

## s 22(1)(a)(ii)

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**From:** s 22(1)(a)(ii)  
**Sent:** Wednesday, 27 March 2024 2:17 PM  
**To:** s 22(1)(a)(ii)  
**Subject:** FW: Changes to EA [SEC=OFFICIAL]  
**Attachments:** Supporting material for the proposed Department of Agriculture, Fisheries and Forestry Enterprise Agreement 2024 – 2027.docx; EA Travellers Feb 24.docx

Hey <sup>s 22(1)(a)(ii)</sup>

as discussed, I may not make today's catchup with Bargaining team, I have reviewed much of the initial topics / clauses that we (Travellers) had some initial questions over, I am now less concerned having reread the changes but the topics highlighted below may still be raised for discussion / clarity.

# s 22(1)(a)(ii)

Clause 273 – 291 - **Shift Work** –

There was some initial concern that 150 ordinary hours needed to be averaged over a 4 week period, many rosters exceed this at various points in time over a roster cycle (often 6 – 7 weeks),

**just confirming** ordinary hours worked for a shift worker are to be averaged over the **roster period** which in many cases is longer than 4 weeks.

Clause 286 & 287 – Roster review committee and consultation with staff when there is an intention to review a roster

- EA clarifies there is an obligation to advise staff of an intention to review a roster and then a commitment to establish a roster review committee including management, workers and union for a variation or review of a current roster. This is now required for variation to a roster (excluding seasonal changes and staff movements within an existing pattern. Thought there may have been reference to the significance of a roster variation that would constitute establishing a roster committee but doesn't appear to be the case.

