary at a particular classification and paypoint for a period of at least 12 months; and
 - (ii) the employee has worked 1,200 ordinary hours in such classification.
 - (c) In the case of a casual employee with 12 months continuous service with the same employer:
 - (i) the employee has received a salary at a particular classification and paypoint for a period of at least 12 months; and
 - (ii) the employee has worked 1,200 ordinary hours in such classification.

For the purpose of clause 3.2, continuous service for a casual employee ends if the employment is broken by more than 3 months between the end of one employment contract and the start of the next employment contract. Absences from work on public holidays do not break, or contribute to a break, in the continuity of service.

- (2) Exceptions to the provisions in clause 3.2(1) must be made in the case of:
 - (a) An employee who is paid the prescribed basic salary on attaining the age of 21 years;
 - (b) A promotion, or transfer and promotion from Classification Level to another.

3.3 Recognition of Previous Service

Recognition of previous service for all Office of the Governor employees is in accordance with the Ministerial Directive relating to “Recognition of Previous Service and Employment” issued and amended in accordance with Section 54 of the *Public Service Act 2008*.

3.4 Discipline Provisions

Employees of the Office of the Governor shall be bound by Chapter 6 Disciplinary action for public service employees and former public service employees of the *Public Service Act 2008* to the extent of disciplinary action.

PART 4: Operational and Administrative Staff Arrangements

4.1 Administrative Officers

- 4.1.1 Timesheets will be required for all employees. Accrued time off will apply, subject to organisational requirements.
- 4.1.2 Standard hours will be 36.25 hours per week. Access to accrued time off or time off in lieu (TOIL) will be subject to organisational requirements. Employees may be required to work up to six hours of additional time per week. This will be accrued and recorded on a time for time basis.
- 4.1.3 The ordinary spread of hours for employees whose ordinary weekly hours of duty are 36.25 hours shall be 6.00 a.m. to 6.00 p.m. Monday to Friday.

4.2 Operational Officers

- 4.2.1 Timesheets will be required for all employees. Accrued time off will apply, subject to organisational requirements.
- 4.2.2 Overtime does not apply to employees who receive a 15% allowance in lieu of overtime and irregular hours worked. Payment for additional overtime to these staff may only be considered in exceptional circumstances and is subject to management approval.
- 4.2.3 A maximum of 12 hours may be worked per day with a minimum of 4 hours rostered on any one day, unless otherwise agreed. Government House is committed to monitoring working hours, staffing levels and requirements. Where there is a need for split shifts it is intended to roster these at least seven days in advance. Casual employees will be used in these circumstances as required.
- 4.2.4 Standard hours will be 38 hours per week. Subject to organisational requirements, employees may be required to work up to six hours of additional time per week.
- 4.2.5 It is intended that the average hours per week, over a four week reporting cycle, will not exceed 44 hours (176 hours maximum over 4 weeks).
- 4.2.6 The maximum time worked in any seven day period will be 50 hours.
- 4.2.7 No employee will be expected to work 2 x 50 hour weeks consecutively.

4.3 Fatigue leave

The following fatigue provisions shall apply.

An employee who works so much overtime between the termination of any rostered period of work on one day and the commencement of any rostered period of work on the next day so that 10 consecutive hours off duty

has not occurred, shall be released after completion of such overtime until 10 consecutive hours off duty occur, without loss of pay for ordinary working time occurring during such absence. If, on the instructions of their supervisor, such an employee resumes or continues work without having had 10 consecutive hours off duty, the employee shall be paid double rates until released from duty for such period, and shall then be entitled to be absent until 10 consecutive hours off duty has occurred, without loss of pay for ordinary working time occurring during such absence.

PART 5: SECURITY STAFF 24 HOUR SHIFT ARRANGEMENTS

SECTION 1: APPLICATION

5.1.1 Application

This Part applies to security officers. To remove any doubt, Part 4 of this Appendix does not apply to security officers engaged by the Office of the Governor.

SECTION 2: DEFINITIONS, ALLOWANCES

5.2.1 Definitions

Base salary is the relevant rate of pay specified for the Operational Stream in the *Queensland Public Service Officers and Other Employees Award – State 2015* salary schedule outlined at Appendix 3 of this Agreement.

Employees who are appointed as permanent part-time will be entitled to a proportionate amount of the base rate calculated according to a percentage of the full-time hours worked.

12 hour shift operation means work done by employees where the hours of work are regularly rotated in accordance with a shift roster which requires staffing for 2 shifts of 12 hours covering a 24 hour per day operation over a 7 day period.

Day shift means any shift commencing at or after 6.00 a.m. but at or before 7.00 a.m., and being of 12 hours duration.

Night shift means any shift commencing at or after 6.00 p.m. but at or before 7.00 p.m., and being of 12 hours duration.

Ministerial Directives means the relevant Ministerial Directives issued and amended under section 54 of the *Public Service Act 2008*.

OO5 Classification Level to cease

The OO5 position at Government House and the duties that are (as at the operative date of this Agreement) undertaken by Mr Steve Canning will not be required to be undertaken in the future, and as a result of the JEMS evaluation undertaken, the duties contained in the OO4 position are the most onerous required of Security Officers at Government House. On that basis the OO5 positions will be “grand-parented” with the current occupants continuing at the OO5 rate but not replaced if he leaves, nor will his role be back-filled at that level in the event of absence.

Casual Employee means an employee other than a part-time employee who is engaged as such on an hourly basis to work for less than the ordinary working hours of a full-time employee.

5.2.2 Block Pay Roster Allowance

An allowance of 33.0618% of base salary shall be paid to Office of the Governor Security Officers employed under the block pay arrangements in addition to their base salary referred to in clause 5.2.1 above.

This allowance is inclusive of payments for shift allowance, annual leave loading, weekend work and payment for public holiday work.