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<p><b>HOURS OF DUTY</b></p> <p><i>Ordinary Hours of Work</i></p> <p>3.2 The ordinary hours of work for full-time employees (other than shiftworkers) are 37 hours and 30 minutes per week, to be worked on the basis of seven hours and 30 minutes each day, Monday to Friday. Ordinary hours of work for shiftworkers are an average total of 150 hours per four-week period.</p> <p>3.3 The standard working day is considered to be 8.30 am to 12.30 pm and 1.30 pm to 5.00 pm (seven hours and 30 minutes per day) Monday to Friday.</p> <p><i>The standard working day for employees who are not regional employees or OPV employees is considered to be 8.30 am to 12.30 pm and 1.30 pm to 5.00 pm (seven hours and 30 minutes per day) Monday to Friday.</i></p>	<p><b>WORKING CONDITIONS</b></p> <p><b>Full-time employment</b></p> <p>You are a full-time employee if your ordinary hours of work are 38 per week, Monday to Friday, within a 5:00am to 5:00pm span.</p> <p><b>Breaks</b></p> <p>16.1 You are normally (i.e. subject to operational requirements) required to take an unpaid meal break of not less than 30 minutes after you have worked five hours on any one day.</p> <p>16.2 If you work at an establishment the following breaks will apply:</p> <p>a. An unpaid lunch break of not more than one hour and not less than 45 minutes, unless the establishment's lunch break is</p>	<p><b>Working hours</b></p> <p>201. The ordinary hours of work for:</p> <p>201.1 full time employees (other than shift workers) are 37.5 hours per week, 7.5 hours per day, Monday to Friday within the bandwidth. Hours may be averaged over a four week settlement period.</p> <p>201.2 shift workers are 150 hours averaged over a 4 week settlement period.</p> <p>201.3 part time employees are the hours of work agreed in their part time work agreement.</p> <p><b>Standard daily working hours</b></p> <p>202. A standard day for the purposes of leave, attendance and salary is outlined below.</p> <p><i>Employees based in the Canberra Head Office</i></p> <p>203. The standard working day for employees based in the Canberra Head Office is 8.30 am to 12.30 pm and 1.30 pm to 5.00 pm (7.5 hours per day) Monday to Friday.</p> <p><i>Regional employees (including OPVs and meat inspectors)</i></p> <p>204. The standard working day for regional employees (including OPVs and meat inspectors) is 7.30 am to 12.00 pm and 12.30 pm to 3.30 pm (7.5 hours per day) Monday to Friday.</p> <p><b>Bandwidth</b></p>	<p>Sets the ordinary hours of work for full time employees at 37.5 hrs per week, and confirms specifics for shift workers and part time employees.</p> <p>Retains the separate standard daily hours (clauses 202 – 204) and bandwidths (205 – 207) currently in the BoD determination:</p> <ul style="list-style-type: none"> <li>- employees based in the Canberra Head Office - 7:00am to 7:00pm, Monday to Friday, 8.30 am to 12.30 pm and 1.30 pm to 5.00 pm (7.5 hrs per day); and</li> <li>- Regional employees (including OPVs and meat inspectors) - 6:30am to 6:30pm, Monday to Friday, 7.30 am to 12.00 pm and 12.30 pm to 3.30 pm (7.5 hrs per day).</li> </ul> <p>Retains the requirements for recording working hours and advising absences.</p> <p>Confirms employees will normally be required to take an unpaid meal of 30 minutes after they have worked 5 hours,</p>
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<p>The standard working day for regional employees and OPV employees is considered to be 7.30 am to 12.00 pm and 12.30 pm to 3.30 pm (seven hours and 30 minutes per day) Monday to Friday.</p> <p>3.4 For part-time employees, ordinary hours of work are the hours of work agreed in their part-time work agreement.</p> <p><b>Bandwidth</b></p> <p>3.5 The bandwidth during which employees may work their ordinary hours will be 12 hours in length, Monday to Friday, usually 7.00 am to 7.00 pm</p> <p>The bandwidth during which employees who are not regional employees or OPV employees may work their ordinary hours will be 12 hours in length, Monday to Friday, usually 7.00 am to 7.00 pm.</p> <p>The bandwidth during which regional employees and OPV employees may work their ordinary hours will be 12 hours in length, Monday to Friday, usually 6.30 am to 6.30 pm.</p> <p>3.6 For operational requirements, the Delegate may vary the starting and finishing times for the 12-hour bandwidth for a workplace, after consultation with the affected employees in accordance with clause 2.17 to 2.23 of this Agreement.</p> <p><b>Recording Working Hours</b></p> <p>3.7 Employees are required to record the times they commence and finish work (including breaks) each day.</p> <p>3.8 Over a four-week settlement period the standard total working hours for full-time employees is 150.</p> <p>3.9 Part-time employees are required to record their hours based on their agreed part-time working arrangement.</p> <p><b>Advising Absence</b></p>	<p>shorter. In those circumstances the lunch break shall be the same as the establishment's but not less than 30 minutes; and</p> <p>b. Morning and afternoon breaks which are observed by the establishment, subject to a minimum break of 15 minutes per day.</p>	<p>The bandwidth during which ordinary hours are to be worked are:</p> <p>205. For employees based in the Canberra Head Office is 7:00am to 7:00pm, Monday to Friday.</p> <p>206. For regional employees (including OPVs and meat inspectors) is 6:30am to 6:30pm, Monday to Friday.</p> <p>207. Where at commencement of this agreement a regional employee has a bandwidth of 7:00am to 7:00pm, this bandwidth will continue to apply, unless:</p> <p>207.1 otherwise varied by agreement between the Secretary and the employee; or</p> <p>207.2 the employee initiates a transfer or promotion into a role where the regional office bandwidth applies.</p> <p><b>Recording working hours</b></p> <p>208. Employees are required to record the times they start and finish work (including breaks) each day.</p> <p>209. Over a 4 week settlement period the standard total working hours for full time employees is 150.</p> <p>210. Part time employees are required to record their hours based on their agreed part time working arrangement.</p> <p><b>Advising absence</b></p> <p>211. Where an employee is unexpectedly unable to attend work they must ensure their manager is advised before they would normally commence, unless it is not reasonable to do so.</p> <p><b>Meal breaks</b></p> <p>212. The department recognises the importance of employees having access to short recuperative breaks or pauses in their workday consistent with the department's obligations under the <i>Work Health and Safety Act 2011</i>.</p> <p>213. Employees will normally be required (i.e. subject to operational requirements) to take an unpaid meal break of not less than 30 minutes after they have worked 5 hours on any one day, except when their hours to be worked on that day are no more than 6 hours and the employee has requested to work beyond the 5 hour period.</p> <p><b>Meat inspectors</b></p> <p>214. For meat inspectors working at a meat establishment, the following meal breaks will apply:</p> <p>214.1 an unpaid lunch break of not more than one hour and not less than 45 minutes, unless the meat establishment's lunch break is shorter. In those circumstances the lunch break shall be the same as the meat establishment's but not less than 30 minutes; and</p> <p>214.2 morning and afternoon breaks which are observed by the meat establishment, subject to a minimum break of 15 minutes per day.</p>	<p>except when an employee is working up to 6 hours and has requested not to take a break.</p> <p>Retains specific additional meal break entitlements for Meat Inspection staff.</p> <p>This was negotiated during Agency-level bargaining.</p>
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<p>3.10 Where an employee is unexpectedly unable to attend work they must ensure their Manager is advised before they would normally commence, unless it is not reasonable to do so.</p> <p><i>Meal Breaks</i></p> <p>3.11 When an employee has worked for five hours continuously they must take a break of at least 30 minutes, except when their hours to be worked on that day are no more than six hours and the employee has requested to work beyond the five-hour period.</p> <p>19. Breaks</p> <p>You are normally (i.e. subject to operational requirements) required to take an unpaid meal break of not less than 30 minutes after you have worked five hours on any one day.</p>			
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SHIFTWORK AND FIXED DAILY HOURS	Shift work	Shift work	Sets out the shift work arrangements that will apply under the agreement, specifically:																								
<p>3.59 A shiftworker is an employee at APS 1 to APS 6 level who is rostered to perform ordinary duty outside the period of 6.30 am to 6.00 pm on Monday to Friday and/or is rostered to work on Saturdays, 12 Sundays or public holidays for an ongoing or fixed period. Employees employed on a fixed daily hours or shift roster basis are not entitled to flextime as outlined in clauses 3.17 to 3.23. This definition does not prevent a shiftworker returning from parental or maternity leave requesting to work on a part-time basis under clause 3.30.</p> <p>3.60 Where for operational reasons the Delegate considers that employees in a work area should work fixed daily hours or shiftwork, the Delegate may require an employee to work these hours. The actual hours of work and rostering arrangements will be determined at the work place (including any arrangements for working additional hours towards an accrued day off) by the local Manager after consultation with affected employees.</p> <p>3.61 Except at the regular changeover of shifts an employee should not be required to work more than one shift in each 24 hours.</p> <p>3.62 The department may change fixed daily hours or shiftwork rosters by mutual consent of the Manager and affected employees at any time or by amendment of the roster on ten working days notice given by the Manager to the affected employees. In the absence of consent or ten working days notice, employees will be paid overtime for work outside the previously rostered hours of duty. Payments on this basis will be continued for each changed shift until employees have received ten working days notice of the shift changing. However this payment does not apply where a Manager is unable to give ten working days notice</p>	<p>17.1 As a shift worker your ordinary hours are averaged over a roster settlement period.</p> <p>17.2 Except at the regular change-over of shifts, you should not be required to work more than one shift in each 24 hour period.</p> <p>17.3 We will give you at least seven days' notice of changes to rostered hours, or less by agreement. In the absence of agreement or seven days' notice, you will be paid overtime in accordance with clause 19 for work performed outside your previous rostered duty until you have received seven days' notice for the change.</p> <p>17.4 You may exchange rostered shifts or rostered days off with the consent of your manager. Any resulting additional hours worked will not attract an overtime payment.</p> <p>17.5 Depending on when you are rostered to work, you will be paid the following shift loading:</p> <table border="1" data-bbox="715 1304 1210 1583"> <caption>Table 2: Shift loadings</caption> <thead> <tr> <th>Rostered to work:</th> <th>Shift loading</th> </tr> </thead> <tbody> <tr> <td>Part of your shift falls outside your span of hours (refer clause 13)</td> <td>15%</td> </tr> <tr> <td>Continuously for a period exceeding four weeks on a shift falling wholly outside your span of hours (refer clause 13)</td> <td>30%</td> </tr> <tr> <td>On a Saturday</td> <td>50%</td> </tr> <tr> <td>On a Sunday</td> <td>100%</td> </tr> <tr> <td>On a public holiday</td> <td>150%</td> </tr> </tbody> </table> <p>17.6 If your shift ceases prematurely you will be paid the appropriate loading for the full rostered shift duration.