5.2.3 First Aid Allowance

An employee is entitled to be paid an allowance at the rate of \$28.87 per fortnight in circumstances where the employee:

- (a) holds a current first-aid certificate issued by the Queensland Ambulance, Fire Brigade, St John Ambulance Brigade or an equivalent qualification; and
- (b) is appointed in writing by the Official Secretary to perform first aid duties.

5.2.4 Uniform Allowances

The provision of replacement uniforms and uniform allowances will be in accordance with Office of the Governor policy.

SECTION 3: HOURS OF WORK, OVERTIME

5.3.1 Hours of Work

- (1) The ordinary working hours of any employee involved in a 12 hour roster shall be 38 hours per week and may be spread over a full roster cycle, provided that the average hours per week shall not exceed 38:

Provided further that the officer is required to perform duties for 152 hours in the 4 week period.

- (2) Employees engaged in a 12 hour shift shall not be rostered to work more than 5 consecutive shifts, during which period every endeavour shall be made to ensure employees are not required to work more than 2 consecutive night shifts. Despite best efforts, should this situation arise, no employee would be required to work more than 3 consecutive night shifts.
- (3) The hours of duty shall be worked in accordance with a roster determined by the Office of the Governor following consultation with relevant employees and the relevant union.
- (4) Provided that, having regard to operational requirements, rostered days off and rostered shifts may be mutually exchanged between employees.

5.3.2 Overtime

- (1) Overtime duty should not normally be performed where it will fall within a period of 12 hours on either side of a normal day or night shift.
- (2) In all but highly exceptional circumstances the maximum length of time a person should have to remain on duty is 14 hours and this would include the 12 hour shift and a 2 hour overtime period before the commencement of a shift or a 2 hour overtime period after completing a shift and before being relieved.

- (3) For the purposes of this Appendix, officers whose ordinary hours of work are regularly rotated in accordance with a shift roster, covering 2 shifts per day, shall be paid for overtime at the rate of double time.
- (4) Officers requested to perform overtime will be paid overtime as from:
 - (a) the actual time the officer commences travelling to the work place if the period of notice provided to the officer prior to the commencement of work is less than 12 hours; or
 - (b) the actual time the officer commences work if the period of notice provided to the officer prior to the commencement of work is 12 hours or more.
- (5) Officers requested to perform overtime will be paid overtime at the specified rates with a minimum payment of 2 hours.

5.3.3 Crib Break

Employee shall be entitled to a paid 30 minute crib break in the first half of the shift and a second paid crib break of 30 minutes in the second half of the shift.

5.3.4 Relieving Arrangements

Government House Security Officers at Level OO3 required to undertake the full duties and responsibilities of the position of Level OO4 will be eligible for payment at the applicable higher classification level provided that the minimum period of relieving undertaken is 12 consecutive hours.

SECTION 4: LEAVE

5.4.1 Leave Entitlements

The leave entitlements provided hereunder shall be read in conjunction with the Ministerial Directives. Provided that, payments of salary for all leave shall be calculated in accordance with Section 5 – Wages and Wage Related Matters.

(1) *Annual Leave*

The annual leave entitlement will be 190 rostered ordinary hours, with:

Employees appointed as permanent part-time will be entitled to a proportionate amount of the base rate calculated according to a percentage of the full-time hours worked.

(2) *Sick Leave*

The annual sick leave entitlement will be 76 rostered ordinary hours.

Employees appointed as permanent part-time will be entitled to a proportionate amount of the base rate calculated according to a percentage of the full-time hours worked.

(3) *Long-Service Leave*

Long Service Leave entitlements shall continue to be accumulated in weeks in accordance with the Ministerial Directive relating to “Long Service Leave” issued and amended in accordance with section 54 of the *Public Service Act 2008*. However, when clearing long service leave balances a minimum of 14 consecutive calendar days must be cleared unless otherwise approved by the Official Secretary.

(4) *Special Leave Conditions*

(a) Bereavement Leave

2 days bereavement leave per occasion will be regarded as two 12 hour shifts per occasion of leave.

(b) Defence Force Training

For the purposes of defence force training entitlements, three 12 hour shifts shall be interpreted as one week.

(c) Special Leave

Other forms of special leave will be converted to hours where appropriate.

SECTION 5: WAGES AND WAGE RELATED MATTERS

5.5.1 Conditions of Payment of 12 Hours Roster Allowance

(1) The Block Pay Roster Allowance is payable on the base salary only (excluding any and all allowances):

(a) The allowance is *excluded* from the calculation of superannuation and overtime;

(b) The allowance is *included* in salary for workers' compensation claims.

(2) *Annual leave*

On annual leave, or cash equivalent thereof, the Block Pay Roster Allowance is payable in full.

(3) *Long service leave*

On long service-leave, or cash equivalent thereof, accrued:

- From 01 January 1997 up to 01 January 2000 Block Pay Roster Allowance of 6% is payable;
- From 01 January 2000 up to 23 December 2003 Block Pay Roster Allowance of 10% is payable;
- From 23 December 2003 up to 01 September 2004 Block Pay Roster Allowance of 12.5% is payable;
- From 01 September 2004 to 01 December 2005 Block Pay Roster Allowance of 17.5% (15% classification level OO5) is payable;
- From 01 December 2005 to 01 March 2006 Block Pay Roster Allowance of 20% (15% classification level OO5) is payable;
- From 01 March 2006 Block Pay Roster Allowance of 33.0618% (all classifications) is payable.

5.5.2 Sick leave

If an officer is absent on sick leave for a fortnight (76 hours) then the officer would be deducted 76 x 29.6967% of the hourly rate. The lower percentage is used so that officers do not lose annualised leave loading.

Therefore, for each absence, regardless of which day it falls, 29.6967% of an officer's hourly rate will be deducted for each hour absent.

Note that the negative penalties only apply for the first 76 hours of continuous leave as were the previous arrangements. Penalties will not affect base salary.

Penalties deducted for absences will need to be represented as a percentage of an officer's hourly base rate. This will be necessary to accommodate part day absences. Logically, as each officer is paid 33.0618% of the base salary for 76 hours work, the same percentage of the hourly rate will be used to deduct for absences, adjusted to 29.6967% for leave loading purposes.

Example

Officer Level OO4 04 as from 1 September 2015	
Base rate	\$ 2,239.90
Hourly rate	\$ 29.47
Shift allowance	\$ 740.55
29.6967% of hourly rate	\$ 8.75

An officer absent for 12 hours would therefore be deducted \$105 which represents:

- 12 (number of hours absent) multiplied by \$8.75 (29.6967% of \$29.47 - hourly rate) equals \$105.

5.5.3 Casual Employees

- (1) The engagement of casual employees shall not be utilised to permanently fill any full-time position.
- (2) A casual employee is paid 23% in addition to the ordinary hourly base rate as calculated using the annual base rates referred to in clause 5.2.1. Where a casual employee works 12 hour shifts, covering both night and day shifts, including weekends and public holidays, they are further entitled to the Block Pay Roster Allowance of 33.0618% on base pay.
- (3) In addition to the provisions of clause 5.5.3(2), a casual employee is further entitled to payment of any applicable allowances (other than Block Pay Roster Allowance), based pro-rata on the number of hours worked.
- (4) Casual Employees are entitled to increments in accordance with clause 3.2(1).

SECTION 6: ROSTER CYCLE

- 5.6.1** Each permanent employee will be rostered off for one 12 hour shift in each work cycle.

SECTION 7: MISCELLANEOUS PROVISIONS

5.7.1 Deployment of officers

The employer reserves the right to deploy between shifts as required to meet operational requirements and to ensure the periodic movement of officers between shifts.

5.7.2 Block Pay

The parties are committed to continuing to review the existing block pay arrangements and the agreed calculation methodology of the block pay allowance rate to ensure staff are not disadvantaged.

APPENDIX 16: QUEENSLAND CURRICULUM AND ASSESSMENT AUTHORITY

Continuing, reviewed and updated provisions

1. Casual Employees engaged under the *Queensland Public Service Officers and Other Employees Award – State 2015*.
- 1.1 Hours of Work – Casual Employees shall have a spread of ordinary hours of 8.00 am to 6.00 pm Monday to Friday.

APPENDIX 17: QUEENSLAND BUILDING AND CONSTRUCTION COMMISSION EMPLOYING OFFICE

Continued, reviewed and updated provisions

1. Mental or Physical Incapacity

The provisions of Chapter 5 Part 7 (Mental or physical incapacity) of the *Public Service Act 2008* shall apply to the Queensland Building and Construction Commission and/or the related Employing Office for the period of this Agreement.

APPENDIX 18: RESIDENTIAL TENANCIES EMPLOYING OFFICE

Continuing, reviewed and updated provisions originally prescribed in the *Residential Tenancies Authority Development Agreement, 1996*

1. Flexible Working Hours

The Residential Tenancies Authority (RTA) is committed to providing its employees with some flexibility in working hours to enable employees to better balance work, family and other life commitments and increase job satisfaction.

The RTA shall maintain a policy in relation to flexible hours of work. Such hours of work arrangements are to be applied in a way that ensures that operational and client service requirements are met. Consultation between employees and their team leaders/managers is essential for the successful operation of any such arrangements. Such arrangements may permit employees working additional time beyond the standard day of 7 hours 15 minutes if there is sufficient work available to be undertaken and if there is a legitimate business need for the work to be completed at that particular time. By working such additional time, employees may have the opportunity to accrue and bank time to be taken at a later date.

The RTA hours of work arrangements are developed in consultation with the RTA Consultative Committee.

2. Annual leave

Annual leave shall be able to be accessed by employees on a half pay basis for the life of this Agreement subject to operational requirements of the RTA.

APPENDIX 19: SAFE FOOD PRODUCTION QUEENSLAND

Continuing, reviewed and updated provisions originally prescribed in the *Safe Food Enterprise Development – Certified Agreement 2002*

1. Study Leave

The provisions of the Ministerial Directive relating to “Study and Examination Leave” issued and amended under section 54 of the *Public Service Act 2008*, will continue to apply to Safe Food Production Queensland employees covered by this Agreement.

2. Paid Parental Leave

The provisions of Ministerial Directive relating to “Paid Parental Leave” issued and amended in accordance with section 54 of the *Public Service Act 2008*, will continue to apply to Safe Food Production Queensland employees covered by this Agreement.

APPENDIX 20: DEPARTMENT OF JUSTICE AND ATTORNEY-GENERAL

Continuing, reviewed and updated provisions originally prescribed in the *Department of Communities (Employees - except Nursing Staff- Engaged in Operations in Youth Detention Centres) - Certified Agreement 2004*

PART 1: APPLICATION

1.1 Application

- 1.1.1 The terms of this appendix shall apply to all employees, except Nursing Staff, engaged in operations in Youth Detention Centres and shall be read and interpreted in conjunction with the *Youth Detention Centre Employees Award – State 2016*.
- 1.1.2 Where the ordinary hours of work is agreed to be 12 hours per day Monday to Sunday inclusive in accordance with Clause 15.1.(c) of the Award, the employment conditions prescribed in Part 2 of this appendix shall apply.