</p> <p>17.7 If you are a part-time employee you will only be eligible for the 30% shift loading when: a) your rostered ordinary hours involve working no fewer shifts each week, or no fewer</p>	Rostered to work:	Shift loading	Part of your shift falls outside your span of hours (refer clause 13)	15%	Continuously for a period exceeding four weeks on a shift falling wholly outside your span of hours (refer clause 13)	30%	On a Saturday	50%	On a Sunday	100%	On a public holiday	150%	<p>273. Employees (including part time employees) will be considered shift workers if rostered to perform ordinary hours outside the period 6.30am to 6.30pm, Monday to Friday, and/or on Saturdays, Sundays or public holidays, for an ongoing or fixed period. Ordinary hours (clause 201) for shift workers are averaged over a roster settlement period.</p> <p>274. A break of at least 8 consecutive hours off duty plus reasonable travelling time between 2 periods of duty will be provided.</p> <p>275. Employees will receive at least 7 days' notice of changes to rostered hours, or less by agreement. Where 7 days' notice is not given, employees are entitled to overtime at the applicable rate, for the part of the shift that is outside the previous rostered hours of duty, until the notice period has expired.</p> <p>276. Employees may exchange rostered hours of a shift or rostered days off by mutual agreement and with prior approval of their manager. Any resulting additional hours worked will not attract overtime payments.</p> <p>277. Except at the regular changeover of shifts an employee should not be required to work more than one shift in each 24 hours.</p> <p>278. Depending on when an employee is rostered to work, the shift loadings in Table 8 will apply.</p> <p><b>Table 8 Shift loadings</b></p> <table border="1" data-bbox="1219 1087 2309 1415"> <thead> <tr> <th>Ordinary hours of work performed</th> <th>Loading (%)</th> </tr> </thead> <tbody> <tr> <td>On a shift, where any part of the shift falls between 6:30pm and 6:30am</td> <td>15</td> </tr> <tr> <td>Where shifts fall wholly within the hours of 6:30pm and 6:30am and are worked continuously for a period exceeding 4 weeks</td> <td>30</td> </tr> <tr> <td>On a Saturday</td> <td>50</td> </tr> <tr> <td>On a Sunday</td> <td>100</td> </tr> <tr> <td>On a public holiday</td> <td>150</td> </tr> </tbody> </table> <p>279. If an employee's shift ceases prematurely, the employee will be paid the appropriate loading for the full rostered shift duration.</p> <p>280. Part time shift workers will only be eligible for the 30% shift loading when:</p> <p>280.1 rostered ordinary hours involve working no fewer shifts each week, or no fewer shifts a week on average over the shift cycle, than an equivalent full time employee; and</p> <p>280.2 a shift worked is part of a full time shift, and the full time shift falls wholly outside the employees bandwidth (clauses 205 to 207).</p> <p>281. Shift loading payments will not be included in overtime calculations or in the calculation of any allowance in the nature of salary.</p>	Ordinary hours of work performed	Loading (%)	On a shift, where any part of the shift falls between 6:30pm and 6:30am	15	Where shifts fall wholly within the hours of 6:30pm and 6:30am and are worked continuously for a period exceeding 4 weeks	30	On a Saturday	50	On a Sunday	100	On a public holiday	150	<ul style="list-style-type: none"> <li>- Defines a shift worker as an employee (including part time employee) who is rostered to perform ordinary hours outside the period 6:30am to 6:30pm, Monday to Friday, and/or on Saturdays, Sundays or public holidays, for an ongoing or fixed period.</li> <li>- Confirms ordinary hours for shiftworkers are averaged over a roster period.</li> <li>- Provides 7 days' notice (or less by agreement) of changes to rostered hours.</li> <li>- Enables shiftworkers to swap shifts or rostered days off by mutual agreement. However, notes that if this results in additional hours being worked, these hours will not attract overtime payments.</li> <li>- Determines the relevant shift loadings based on when work is undertaken.</li> <li>- Confirms that in the event of a shift ceasing early, the applicable loading will be paid for the rostered shift duration.</li> <li>- Determines that an employee will get a day off in lieu if they are not rostered to work a public holiday. If the day can't be taken within a month of the public holiday, the employee will be paid for a day at the ordinary rate of pay.</li> <li>- Confirms that where shift loadings across the shift roster exceed 17.5% (excluding the public holiday shift loading), a shift worker will receive a payment during a period of annual leave of 50% of the shift loadings (excluding public holidays) that would have been paid had the employee not taken leave.</li> <li>- Outlines specific consultation obligations which arise when the department is considering the introduction, variation, or cessation of shift work rosters,</li> </ul>
Rostered to work:	Shift loading																										
Part of your shift falls outside your span of hours (refer clause 13)	15%																										
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<p>because of the sickness or unanticipated absence of another employee.</p> <p>3.63 Employees working fixed daily hours or on a shift roster basis may exchange shifts or rostered days off with another employee by mutual agreement, and the consent of the Manager. Shifts and rostered days off must not be exchanged if the arrangement would entitle either employee to an overtime payment.</p> <p>3.64 Where a public holiday occurs on a shiftworker's rostered day off the employee will be granted one day of leave in lieu of that public holiday within a month or if this is not practicable, they will be paid one days pay at ordinary rates.</p> <p>3.65 The Manager may remove an employee or group of employees from a shiftwork roster to work ordinary hours after consulting with affected employees in accordance with clauses 2.17 to 2.23 and providing 28 days notice. For employees who have been on a fixed roster (shiftwork or fixed daily hours) for four years or more, salary maintenance for a three month period (including the 28 day notice period) will be provided.</p> <p>3.66 Where employees employed on a fixed daily hours or a shift roster basis are required to work additional hours, they will receive overtime payments for all duty performed outside their rostered or fixed hours. An employee may elect to take time off at overtime rates in lieu of overtime payments, subject to operational requirements and approval of the Delegate. Where an employee ceases employment with the Department and their Manager certifies that they were unable to access their time in lieu credits prior to ceasing, they will receive payment for those credits.</p> <p>3.67 Shift penalty payments will not be taken into account in the calculation of overtime or in the calculation of any allowance based on salary.</p>	<p>shifts a week on average over the shift cycle, than an equivalent full time employee; and b) a shift worked by you is part of a full-time shift, and the full-time shift falls wholly outside your span of hours (refer clause 13).</p> <p>17.8 Your shift loading payments will not be included in overtime calculations (except for clause 19.3) or in the calculation of any allowance in the nature of salary.</p> <p>17.9 If you are requested or required to perform duty when rostered off, you will be paid under the overtime provisions (refer clause 19), unless you are recalled to duty under clause 20.</p> <p>17.10 Notwithstanding the provisions of the <i>Holidays Act 1910 (SA)</i>, when you are rostered to work on a Sunday in South Australia, the Sunday 100% shift loading will be payable and if you are rostered off the additional day's leave under clause 17.11 does not apply. The public holiday 150% shift loading will only apply when a Sunday in South Australia is a public holiday as defined under clause 58.1 (a) to (h).</p> <p>17.11 If a public holiday falls on a day you are rostered off, you will receive a day off in substitution for the missed public holiday. Where it is not practical to grant a day off within a month of the public holiday, you will receive an additional day's pay at your ordinary rate of pay.</p> <p>17.12 Where shift loadings across the shift roster exceed 17.5% (excluding the public holiday shift loading), you will receive a payment during a period of recreational leave of 50% of the shift loadings (excluding public holidays) that you would have been paid had you not taken leave.</p> <p>17.13 Additional guidance concerning the introduction, variation or cessation</p>	<p>282. Notwithstanding the provisions of the <i>Holidays Act 1910 (SA)</i>, where an employee is rostered to work on a Sunday in South Australia, the Sunday 100% shift loading will be payable. Where an employee is rostered off on a Sunday in South Australia, the additional day's leave under clause 283 does not apply. The public holiday 150% shift loading will only apply when a Sunday in South Australia is a public holiday as defined under clause 361 of this agreement.</p> <p>283. An employee will receive a day off in lieu if the employee is not rostered to work on a public holiday. Where it is not practical for the employee to have a day off in lieu within one month of the public holiday, the employee will receive an additional day's pay at the ordinary rate of pay.</p> <p>284. Where shift loadings across the shift roster exceed 17.5% (excluding the public holiday shift loading), an employee will receive a payment during a period of recreational leave of 50% of the shift loadings (excluding public holidays) that would have been paid had the employee not taken leave.</p> <p>285. The department recognises that the introduction, variation, or cessation of shift work rosters impacts on employees and that genuine consultation is critical to achieving roster outcomes. Where the department intends to introduce, vary, or cease a shift work roster, consultation will be undertaken in accordance with the consultation clauses in section 10 of this agreement.</p> <p>286. A roster review committee will be established where the department intends to:</p> <p>286.1 design a new roster;</p> <p>286.2 review or vary an existing roster; or</p> <p>286.3 establish a standing restriction (on call) roster.</p> <p>287. Potentially impacted employees will be advised of the intention to review roster arrangements prior to the establishment of a roster review committee.</p> <p>288. The roster review committee will be composed of management representatives, nominated employees from the potentially impacted work area and union representatives. The purpose of the roster review committee will be to support pre-decision consultation, have input into the development of roster proposals for consideration during consultation, and discuss the reasons and impacts of the intended change, including considering work life balance impacts and WHS risk assessment processes. A roster review process will meet the department's pre-decision consultation obligations under the consultation clauses in section 10 of this agreement.</p> <p>289. A majority of employees in a shift work area may also request a review of their roster through a roster review committee. The request must be in writing, set out the rationale for the review of the roster and changes sought. The department may refuse such a request on reasonable grounds.</p> <p>290. A roster review committee will not usually be established for other roster related changes (e.g. regular seasonal changes, staff movements across existing rosters, ad hoc on call arrangements).</p> <p>291. Once a final decision has been made on a proposed roster, and during consultation on that decision and proposed implementation arrangements, affected employees will be notified of the timeline for commencement which will include not less than 1 month notice of the roster change.</p>	<p>including when a roster review committee may be required.</p> <p>- Requires that where final decision has been made on a proposed roster, affected employees will be notified of the timeline for commencement of a new roster, provided with notice of at least one month.</p> <p>This was negotiated during Agency-level bargaining.</p>
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3.68 Shiftworkers who do not receive commuted penalty payments (clause 3.69) will be paid the penalty rates outlined in Table 3.68.1.