PART 2: EMPLOYMENT CONDITIONS

2.1 12 hour Shift Arrangements – Youth Detention Centres

- 2.1.1 It has been agreed that 12 hour shift arrangements will operate for continuous shift workers in Brisbane Youth Detention Centre, in accordance with section 15.1(c) *Youth Detention Centre Employees Award – State 2016*.
- 2.1.2 Any extension of the 12 hour shift arrangements to Cleveland Youth Detention Centre could only occur as per section 15.1(c) *Youth Detention Centre Employees Award – State 2016* i.e. only with the agreement of the employer and the majority of employees concerned.
- 2.1.2 Staff working 12 hour shift arrangements will, if introduced by agreement between the employer and a majority of affected employees, receive a ‘Consolidated Shift Allowance’.
- (a) The Consolidated Shift Allowance will be a consolidation of the following:
- shift allowances incurred for morning, afternoon, evening and night shifts; and
 - weekend penalty payments.
- (b) The Consolidated Shift Allowance will be calculated as follows:
- 26.96% for Youth Workers;
 - 26.96% for Section Supervisors; and
 - 27.46% for Shift Supervisors.
- (c) The calculation of the Consolidated Shift Allowance will not include payments for public holidays or overtime, as these payments will be made as per award provisions and as they occur.
- (d) The Consolidated Shift Allowance will be payable:
- fortnightly;
 - on base salary only;
 - during Recreation Leave in lieu of recreation leave loading as per clause 19.1(b)(i) of the *Youth Detention Centre Employees Award – State 2016*; and
 - during Long Service Leave
- (e) The Consolidated Shift Allowance will not be payable on:
- overtime;

- superannuation (except where required to be included for calculation of Ordinary Time Earnings under the Superannuation Guarantee legislation);
- accrued time off; or
- all other leave types, unless a relevant Ministerial Directive/s provides otherwise.

2.2 Rest Pauses and Meal Breaks

- 2.2.1 Shiftworkers participating in 12 hour shifts shall be entitled to a 30 minute break at the conclusion of the school day to be taken away from their designated work area, at a time which suits the convenience of the employer and so as not to interfere with the continuity of work.
- 2.2.2 Every shiftworker participating in 12 hour shifts is entitled to a rest pause of 15 minutes duration in the employer's time in the first and second half of the working day. Such rest pauses are to be taken at times to suit the convenience of the employer and so as not to interfere with the continuity of work where work is necessary. Provided that the employer may determine that the rest pauses may be taken as three 10 minute rest pauses or combined into one 30 minute rest pause to be taken during the working day.
- 2.2.3 Employees who are required to supervise young people during meal-times shall be provided with meals free of charge.

2.3 Training

- 2.3.1 Five days off the job in-service training shall be provided to all Youth Workers on an annual basis.

Continuing, reviewed and updated provisions originally prescribed in the *State Government Departments Certified Agreement 2006*

3. Cross Centre Consultation

The parties to this Agreement undertake to develop strategies which focus on opportunities for staff of Cleveland and Brisbane Youth Detention centre to share information about centre operations. These strategies will derive the following benefits:

- Value adding to improved services to young people;
- Sharing of centre goals and planning;
- Better information and increased knowledge and 'know-how';
- Elimination/reduction of policy and procedural differences where this improves services;
- Improved decision making; and
- Exchange of ideas, innovation and skills.

The strategies will bring staff together via electronic means or face to face in limited circumstances. The parties may use existing governance arrangements, such as centre based meetings and the Youth Detention Operations Sub-Committee, or develop additional arrangements to facilitate planned and focused meetings.

Progress will be discussed at each meeting of the Youth Detention Operations Sub-Committee of the Agency Consultative Committee.

4. Union Encouragement

The agency values the roles of the workplace union delegates and agrees to a set of practices which supports the performance of that role. These practices will include, but not be limited to, the following:

- Caucus time prior to approved meetings;
- Adhere to 'compensation arrangements for union delegates' as endorsed by YDOSC in July 2008;
- Local Consultative Committees;
- Release union delegates from shift to act as support person when possible;
- Attempt to schedule meetings when support staff are on shift;
- Sharing of union material in the workplace; and
- Reasonable access to resources to allow union communication within the workplace.

The existing Youth Detention Operations Sub-Committee agreed Dispute Resolution Process will be utilised where necessary to resolve disputes concerning the application of this provision.

Continuing, reviewed and updated provisions originally prescribed in the *Liquor Licensing Investigators – Hours of Work - Certified Agreement 2005*

PART 1: APPLICATION

These provisions shall apply to Liquor Licensing Officers employed by the Office of Liquor and Gaming Regulation, Department of Justice and Attorney-General, when they are required to work non-standard days.

PART 2: DEFINITIONS

Accrued Time Credits means the amount of time that an employee performs ordinary work and/or obtains credit for periods of work in excess of 7¼ hours per day or 36¼ hours per week.

Accrued Time Off means an approved absence debited against accrued time credits.

Licensing Investigator means a Licensing Officer who is appointed as an Investigator under the *Liquor Act 1992* and who is engaged in the Compliance Unit, Liquor Licensing Division or a Regional Office.

Non-standard day means any day where ordinary hours are rostered to be performed outside a 6:00am to 6:00pm spread of hours or on a Saturday or Sunday.

Non-standard week day means any non-standard day on a Monday to Friday where an employee is rostered to commence work.

Non-standard weekend day means any non-standard day on a Saturday or Sunday where an employee is rostered to commence work.

Standard day means a normal working day as defined in the Department's Hours of Duty Arrangements.

Shift for the purposes of these provisions, means the period of work rostered to be performed on any day.

Relevant coordinator means the responsible Regional Manager or Senior Liquor Licensing Officer for regional staff and Principal Liquor Officer for Brisbane staff.

Schoolies means the period at the conclusion of the school year (late November to early December) when there is a large number of school leavers celebrating the end of their schooling.

PART 3: EMPLOYMENT CONDITIONS

3.1 Hours of Work

3.1.1 There will be no defined spread of hours for work performed on non-standard days in accordance with these provisions.

3.1.2 Ordinary hours shall be seven and one-quarter (7 1/4) hours per day exclusive of a meal break to be taken between the third and sixth hour. Provided that the meal break may be taken at another time, at the employees' option, for operational convenience.

3.1.3 All work performed on non-standard week days shall commence at or after 12 noon.

3.1.4 A minimum of four (4) hours are to be worked in the field on any non-standard day unless otherwise directed.

3.2 Maximum Hours

- 3.2.1 An employee shall not be compelled to work more than seven and one quarter (7¼) ordinary hours on any non-standard day, but may, at their option, elect to work up to nine and one half (9½) hours provided there is work to be performed.
- 3.2.2 Except as provided for in clause 3.1.2 above, any time worked at an employee's initiative in excess of nine and one half (9½) hours during a shift or in excess of five (5) hours before or after the meal break shall not be counted as working time and such additional time worked will not gain any advantage for the employee concerned.