*Table 3.68.1*

Rostered Time of Ordinary Duty	Penalty Rate
Ordinary duty performed on a shift (Monday–Friday) any part of which falls between 6.00 pm and 6.30 am	15%
Ordinary duty performed on Saturday	50%
Ordinary duty performed on Sunday	100%
Ordinary duty performed on a public holiday (or the weekday immediately following the day observed as the Boxing Day public holiday)	150%

Further information is contained in the Department’s Shiftwork, Fixed Daily Hours and Commuted Penalties Policy.

**COMMUTED PENALTY PAYMENTS**

3.69 Commuted penalty payments are the preferred means of compensating employees who work a shift roster on a long term basis. Where the Delegate determines that a shiftworker will be paid a commuted penalty, the shiftworker will be paid a consistent additional percentage of their base salary each fortnightly pay period in lieu of being required to make separate claims on each occasion a penalty rate may otherwise be applicable. A commuted penalty payment will be determined by applying the penalty rates outlined in table 3.68.1 to a relevant shift roster pattern over a full year. Further information is provided in the Department’s Shiftwork, Fixed Daily Hours and Commuted Penalties Policy.

3.70 The commuted penalty will continue to be paid during periods of personal/carers’ leave, annual leave and other paid leave (but not for periods of long service leave in any circumstances).

**TEMPORARY REASSIGNMENT TO SHIFTWORK**

3.71 Where an employee is temporarily reassigned to duties involving a shiftwork roster they will receive either the relevant commuted penalty payment or if the temporary reassignment is for a short period only they will apply for and be paid

of shift rosters is contained in the Shift Rostering Enterprise Agreement Guideline.

292. A formal notice period will be provided at the completion of the consultation on the final decision in accordance with the consultation clauses in section 10 of this agreement.

shift penalties in accordance with the shift work and fixed daily hours clauses 3.59 to 3.68. If this shiftwork roster involves the employee working weekends as a part of the roster (as for example in a ten days on, four days off roster) they will receive a day off for each Saturday and Sunday worked as part of their rostered days off.

**Shiftwork**

21.1 As a shift worker your ordinary hours are averaged over a roster settlement period.

21.2 A break of at least eight consecutive hours off duty plus reasonable travelling time, between two periods of rostered duty will be provided.

21.3 We will give you at least seven days' notice of changes to rostered hours, or less by agreement.

21.4 If your manager agrees, you may exchange rostered shifts or rostered days off. Any resulting additional hours worked will not attract an overtime payment.

21.5 Depending on when you are rostered to work, you will be paid the following shift loading:

21.6 *Table 2: Shift loadings*

Rostered to work	Loading
Part of your shift falls outside your span of hours (refer clause 16)	15%
Continuously for a period exceeding four weeks on a shift falling wholly outside your span of hours (refer clause 16)	30%
On a Saturday	50%
On a Sunday	100%
On a public holiday	150%

21.7 If you are a part-time employee you will only be eligible for the 30 per cent shift loading when:

- a. your rostered ordinary hours involve working no fewer shifts each week, or no fewer shifts a week on average over the shift cycle, than an equivalent full-time employee; and
- b. a shift worked by you is part of a full-time shift, and the full-time shift falls wholly outside your span of hours (refer clause 16).

21.8 Your shift loading payments will not be included in overtime calculations or in the calculation of any allowance in the nature of salary.

<p>21.9 If you are requested or required to perform duty when rostered off, you will be paid under the overtime provisions (refer clause 22), unless you are recalled to duty under clause 3.56.</p> <p>21.10 Notwithstanding the provisions of the <i>Holidays Act 1910 (SA)</i>, when you are rostered to work on a Sunday in South Australia, the Sunday 100 per cent shift loading will be payable and if you are rostered off the additional day's leave under clause 21.11 does not apply. The public holiday 150 per cent shift loading will only apply when a Sunday in South Australia is a public holiday as defined under clauses 69.1(a) to (h) of this Agreement.</p> <p>21.11 If a public holiday falls on a day you are rostered off, you will receive a day off in substitution for the missed public holiday. Where it is not practical to grant a day off within a month of the public holiday, you will receive an additional day's pay at your ordinary rate of pay.</p> <p>21.12 Where shift loadings across the shift roster exceed 17.5 per cent (excluding the public holiday shift loading), you will receive a payment during a period of recreational leave of 50 per cent of the shift loadings (excluding public holidays) that you would have been paid had you not taken leave.</p>			
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s 22(1)(a)(ii)

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s 22(1)(a)(ii)

## s 22(1)(a)(ii)

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**From:** s 22(1)(a)(ii)  
**Sent:** Thursday, 28 March 2024 12:36 PM  
**To:** Fischer, Vikki; s 22(1)(a)(ii); s 22(1)(a)(ii)  
**Cc:** s 22(1)(a)(ii); s 22(1)(a)(ii); s 22(1)(a)(ii); s 22(1)(a)(ii)  
**Subject:** FW: Shift pattern/Cumulative Hours [SEC=OFFICIAL]

As discussed

---

**From:** s 22(1)(a)(ii)  
**Sent:** Thursday, March 28, 2024 12:13 PM  
**To:** Leyland, Cate <Cate.Leyland@aff.gov.au>  
**Subject:** FW: Shift pattern/Cumulative Hours [SEC=OFFICIAL]

Hi Cate, apologies I missed yesterdays EA catch up with <sup>s 22(1)(a)(ii)</sup> and Travellers Directors but will attend todays meeting.