3.3 Number of Non-Standard Days

- 3.3.1 Except as provided for in clause 3.3.3 and 3.3.4 below, employees shall work up to four (4) non-standard days per four (4) week cycle.
- 3.3.2 Overall, up to one half of the non-standard days worked shall be on weekends.
- 3.3.3 During the period known as "Schoolies" employees may be directed to work more than four (4) non-standard days per four (4) week cycle.
- 3.3.4 Where other special events occur, such as regional tours and visits to remote locations, employees, in agreement with management, may work more than four (4) non-standard days per four (4) week cycle.

3.4 Rosters

- 3.4.1 Rosters shall be developed by the relevant coordinator in consultation with the staff affected.
- 3.4.2 Rosters will be for four (4) weeks and determined at least one (1) week in advance.
- 3.4.3 Rosters will be prepared to coincide with the fortnightly pay cycle.
- 3.4.4 Rosters will provide for 4 days off in each fortnight. The days off will be taken in two lots of two consecutive days except by agreement between the relevant coordinator and the employee concerned.
- 3.4.5 Shifts commencing after 10:00pm on a Friday night shall be counted as a weekend shift.
- 3.4.6 Staff members may exchange rosters by mutual agreement and with the approval of the relevant coordinator.
- 3.4.7 Broken work shall only be worked during the period known as "schoolies".
- 3.4.8 Where an employee is rostered to work broken work, a minimum of four (4) hours will be provided between the work segments.
- 3.4.9 An allowance of \$20.00 shall be paid for each broken shift worked.

3.5 Workplace Health and Safety

- 3.5.1 No employee shall be required to work alone in the field after 8:00pm.
- 3.5.2 A minimum break as prescribed in clause 18.9 of the *Queensland Public Service Officers and Other Employees Award – State 2015* will be provided between the cessation of work on one day and the commencement of

ordinary work on the next.

3.5.3 Where pursuant to clause 3.5.2 above an employee is rostered to work a standard day immediately following a non-standard day, the employee shall be credited with the time difference between the maximum available working hours for that day and seven and one quarter (7¼) hours.

3.5.4 Where available, secure parking for employees' private vehicles will be provided while working non-standard days. Where secure parking cannot be provided, a departmental vehicle will be made available, where possible, on the basis that the vehicle must be returned to the office by 9:30am the following standard day. Where a secure car park or transport via a departmental vehicle is not available, the officer shall be reimbursed the cost of a taxi fare.

3.6 Accrued Time Off

Accrued Time Off shall not be granted for any time an employee is to be working a non standard day (i.e. a rostered shift) under these provisions.

3.7 Work performed on Public Holidays

3.7.1 All employees shall be credited with a Standard Day for Public Holidays, which occur from Mondays to Fridays inclusive unless rostered to work a non-standard day.

3.7.2 Work performed on a Public Holiday that is a rostered non-standard day shall be compensated in accordance with clause 23 of the *Queensland Public Service Officers and Other Employees Award – State 2015*.

3.8 Overtime

Subject to any classification restrictions to paid overtime as prescribed in the Ministerial Directive relating to "Hours, Overtime and Excess Travel" issued and amended in accordance with section 54 of the *Public Service Act 2008*, employees who are directed to perform work in excess of seven and one-quarter (7¼) hours exclusive of meal breaks in any one non-standard day, shall, at the discretion of the employee, be compensated either by paid overtime at the rate prescribed in the *Queensland Public Service Officers and Other Employees Award – State 2015*, or have such time accrued on a time for time basis.

3.9 Leave

3.9.1 If an employee is unable to attend work for a non-standard day, the day will be taken as a standard day.

3.9.2 Single day recreation leave will not be granted for rostered non-standard days except in emergent or compassionate circumstances. If an employee requires a day off on a rostered non-standard day and cannot exchange days with another employee then the day will be taken off as a standard day.

3.9.3 Periods of recreation leave shall be paid for in accordance with the approved roster subject to clause 3.11.2 below.

3.10 Travelling Time

3.10.1 Travel upon authorised work away from an employee's headquarters during ordinary hours shall be counted as time worked for the purposes of these provisions.

3.10.2 Time spent travelling outside ordinary hours shall be accrued in accordance with the Ministerial Directive relating to "Excess Travel Time" issued and amended in accordance with section 54 of the *Public Service Act 2008*, and added to the employee's time off in lieu (TOIL) Credits.

3.10.3 For the purposes of this provision, ordinary hours means the employee's rostered shift.

3.11 Compensation for Non-Standard Days

- 3.11.1 Except for public holidays, in lieu of afternoon and night shift allowances and weekend penalty payment, an allowance of 6% of the employee's base fortnightly salary shall be paid for each full rostered non-standard day or a pro-rata amount for a part-day.
- 3.11.2 This allowance shall be paid on recreation leave taken and accrued under these provisions after working a minimum of three (3) months under these provisions. The payment shall not be paid during sick leave or long service leave.
- 3.11.3 If an employee is unable to attend work for a non-standard day the employee will not be entitled to an allowance for that day unless otherwise provided for under clause 3.11.2 above.
- 3.11.4 If an employee is required to work non-standard days in addition to those rostered, an allowance of 6% of the fortnightly base salary will be paid for each occurrence.

APPENDIX 21: DEPARTMENT OF NATURAL RESOURCES AND MINES

Continuing, reviewed and updated provisions originally prescribed in the *State Valuation Service Certified Agreement 2004*

1. The base pay point for Valuers of the State Valuation Service who gain their registration as a valuer shall be PO3 classification level paypoint 1.
2. The State Valuation Service will pay up to 100% of the State Valuation Service Valuers' 'Continuing Professional Development' points required as part of the Valuers' continued registration.