By way of background, I provide some info on a recent issue raised that I understand is the topic of conversation today;

To the best of my knowledge, Travellers Airport Rosters have been designed by the Departments Workforce / Workload Management team with the intent of meeting required FWA, WHS and EA requirements.

These rosters have been submitted to Workplace Relations team for review and endorsement prior to implementation.

A question was raised by a Melbourne based officer mid last year via local union delegate, following a Melbourne shift roster adjustment, that they believed we were in breach of the EA as our roster pattern exceeded 150 ordinary hours worked over a 4 week period.

It appears the officer/delegate did not recognise shiftwork clause 21.1 retained in the shiftwork determination, allowing for ordinary hours to be averaged over a settlement period.

This information was provided by WPR and relayed to Melbourne staff and union delegate at the time. We understood this addressed the concern and have heard nothing further.

I now understand a similar same/ issue may have recently been raised again by a different Melbourne based Officer as it relates to the new EA, I have re- read shiftwork clauses and appears to me this same averaging of hours over a roster settlement period is retained in the new EA, apologies I missed this in my initial response to s 22 below when I first heard an issue had been raised.

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ii)

I have not seen the actual complaint / issue recently raised regarding the 150 ordinary hours so don't have the specific detail, I am making some assumption it is related to this.

Will unpack today but thought some background may provide some contextual info.

Regards

s 22(1)(a)(i)

---

**From:** s 22(1)(a)(ii) <[aff.gov.au](mailto:aff.gov.au)>  
**Sent:** Wednesday, March 20, 2024 2:20 PM  
**To:** s 22(1)(a)(ii) <[@aff.gov.au](mailto:@aff.gov.au)>  
**Cc:** s 22(1)(a)(ii) <[@aff.gov.au](mailto:@aff.gov.au)>; s 22(1)(a)(ii) <[@aff.gov.au](mailto:@aff.gov.au)>; s 22(1)(a)(ii) <[@aff.gov.au](mailto:@aff.gov.au)>; s 22(1)(a)(ii) <[@aff.gov.au](mailto:@aff.gov.au)>; s 22(1)(a)(ii) <[@aff.gov.au](mailto:@aff.gov.au)>  
**Subject:** FW: Shift pattern/Cumulative Hours [SEC=OFFICIAL]

Hi s 22(1)(a)(ii)

As discussed,

the issue of cumulative hours worked by a shift worker over a 4 week period was raised previously by Melbourne staff under the Environment EA, we followed up with Workplace Relations given Melbourne staff work approx. 159 hours over a 4 week period within the 7 week shift cycle, but less than 150 hours in the remaining 3 weeks.

We received the below response, confirming we were adhering to requirements as the additional shift worker determination allowed for averaging of hours over the roster settlement period (in our case this was 7 weeks), this wording does not appear to have been included in the new EA. Interested in the interpretation of averaging 150 ordinary hours over a 4 week period for shift workers, as multiple shift arrangements currently in place across travellers and DDO nationally may not comply with this clause.


s 22(1)(a)(i)

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**From:** Workplace Relations <[Workplace.Relations@agriculture.gov.au](mailto:Workplace.Relations@agriculture.gov.au)>  
**Sent:** Thursday, June 15, 2023 12:36 PM  
**To:** s 22(1)(a)(ii) <[@aff.gov.au](mailto:@aff.gov.au)>  
**Cc:** s 22(1)(a)(ii) <[@aff.gov.au](mailto:@aff.gov.au)>  
**Subject:** RE: Sift pattern/Cumulative Hours [SEC=OFFICIAL]

Good morning s 22(1)(a)(ii)

Thank you for contacting Workplace Relations.

Whilst clause of 3.2 of the DoEE EA states that shiftworkers work an average of 150 hours per four-week period, shiftwork clause 21.1 retained by determination, shown in the  [DEE \(Biosecurity\) Agreement](#) allows for ordinary hours of shiftworkers to be averaged over a roster settlement period.

There are no issues with a seven week roster settlement period.

Regards,

s 22(1)(a)(ii)

**s 22(1)(a)(ii)**

Senior HR Advisor | Workplace Relations | **s 22(1)(a)(ii)** | **s 22(1)(a)(ii)**

Department of Agriculture, Fisheries and Forestry  
People and Policy Branch | People, Property and Security Division  
42-44 Qantas Drive, Brisbane QLD 4007  
GPO Box 858 Canberra ACT 2600

---

**From:** **s 22(1)(a)(ii)** <[@aff.gov.au](mailto:@aff.gov.au)>  
**Sent:** Wednesday, June 14, 2023 4:12 PM  
**To:** Workplace Relations <[Workplace.Relations@agriculture.gov.au](mailto:Workplace.Relations@agriculture.gov.au)>  
**Cc:** **s 22(1)(a)(ii)** <[@aff.gov.au](mailto:@aff.gov.au)>  
**Subject:** Sift pattern/Cumulative Hours [SEC=OFFICIAL]

Good Afternoon

Some staff members have raised concerns that our current roster may breach the cumulative hours worked over a 4 week period as per the EA.

Staff work across a 7-week roster pattern but have raised that over the initial 4 weeks for weeks they are exceeding 150 hours.

If you could please provide your thoughts on the staff's concerns and if we are still falling within the EA requirements.

	Mon	Tue	Wed	Thu	Fri	Sat	Sun
1	AM	AM	PM	PM			
2		AM	AM	PM	PM		
3			AM	AM	PM	PM	PM
4				AM	AM	PM	PM
5	PM				AM	AM	AM
6	PM	PM				AM	AM
7	AM	PM	PM				

- Shift Length - 9 Hours 52 Minutes including 30 minute break
- Shift Cycle: 7 Weeks
- Number of Teams: 7
- Weekends not rostered: 3 Full Weekends per 7-week cycle
- Working Days in cycle: 28 Days out of 49 Days (57% of the time).
- Roster Pattern: 4/4/4/4/5/3/5/3/5/4 – Blue indicates days on and Green indicates days off

Kind Regards

s 22(1)(a)(ii)

Assistant Director | 📞: s 22(1)(a)(ii) | M s 22(1)(a)(ii)  
Traveller Operations Pathway | Biosecurity Operations Division

Department of Agriculture, Fisheries and Forestry  
Melbourne Airport VIC  
PO Box 858, Canberra ACT 2601

**s 22(1)(a)(ii)**

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**From:** s 22(1)(a)(ii)  
**Sent:** Wednesday, 3 April 2024 9:45 AM  
**To:** Fischer, Vikki  
**Subject:** RE: Shift pattern/Cumulative Hours [SEC=OFFICIAL]  
**Attachments:** FW: Excessive hours [SEC=OFFICIAL]

Morning Vikki,  
 Per your request,

Please find attached, the initial email from Melbourne Travellers local CPSU delegate, on behalf of a staff member questioning the 150 ordinary hours averaged over a 4 week period (this is from June 2023), and subsequent email trail from WPR which in turn was shared with local CPSU delegate.

We understand the CPSU delegate cascaded this same information to members but we were not included in this.

As we were conducting staff consultation briefings on shift roster amendment proposals around this time further cascading of this advice occurred verbally.