APPENDIX 22: EMPLOYEES COVERED BY THE BUILDING, ENGINEERING AND MAINTENANCE SERVICES EMPLOYEES (QUEENSLAND GOVERNMENT) AWARD – STATE 2016 ENGAGED IN THE BUILDING TRADES STREAM

PART 1: APPLICATION

1.1 Application

1.1.1 The terms of this Appendix shall apply to employees covered by the *Building, Engineering and Maintenance Services Employees (Queensland Government) Award State – 2016* (BEMS Award) engaged in the building trades stream.

1.2 Relationship with other industrial instruments

1.2.1 Clause 12.3(a), Schedule 1 and Schedule 4.1 of the BEMS Award or the provisions as amended by the parties to that award, shall continue to define the criteria to progress between the various classifications for building trades employees contained in the *State Government Entities Certified Agreement 2015*.

1.2.2 Additional paypoints between BT1 and BT3 classifications shall be accessible to enable employees to access 50% of the wage rate applicable when half the next level of competency is demonstrated by the employee concerned, and is also required in the workplace. Such additional paypoints will be payable following assessment in the workplace in accordance with current and applicable competency standards.

Additional mid-points will be payable on the following basis:

Paypoints	Progression Criteria	Calculation of Paypoints
BT1	As prescribed by clause S4.1.2 of the BEMS Award and the relevant competency standards for BT1.	BT1 rate as prescribed by this Agreement.
BT1 midpoint	50% of the competency points as prescribed by clause S4.1.2 of the BEMS Award and the relevant competency standards required for assessment from BT1 to BT2.	BT1 rate as prescribed by this Agreement plus 50% of the difference between BT1 and BT2 as prescribed by this agreement.
BT2	As prescribed by clause S4.1.2 of the BEMS Award and the relevant competency standards for BT2.	BT2 rate as prescribed by this Agreement.
BT2 midpoint	50% of the competency points as prescribed by clause S4.1.2 of the BEMS Award and the relevant competency standards required for assessment from BT2 to BT3.	BT2 rate as prescribed by this Agreement plus 50% of the difference between BT2 and BT3 as prescribed by this agreement.
BT3	As prescribed by clause S4.1.2 of the BEMS Award and the relevant competency standards for BT3.	BT3 rate as prescribed by this Agreement.
BT3 midpoint	An additional six competency points of relevant structured training from another Trade or Post Trade in addition to the requirements for a BT3.	BT3 rate as prescribed by this Agreement plus 50% of the difference between BT3 and the CW8 classification from the <i>Civil Construction, Operations and Maintenance General Award – State 2016</i> (115% rate) as prescribed by this Agreement.

1.2.3 Re-assessment for building trades employees remunerated between BT1 and BT3 may only occur after a period of at least 6 months has elapsed since the employee was last assessed.

APPENDIX 23: EMPLOYEES COVERED BY THE BUILDING, ENGINEERING AND MAINTENANCE SERVICES EMPLOYEES (QUEENSLAND GOVERNMENT) AWARD – STATE 2016 ENGAGED IN THE ENGINEERING STREAM

PART 1: APPLICATION

1.1 Application

1.1.1 The terms of this Appendix shall apply to employees covered by the *Building, Engineering and Maintenance Services Employees (Queensland Government) Award – State 2016* (BEMS Award) engaged in the engineering stream.

1.2 Relationship with other industrial instruments

1.2.1 Schedules 2 and 4.2 of the BEMS Award and the National Metal and Engineering Competency Standards Implementation Guide, or those clauses as amended by the parties to that award, shall continue to define the criteria to progress between the various classifications for engineering employees contained in the *State Government Entities Certified Agreement 2015*.

1.2.2 Additional mid-points (AMP) between C10 and C7 classifications will be accessible to enable employees to access 50% of the wage increase applicable when half the next level of competency is demonstrated by the employee concerned, and is also required in the workplace. The mid-points will be payable following assessment in the workplace.

Additional mid-points will be payable on the following basis:

Paypoint	Progression Criteria	Calculation of AMP Rate
C10	As prescribed by schedule 2 and 4.2 of the BEMS Award and the National Metal and Engineering Competency Standards Implementation Guide for C10.	C10 rate as prescribed by Appendix 3 of this Agreement.
C10midpoint	50% of the competency points as prescribed by clause schedules 2 and 4.2 of the BEMS Award and the National Metal and Engineering Competency Standards Implementation Guide required for assessment from C10 to C9.	C10 rate as prescribed by Appendix 3 of this Agreement plus 50% of the difference between C10 and C9 as prescribed by Appendix 3 of this Agreement.
C9	As prescribed by schedules 2 and 4.2 of the BEMS Award and the National Metal and Engineering Competency Standards Implementation Guide for C9.	C9 rate as prescribed by Appendix 3 of this Agreement.
C9midpoint	50% of the competency points as prescribed by schedules 2 and 4.2 of the BEMS Award and the National Metal and Engineering Competency Standards Implementation Guide required for assessment from C9 to C8.	C9 rate as prescribed by Appendix 3 of this Agreement plus 50% of the difference between C9 and C8 as prescribed by Appendix 3 of this Agreement.
C8	As prescribed by schedules 2 and 4.2 of the BEMS Award and the National Metal and Engineering Competency Standards Implementation Guide for C8.	C8 rate as prescribed by Appendix 3 of this Agreement
C8midpoint	50% of the competency points as prescribed by schedules 2 and 4.2 of the BEMS Award and the National Metal and Engineering Competency Standards Implementation Guide required for assessment from C8 to C7.	C8 rate as prescribed by Appendix 3 of this Agreement plus 50% of the difference between C8 and C7 as prescribed by Appendix 3 of this Agreement.