Regards

**s 22(1)(a)(ii)**


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**From:** Fischer, Vikki <Vikki.Fischer@aff.gov.au>  
**Sent:** Thursday, March 28, 2024 1:19 PM  
**To:** s 22(1)(a)(ii) @aff.gov.au>  
**Subject:** RE: Shift pattern/Cumulative Hours [SEC=OFFICIAL]

Thanks <sup>s 22(1)(a)(</sup>

Not urgent at all, but do we have examples of the advice given by WPR and shared with CPSU/staff  
 cheers

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**From:** s 22(1)(a)(ii) @aff.gov.au>  
**Sent:** Thursday, March 28, 2024 12:36 PM  
**To:** Fischer, Vikki <Vikki.Fischer@aff.gov.au>; s 22(1)(a)(ii) @aff.gov.au>; s 22(1)(a)(ii) @aff.gov.au>  
**Cc:** s 22(1)(a)(ii) @aff.gov.au>; s 22(1)(a)(ii) @aff.gov.au>; s 22(1)(a)(ii) @aff.gov.au>; s 22(1)(a)(ii) @aff.gov.au>  
**Subject:** FW: Shift pattern/Cumulative Hours [SEC=OFFICIAL]

As discussed

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**From:** s 22(1)(a)(ii)

**Sent:** Thursday, March 28, 2024 12:13 PM

**To:** Leyland, Cate <[Cate.Leyland@aff.gov.au](mailto:Cate.Leyland@aff.gov.au)>

**Subject:** FW: Shift pattern/Cumulative Hours [SEC=OFFICIAL]

Hi Cate, apologies I missed yesterdays EA catch up with s 22(1)(a)(ii) and Travellers Directors but will attend todays meeting.

By way of background, I provide some info on a recent issue raised that I understand is the topic of conversation today;

To the best of my knowledge, Travellers Airport Rosters have been designed by the Departments Workforce / Workload Management team with the intent of meeting required FWA, WHS and EA requirements.

These rosters have been submitted to Workplace Relations team for review and endorsement prior to implementation.

A question was raised by a Melbourne based officer mid last year via local union delegate, following a Melbourne shift roster adjustment, that they believed we were in breach of the EA as our roster pattern exceeded 150 ordinary hours worked over a 4 week period.

It appears the officer/delegate did not recognise shiftwork clause 21.1 retained in the shiftwork determination, allowing for ordinary hours to be averaged over a settlement period.

This information was provided by WPR and relayed to Melbourne staff and union delegate at the time. We understood this addressed the concern and have heard nothing further.

I now understand a similar same/ issue may have recently been raised again by a different Melbourne based Officer as it relates to the new EA, I have re- read shiftwork clauses and appears to me this same averaging of hours over a roster settlement period is retained in the new EA, apologies I missed this in my initial response to s 22(1)(a)(ii) below when I first heard an issue had been raised.

I have not seen the actual complaint / issue recently raised regarding the 150 ordinary hours so don't have the specific detail, I am making some assumption it is related to this.

Will unpack today but thought some background may provide some contextual info.

Regards

s 22(1)(a)(ii)



## s 22(1)(a)(ii)

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**From:** s 22(1)(a)(ii)  
**Sent:** Wednesday, 3 April 2024 9:30 AM  
**To:** s 22(1)(a)(ii)  
**Subject:** FW: Excessive hours [SEC=OFFICIAL]  
**Attachments:** RE: Shift pattern/Cumulative Hours [SEC=OFFICIAL]

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**From:** s 22(1)(a)(ii)  
**Sent:** Thursday, June 15, 2023 12:57 PM  
**To:** s 22(1)(a)(ii) @aff.gov.au>  
**Subject:** RE: Excessive hours [SEC=OFFICIAL]

Hi s 22(1)(a)(ii)

Thank you for raising in regard to potential breach in cumulative hours over a 4 week period.

Attached is the response I received from Workplace Relations.

As mentioned, I do endeavour to catch up with you hopefully next week to provide an option for a roster pattern.

Thanks again

s 22(1)(a)(ii)

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**From:** s 22(1)(a)(ii) @aff.gov.au>  
**Sent:** Wednesday, June 14, 2023 3:50 PM  
**To:** s 22(1)(a)(ii) @aff.gov.au>  
**Subject:** Excessive hours [SEC=OFFICIAL]  
**Importance:** High

Hi s 22(1)(a)(ii) as per our discussion, an operational staff member has brought to my attention that the current roster breaches the cumulative hours worked over a 4 week period consistently, for example up to todays date I will have worked a total of 159 hours and 18 minutes without working additional shifts. This is a recurring feature of the roster pattern adding to the fatigue issues that I have mentioned to you previously.

Regards

## s 22(1)(a)(ii)


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**From:** Workplace Relations  
**Sent:** Thursday, 15 June 2023 12:36 PM  
**To:** s 22(1)(a)(ii)  
**Cc:** s 22(1)(a)(ii)  
**Subject:** RE: Shift pattern/Cumulative Hours [SEC=OFFICIAL]

**Importance:** High

Good morning s 22(1)(a)(ii)

Thank you for contacting Workplace Relations.

Whilst clause of 3.2 of the DoEE EA states that shiftworkers work an average of 150 hours per four-week period, shiftwork clause 21.1 retained by determination, shown in the  [DEE \(Biosecurity\) Agreement](#) allows for ordinary hours of shiftworkers to be averaged over a roster settlement period.

There are no issues with a seven week roster settlement period.

Regards,  
s 22(1)(a)(ii)

s 22(1)(a)(ii)

Senior HR Advisor | Workplace Relations | s 22(1)(a)(ii) | s 22(1)(a)(ii)

Department of Agriculture, Fisheries and Forestry  
People and Policy Branch | People, Property and Security Division  
42-44 Qantas Drive, Brisbane QLD 4007  
GPO Box 858 Canberra ACT 2600

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**From:** s 22(1)(a)(ii) <@aff.gov.au>  
**Sent:** Wednesday, June 14, 2023 4:12 PM  
**To:** Workplace Relations <Workplace.Relations@agriculture.gov.au>

Cc: **s 22(1)(a)(ii)** @aff.gov.au>  
**Subject:** Sift pattern/Cumulative Hours [SEC=OFFICIAL]

Good Afternoon

Some staff members have raised concerns that our current roster may breach the cumulative hours worked over a 4 week period as per the EA.

Staff work across a 7-week roster pattern but have raised that over the initial 4 weeks for weeks they are exceeding 150 hours.

If you could please provide your thoughts on the staff's concerns and if we are still falling within the EA requirements.

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3			AM	AM	PM	PM	PM
4				AM	AM	PM	PM
5	PM				AM	AM	AM
6	PM	PM				AM	AM
7	AM	PM	PM				

- Shift Length - 9 Hours 52 Minutes including 30 minute break
- Shift Cycle: 7 Weeks
- Number of Teams: 7
- Weekends not rostered: 3 Full Weekends per 7-week cycle
- Working Days in cycle: 28 Days out of 49 Days (57% of the time).
- Roster Pattern: 4/4/4/4/5/3/5/3/5/4 – Blue indicates days on and Green indicates days off

Kind Regards

**s 22(1)(a)(ii)**

Assistant Director | 📞: **s 22(1)(a)(ii)** | M **s 22(1)(a)(ii)**  
 Traveller Operations Pathway | Biosecurity Operations Division

Department of Agriculture, Fisheries and Forestry  
 Melbourne Airport VIC  
 PO Box 858, Canberra ACT 2601

## s 22(1)(a)(ii)

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**From:** s 22(1)(a)(ii)  
**Sent:** Tuesday, 9 April 2024 10:37 AM  
**To:** s 22(1)(a)(ii)  
**Cc:** s 22(1)(a)(ii)  
**Subject:** Follow up queries from last meeting - DDO rosters & ordinary hours [SEC=OFFICIAL]

Morning <sup>s 22(1)(a)(ii)</sup>

Totally understand you and the team are currently swamped,

Just checking in if we have had any response to the following:

- The requirements to stand up a shift roster committee for review, development / amendment of shift roster patterns. DDO team in Darwin is on the verge of placing dog and handlers in Darwin Airport and there is a need to implement a roster pattern to align with target flight activity. The expectation to move on this does have some urgency.  
Seeking detail if known, around the obligations to stand up a roster committee, noting, we would be looking to directly engage the two impacted handlers, local management and CPSU delegate (as per normal practice and irrespective of the new EA requirement), so in our mind and relative to this scenario, potentially not much changes in this particular instance.
- Legal advice on 150 ordinary hours averaged over a 4 week settlement period for shift workers (cl. 201), there is some concern that the interpretation of this may deem some current shift patterns non compliant with EA.

Thanks and regards,

s 22(1)(a)(ii)

Director | 📞: s 22(1)(a)(ii) | M s 22(1)(a)(ii)  
Traveller Operations Pathway | Biosecurity Operations Division

Department of Agriculture, Fisheries and Forestry  
Melbourne Airport VIC  
PO Box 858, Canberra ACT 2601

s 22(1)(a)(ii)

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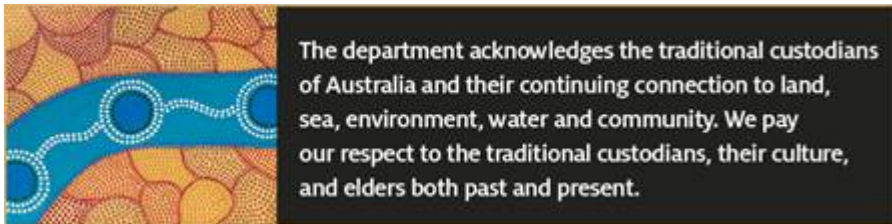
**From:** Patterson, Andrew  
**Sent:** Friday, 5 April 2024 2:59 PM  
**To:** s 22(1)(a)(ii) Hutchison, Tina  
**Cc:** BOD SES and PDs  
**Subject:** RE: EA compliance - post BODEx & WPR meeting this week [SEC=OFFICIAL]

Thanks <sup>s 22</sup>(1)(a)(ii) We have the SAC shift team however there are no issues for us to explore due to the shift pattern aligning with 201.2 of the EA.

AP

**Andrew Patterson**

Assistant Secretary | 02 8334 7456 | s 47F(1)  
Cargo Operations (NSW, ACT, QLD & NT) and Regulatory Assurance  
Biosecurity Operations Division  
[andrew.patterson@aff.gov.au](mailto:andrew.patterson@aff.gov.au)  
Level 7, 185 O'Riordan Street Mascot NSW 2020  
GPO Box 858, Canberra, ACT, 2601, Australia



---

**From:** s 22(1)(a)(ii) @aff.gov.au  
**Sent:** Friday, April 5, 2024 12:28 PM  
**To:** Patterson, Andrew <Andrew.Patterson@aff.gov.au>; Hutchison, Tina <Tina.Hutchison@aff.gov.au>  
**Cc:** BOD SES and PDs <BOD.SESandPDs@aff.gov.au>  
**Subject:** RE: EA compliance - post BODEx & WPR meeting this week [SEC=OFFICIAL]

Afternoon all,

By way of update regarding the third concern raised at BODex this week; EA clause 201 – ordinary hours worked to be averaged over a 4 week settlement period (as it relates to shift workers),

Copies of all Travellers Operations shift patterns, DDO and Mail shift rosters where applicable, have been provided to Cate and WPR team. This information is to assist in forming questions to legal on the interpretation and application of clause 201 as it applies to shift-workers.

Please advise if there are shift-workers across BOD other than in pathways listed above, that may also need to be reviewed and considered.

Cate's team are progressing with legals and will advise further when formal advice is received.

Regards,

s 22(1)(a)(ii)

---

**From:** Patterson, Andrew <[Andrew.Patterson@aff.gov.au](mailto:Andrew.Patterson@aff.gov.au)>  
**Sent:** Friday, April 5, 2024 12:05 PM  
**To:** Hutchison, Tina <[Tina.Hutchison@aff.gov.au](mailto:Tina.Hutchison@aff.gov.au)>  
**Cc:** BOD SES and PDs <[BOD.SESandPDs@aff.gov.au](mailto:BOD.SESandPDs@aff.gov.au)>  
**Subject:** EA compliance - post BODEx & WPR meeting this week [SEC=OFFICIAL]

Tina,

Further to the EA and discussion at BODEx this week, yesterday s 22(1)(a)(ii) and I met with Emma Connell and Cate Leyland to explore OWA and Scheduling.

s 22(1)(a)(ii)

s 22(1)(a)(ii)

**Scheduling:**

- We have drafted the attached to provide staff, same incorporating feedback from Emma and Cate.
- The nature of scheduling changes to comply with the EA is as follows:
  - Development is almost complete to 3 system enhancements that will meet both sub-clauses:
    - 218.1 – inspector visibility of proposed schedule for minimum of 2 days prior (currently only see jobs once they have been dispatched)
    - 218.2 – access to the following day’s bookings **by** 2pm (currently this occurs from 2pm Monday to Thursday and on Sunday for Monday).
  - The enhancements will provide:
    - Inspector visibility of proposed schedules via SWMS for 5 days prior (longer term work will be undertaken to enable this functionality on the FSM app)
    - Bookings will be dispatched at 1.30pm Monday to Thursday and on Friday for Monday.
  - User acceptance testing (UAT) is planned to occur 10-19 April 2024 (the UPlift Working Group members will be invited to participate).
  - The release (including release notes and instructions) is currently planned for 23 or 26 April 2024 (post successful UAT).
  - Updates will be provided as work on the release progresses.

Are you comfortable leaving Scheduling with me to send across Cargo or would you like to? The nature of the change goes beyond what the EA requires, viz, staff will have a 5-day view.

Please let me know any questions.