C7	As prescribed by schedules 2 and 4.2 of the BEMS Award and the National Metal and Engineering Competency Standards Implementation Guide for C7.	C7 rate as prescribed by Appendix 3 of this Agreement.
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C7midpoint	50% of the competency points as prescribed by schedules 2 and 4.2 of the BEMS Award and the National Metal and Engineering Competency Standards Implementation Guide required for assessment from C7 to C6.	C7 rate as prescribed by Appendix 3 of this Agreement plus 50% of the difference between C7 and C6 as prescribed by Appendix 3 of this Agreement.
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1.2.3 Re-assessment for engineering employees remunerated between C10 and C7 may only occur after a period of at least 6 months has elapsed since the employee was last assessed.

APPENDIX 24: EMPLOYMENT SECURITY POLICY

1. Introduction

The Queensland Government has restored this employment security policy for government agencies as part of its commitment to restoring fairness for its workforce.

The Government is committed to maximum employment security¹ for permanent government employees (as outlined in section 2 – Application) by developing and maintaining a responsive, impartial and efficient government workforce as the preferred provider of existing services to Government and the community. The workforce’s commitment to continue working towards achievement of best practice performance levels makes this commitment possible.

The Government is also committed to providing stability to the government workforce by curbing organisational restructuring. The focus will be on pursuing performance improvement strategies for the government workforce to achieve “best value” delivery of quality services to the community, in preference to restructuring, downsizing or simply replacing government workers with non-government service providers. A greater emphasis will be placed on effective change management, which together with workforce planning, career planning and skills development will ensure that the government workforce has the flexibility and mobility to meet future needs.

Further, the Government undertakes that permanent government employees will not be forced into unemployment as a result of organisational change or changes in agency priorities other than in exceptional circumstances. Where changes to employment arrangements are necessary, there will be active pursuit of retraining and deployment opportunities, and involuntary redundancy will only occur in exceptional circumstances, and only with the approval of the Commission Chief Executive, Public Service Commission.

2. Application

This policy applies to all permanent employees of Queensland Government agencies (including departments, public service offices, statutory authorities and other government entities as defined under the *Public Service Act 2008*).

This policy does not apply to government employees who are subject to disciplinary action which would otherwise result in termination of employment, or who are not participating in reasonable opportunities for retraining, deployment or redeployment.

3. Authority

This policy was approved by Cabinet on 30 March 2015.

4. Policy

4.1 Permanent Employment

The Queensland Government is committed to maximising permanent employment where possible. Casual or temporary forms of employment should only be utilised where permanent employment is not viable or appropriate. Agencies are encouraged to utilise workforce planning and management strategies to assist in determining the appropriate workforce mix for current and future needs.

¹ Employment security is a commitment to continuing employment in government, as distinct from job security. This distinction recognises that jobs may change from their current form, as the skills mix and composition of the government workforce vary to meet changing government and community service needs.

4.2 Organisational change and restructuring

It is the Government's intention that future organisational change and restructuring will be limited in scale. All organisational change will need to demonstrate clear benefits and enhanced service delivery to the community. The objective is to stabilise government agencies, and to avoid unnecessary change that will not deliver demonstrable benefit to the Government or the community.

Cabinet approval is required for all major organisational change and restructuring in agencies:

- (a) that will significantly impact on the government workforce (e.g. significant job reductions, deployment to new locations, alternative service delivery arrangements, etc). The emphasis will be on minimum disruption to the workforce and maximum placement of affected staff within agencies, and ordinarily organisational restructuring should not result in large scale "spilling" of jobs.
- (b) that will have major social and economic implications, particularly in regional and rural centres where the government is committed to maintaining government employment. Proposals affecting these centres need to carefully evaluate the impact on communities to ensure that short-term efficiency gains are balanced against the long-term social and economic needs of these communities.

The agency will need to demonstrate that any proposed organisational change or restructuring will result in clearly defined service enhancements to government and/or the community, as identified in a business case, and be undertaken through a planned process. Where an agency has made a decision to introduce major organisational change or restructuring, it will notify affected employees/unions and discuss the changes as early as practicable. This may be undertaken through forums such as Agency Consultative Committees.

The requirement to obtain Cabinet approval for major organisational change is not intended to reduce the flexibility of Chief Executives in their day-to-day management of agencies' operations. Chief Executives retain prerogative over normal business activities to manage the government workforce, (such as job reclassification, job redesign, performance management, disciplinary action and transfers), and organisational improvement initiatives (such as process re-engineering, changes in work practices and the introduction of new technology).

4.3 Employees affected by organisational change

The government undertakes that tenured government employees will not be forced into unemployment as a result of organisational change, other than in exceptional circumstances.

Government employees affected by performance improvement initiatives or organisational change will be offered maximum employment opportunities within the government, including retraining, deployment, and redeployment. Only after these avenues have been explored will voluntary early retirement be considered.

Where continuing employment in the government is not possible, support, advice and assistance will be provided to facilitate transition to new employment opportunities. In the event of a decision to outsource a government service, the agency should ensure that every effort is directed towards assisting employees to take up employment with the external provider. Retrenchment will only be undertaken in exceptional circumstances where deployment or redeployment are not options, and only with the approval of the Commission Chief Executive, Public Service Commission.

4.4 Consultation

For further advice on the application of this policy, agencies should consult with the Office of Fair and Safe Work Queensland.

APPENDIX 25: QUEENSLAND GOVERNMENT POLICY ON THE CONTRACTING-OUT OF SERVICES

1. Application

The Queensland Government recognises that government agencies are the key instruments for delivering or implementing the policies of the government.

In striving to achieve "best value" delivery of services to the community, the government's focus will be on pursuing performance improvement strategies for its workforce, not on simply replacing government employees with non-government service providers.

In this regard, the government has restored the following policy on contracting-out of services as part of its commitment to restoring fairness for the government workforce. This policy² applies to all Queensland Government agencies (including departments, public service offices, statutory authorities, and other government entities as defined under the Public Service Act 2008) and all tenured employees of these agencies. The government recognises that, in the case of Queensland Health (comprising the Department of Health and the Hospital and Health Services), public health services are provided through a mix of in-house delivered services and partnerships with non-government, community and private sector health providers. For the purposes of this policy, contracting-out refers to a contractual arrangement to deliver a service to government or the provision of a government service by a non-government service provider. Capital works programs are not considered government services for the purpose of this policy. This means that current arrangements for delivery of the capital works program through competitive tendering will continue. Further, the purchase of services by government agencies from an internal government provider is not regarded as contracting-out.