AP

***Andrew Patterson***

Assistant Secretary | 02 8334 7456 | **s 47F(1)**

Cargo Operations (NSW, ACT, QLD & NT) and Regulatory Assurance

Biosecurity Operations Division

[andrew.patterson@aff.gov.au](mailto:andrew.patterson@aff.gov.au)


Level 7, 185 O’Riordan Street Mascot NSW 2020

GPO Box 858, Canberra, ACT, 2601, Australia



**s 22(1)(a)(ii)**


**Subject:** FW: Chat conversation with **s 22(1)(a)(ii)** from Microsoft Teams [SEC=OFFICIAL]

Microsoft Teams 

**s 22(1)(a)(ii)**

**s 22(1)(a)(ii)** 16 days ago

Hi <sup>**s 22(1)(a)(ii)**</sup> **s 22(1)(a)(ii)** have capacity now to do Melb's roster review, do you want her to reach out or do you want to wait till the 150 hours is clarified?

Microsoft Teams 

**s 22(1)(a)(ii)**

**s 22(1)(a)(ii)** 16 days ago

Absolutely need the 150 hrs clarification formally confirmed through legal / work place relations team before we progress anything, this will be pivotal in the flexibility and shift length options that then become viable.

**s 22(1)(a)(ii)**

---

**From:** s 22(1)(a)(ii)  
**Sent:** Thursday, 2 May 2024 12:32 PM  
**To:** s 22(1)(a)(ii)  
**Subject:** BOD Executive: chat conversation from Microsoft Teams [SEC=OFFICIAL]

**Microsoft Teams**

s 22(1)(a)(ii)

**s 22(1)(a)(ii)** 30 days ago

EA:- clause 201. The ordinary hours of work for:

201.1 - full-time employees (other than shift worker) are 37.5 hours per week, 7.5 hours per day, Monday to Friday within the bandwidth. Hours may be averaged over a four week settlement period.

201.2 - shift workers are 150 hours averaged over a 4 week settlement period

## s 22(1)(a)(ii)

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**From:** s 22(1)(a)(ii)  
**Sent:** Wednesday, 24 April 2024 10:55 AM  
**To:** s 22(1)(a)(ii) ; s 22(1)(a)(ii); s 22(1)(a)(ii); s 22(1)(a)(ii)  
**Subject:** FW: FYI - update on shiftwork roster complaint FOR YOUR ADVICE - Shiftwork query Roster concerns [SEC=OFFICIAL]

fyi

Regards

## s 22(1)(a)(ii)

Assistant Director | International Mail , Victoria / Detector Dogs, Victoria & South Australia | s 22(1)(a)(ii) | <sup>s 22(1)(a)(ii)</sup>  
 s 22(1)(a)(ii)

Department of Agriculture, Fisheries and Forestry  
 Mail and Detector Dogs | Biosecurity Operations Division

13-23 APAC Drive Tullamarine Victoria 3045  
 GPO Box 858 Canberra ACT 2601 Australia

[biosecurity.gov.au](https://biosecurity.gov.au)

<https://www.agriculture.gov.au/>

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**From:** Workplace Relations <Workplace.Relations@aff.gov.au>  
**Sent:** Tuesday, April 23, 2024 6:14 PM  
**To:** People Support <PeopleSupport@aff.gov.au>  
**Cc:** s 22(1)(a)(ii) @aff.gov.au; s 22(1)(a)(ii) @aff.gov.au; s 22(1)(a)(ii) s 22(1)(a)(ii) @aff.gov.au; Workplace Relations <Workplace.Relations@aff.gov.au>  
**Subject:** RE: FYI - update on shiftwork roster complaint FOR YOUR ADVICE - Shiftwork query Roster concerns [SEC=OFFICIAL]

Good afternoon <sup>s 22(1)(a)(ii)</sup>

We are continuing to review the enquiry; the interaction of all clauses across the instruments is complex and is taking a little longer to work through than initially anticipated.

Appreciate your patience as we work through this thoroughly.

Regards <sup>s 22(1)(a)(ii)</sup>

Assistant Director | Workplace Relations  
 People, Property and Security Division | People and Policy Branch

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**From:** Workplace Relations  
**Sent:** Tuesday, April 16, 2024 8:40 AM  
**To:** People Support <PeopleSupport@aff.gov.au>  
**Cc:** s 22(1)(a)(ii) @aff.gov.au; s 22(1)(a)(ii) @aff.gov.au; s 22(1)(a)(ii) s 22(1)(a)(ii) @aff.gov.au; Workplace Relations <Workplace.Relations@aff.gov.au>  
**Subject:** FW: FYI - update on shiftwork roster complaint FOR YOUR ADVICE - Shiftwork query Roster concerns [SEC=OFFICIAL]

**S 11C(1)(a)**

**s 11C(1)(a)**



We acknowledge the Traditional Custodians of Australia and their continuing connection to land and sea, waters, environment and community. We pay our respects to the Traditional Custodians of the lands we live and work on, their culture, and their Elders past and present.

## s 22(1)(a)(ii)

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**From:** s 22(1)(a)(ii)  
**Sent:** Wednesday, 27 March 2024 9:06 AM  
**To:** s 22(1)(a)(ii)  
**Subject:** RE: FOR YOUR ADVICE - Shiftwork query Roster concerns [SEC=OFFICIAL]  
**Attachments:** FW: Roster [SEC=OFFICIAL]

Well , I wrote it and sent it to myself for review and did not send it, I have corrected this , see attached. This was the day before my leave, and it got buried. No excuses.

Regards

## s 22(1)(a)(ii)

Assistant Director | International Mail , Victoria / Detector Dogs, Victoria & South Australia | s 22(1)(a)(ii) | s 22(1)(a)(ii)  
s 22(1)(a)(ii)

Department of Agriculture, Fisheries and Forestry  
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**From:** s 22(1)(a)(ii) @aff.gov.au>  
**Sent:** Wednesday, March 27, 2024 8:57 AM  
**To:** s 22(1)(a)(ii) @aff.gov.au>  
**Subject:** RE: FOR YOUR ADVICE - Shiftwork query Roster concerns [SEC=OFFICIAL]

Thanks s 22(1)(a)(ii)

Have we responded to s 22(1)(a)(ii) enquiry in writing? He appears to suggest we have not.

Also, is he talking about the current EA or the proposed EA? From my interpretation he seems to be talking about the current EA for which we received advice from Workplace Relations that it complied.

Regards  
s 22(1)(a)(ii)

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**From:** s 22(1)(a)(ii) @aff.gov.au>  
**Sent:** Wednesday, March 27, 2024 6:55 AM  
**To:** People Support <[PeopleSupport@aff.gov.au](mailto:PeopleSupport@aff.gov.au)>; Workplace Relations <[Workplace.Relations@aff.gov.au](mailto:Workplace.Relations@aff.gov.au)>  
**Cc:** s 22(1)(a)(ii) @aff.gov.au>; s 22(1)(a)(ii) @aff.gov.au>  
**Subject:** RE: FOR YOUR ADVICE - Shiftwork query Roster concerns [SEC=OFFICIAL]

Hi all ,

Please be advised that this topic is the subject of a discussion with Directors and the EA bargaining team later today.

Regards  
s 22(1)(a)(ii)

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S 11C(1)(a)



**s 11C(1)(a)**

**S 11C(1)(a)**

**s 11C(1)(a)**

**s 11C(1)(a)**

**s 11C(1)(a)**

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**s 11C(1)(a)**

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**S 11C(1)(a)**