Similarly, services contracted to community service providers through grant programs or as recurrently funded programs are not regarded as being contracted-out for the purposes of this policy.

This policy does not apply to the normal purchase of inputs to government agencies such as office supplies and consultancies. It does however apply to contractual arrangements such as cleaning and other 'hotel' type services.

Where there are major joint ventures or co-locations with the private sector (e.g. hospital co-locations) decisions on the delivery of support services will be made on a case by case basis.

2. Authority

This policy was released on 16 January 2016.

3. Policy

3.1 Services currently provided in-house (i.e. by a government agency)

It is the policy of the government that in order to maintain existing government jobs, there will be no contracting-out of services currently provided in-house other than in circumstances where:

- actual shortages exist in appropriately skilled in-house staff;
- there is a lack of available infrastructure capital or funds to meet the cost of providing new technology; or
- it can clearly be demonstrated that it is in the public interest that services should be contracted-out.

² This policy should be read in conjunction with applicable industrial instruments.

Cabinet approval will be required only for contracting-out proposals that meet the criteria outlined above where they would have a significant impact on the government's workforce in terms of job losses. Cabinet submissions proposing contracting-out initiatives should detail:

- why the service cannot continue to be delivered by government agencies;
- the impact on the government workforce;
- how the proposed initiative will improve government service delivery;
- any social and/or economic impact on the Queensland community;
- the impact on regional and rural communities, where relevant, particularly in regard to maintenance of public employment in regional and rural Queensland;
- the impact on future competitive tendering in a market where the government will have no capacity to bid;
- communication and consultation strategies, including managing the impact on the tenured government workforce, and workforce transition plans for deployment, redeployment and retraining; and
- the cost implications for government.

Where the government agrees to contract-out services, employees and the relevant unions will be consulted as early as possible. Discussions will take place prior to any steps being taken to call tenders or to enter into any alternative bidding arrangement for the provision of services by an external provider.

If, after full consultation with employees and relevant unions, employees are to be affected by the necessity to contract-out services, the government agency should:

- ensure that effort is directed towards assisting employees to take up employment with the contractor; and/or
- ensure that employees are given the maximum opportunity to accept deployment and redeployment.

3.2 Services currently contracted-out

It is the policy of the government that when existing contracts with non-government providers are due for renewal, the services generally will be once again offered to contract.

If the conditions of the existing contract allow for the contract to be renewed without a tendering process, and the external provider has met all the conditions of the contract, a new contract may be offered to the current provider subject to continuing commercial viability and the mutual agreement of both parties.

Where a contract is due to expire and a tendering process is proposed, government agencies may bid for the work, subject to any legislative requirements and government agencies competing on a fair basis – that is, with any advantages or disadvantages that stem solely from their public ownership being removed or accounted for in an appropriate manner. Operational guidelines will be developed to assist agencies in assessing the relative merits of in-house and external bids.

In-sourcing will be undertaken only where it can be demonstrated that work is competitive on an overall "best value" basis, including quality and cost of purchase and maintenance of any capital equipment required to perform the work.

3.3 New services

A decision on whether it is appropriate to contract-out new government services with significant workforce impacts will be made on a case by case basis by Cabinet. Opportunity will be provided for the new government service to be delivered by in-house staff where it can be demonstrated that work is competitive on an overall "best value" basis, including quality and cost of purchase and maintenance of any capital equipment required to perform the work.

Cabinet submissions proposing contracting-out of new services should detail:

- any social and/or economic impact on the Queensland community;
- the impact on regional and rural communities;
- the impact on future competitive tendering in a market where the government will have no capacity to bid;
- why the service needs to be delivered by a non-government service provider; and
- the cost implications for government.

3.4 Services in replacement facilities

Existing outsourcing arrangements may not always be extended to replacement facilities (e.g. replacement hospitals and schools). A decision by Cabinet on whether it is appropriate to continue to contract-out services in replacement facilities will be made on a case by case basis.

Where a decision is made to transfer the existing contract to a replacement service, this may be offered to the current provider subject to commercial viability and the mutual agreement of both parties.

Opportunity should be given for in-house staff to undertake the work where it can be demonstrated that work is competitive on an overall "best value" basis, including quality and cost of purchase and maintenance of any capital equipment required to perform the work.

Cabinet submissions proposing contracting-out of replacement services should detail:

- the impact on the government workforce;
- how the proposed initiative will result in improvements to government service delivery;
- any social and/or economic impact on the Queensland community;
- the impact on regional and rural communities, where relevant, particularly in regard to maintenance of public employment in regional and rural Queensland;
- the impact on future competitive tendering in a market where the government will have no capacity to bid, if relevant; and
- the cost implications for government.

3.5 Implementing the Policy on the Contracting-Out of Services

In applying this policy, the following principles should be adhered to:

- i. The primary focus should be on improving the productivity of the existing government workforce through performance improvement strategies (such as training, innovation, and benchmarking);
- ii. Where services currently contracted-out come up for tender, or the delivery of new services and services in replacement facilities are being considered, in-house staff should be given the opportunity to undertake the work where it can be demonstrated that it is competitive on an overall "best value" basis, including quality and cost of purchase and cost of maintenance of any necessary capital equipment;
- iii. Where competitive tenders involve in-house bids, those bids must be fairly based – that is, with any advantages or disadvantages that stem solely from their public ownership being removed or accounted for in an appropriate manner;
- iv. Except in exceptional circumstances, in-house work units should be afforded sufficient opportunity and support, over a reasonable time, to achieve an acceptable level of performance, efficiency and effectiveness, before alternative service provision options are considered; and
- v. Options for the management of employees affected by organisational change are to include deployment, retraining, redeployment and voluntary early retirement.