

**APPENDIX 9 – DEPARTMENT OF SUSTAINABILITY AND ENVIRONMENT**

**PART 1 – EMERGENCY WORK**

**1 EMERGENCY WORK**

The terms of this **clause 1** apply in the circumstances of readiness for or upon the outbreak of a wild fire, prescribed burn, or other emergency where the Australian Integrated Incident Management System (AIIMS) incident control system is used to manage the incident, or as designated by the Employer. In these circumstances the terms of this clause will prevail to the extent of any difference over other provisions of **Section I**.

Employees will be required to undertake a medical and fitness test relevant to their role to ensure they are fit to perform the role. The Employer will provide paid time release in accordance with its Fit for Fire Business Rule to all staff required to undertake such tests for the purpose of achieving required fitness levels.

Employees will be provided with appropriate safety clothing, footwear and equipment according to departmental issue schedules, and will maintain these items and wear such items as required.

When camped, the Employer will provide adequate sleeping, ablution and messing facilities.

**1.1 Retention of classification**

An Employee will retain the classification upon which he/she was employed immediately prior to the outbreak of an emergency, provided that the Employer may for the purpose and during any period of emergency work operations specifically assign an Employee to another classification for which a higher wage rate is prescribed in which case appropriate payment will be made.

**1.2 Normal hours of work**

The weekly total of hours paid at ordinary time will not exceed 38 per week to be worked in accordance with the normal accrual provisions.

**1.3 Work period**

The minimum work period, except as provided by **clauses 1.9 and 1.10** will be 7.6 hours per day.

**1.4 Rest period**

**1.4.1** For any shift up to 16 hours in length an Employee will receive a minimum rest period of at least 10 continuous hours between successive work periods.

**1.4.2** Despite clause 1.4.1, in critical emergency circumstances an Employee must not commence a new work period without having had 8 continuous hours off duty unless directed by the Employer.

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- 1.4.3** If an Employee is directed by the Employer and a rest period has been of fewer than 8 continuous hours in duration before the next work period has commenced, the Employee will be paid at the rate of double time for the whole of that successive work period, until he/she is released from duty at the conclusion of that work period.
- 1.4.4** For any shift between 16 and 24 hours in length a minimum rest period of 12 continuous hours is required between successive work periods.
- 1.4.5** For any shift exceeding 24 hours in length a minimum rest period of 22 continuous hours is required between successive work periods. The following shift cannot commence before 0700 hours the next day. This is to allow one full night of sleep.
- 1.4.6** Where the emergency arrangements require a weekly Employee to have a rest period which exceeds sixteen (16) hours, the Employee will not be penalized and will be paid for a minimum of 38 ordinary hours for each Monday to Friday work period, even where the Employee, because of these requirements, has been scheduled to work less than 38 ordinary hours in any Monday to Friday work period.
- 1.4.7** Emergency arrangements will be, as far as possible, organised such that rest breaks greater than 16 hours between shifts do not occur more than once in any Monday to Friday period.
- 1.4.8** Where an Employee, who is scheduled for a rest break but for operational reasons is required to remain in a wild fire/emergency base camp or other accommodation on a Saturday and/or Sunday, the Employee will be paid for a minimum of 7.6 hours for each day they remain in the base camp at the appropriate weekend rates.

**1.5 Meal interval**

Meal intervals will not exceed 30 minutes and will be counted as time worked.

**1.6 Monday to Friday payment**

All time worked on any Monday to Friday (including time worked prior to emergency work) will be paid for at the rate of ordinary time for the first 7.6 hours and at the rate of time and one half for the next 2 hours, and at the rate of double time thereafter. Provided that:

- 1.6.1** the wage rate will revert to ordinary time when the Employee has received a rest period of 8 hours; and
- 1.6.2** when penalty rates are being paid, and a work period extends beyond midnight, such penalty rates will continue until the end of the work period.

**1.7 Saturday work**

Except where the provisions of **clause 1.6.2** apply all time worked by an Employee on a Saturday will be paid for at the rate of time and one half for the first two hours and at double time thereafter.

**1.8 Sunday and holiday work**

All time worked by an Employee on a Sunday will be paid for at double the ordinary prescribed rate and for all time worked on a public holiday at two and one half times the ordinary prescribed rate.

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**1.9 Stand-by**

**1.9.1** Stand-by will mean all time during which an Employee is required to remain available for an immediate recall to work.

**1.9.2** An Employee on stand-by will be available either at his/her home or at such other place as is mutually agreed with the Employer.

**1.9.3** The stand-by payments will be calculated to the nearest 5 cents as follows:

Date of effect	Stand by per hour
4 May 2009	\$13.50
1 July 2009	\$13.75
1 February 2010	\$13.95
1 October 2010	\$14.40

**1.9.4** Stand-by for Employees on Saturdays, Sundays and Public Holidays will mean an eight hour period between 10.00am and 6.00pm. Where fire conditions dictate, the stand by may be extended past 6.00pm and paid according to the rate specified in **clause 1.9.3**.

**1.9.5** An Employee who is rostered to stand-by on a Saturday, Sunday or Public Holiday will be entitled to 8 hours stand-by payment for each day so rostered.

**1.9.6** Provided that the Employee will be entitled to only 4 hours stand-by pay for each day so rostered if, by normal knock off time on the preceding day if that day is an ordinary working day or 5.00 pm otherwise, he/she is notified that stand-by for that Saturday, Sunday and/or Public Holiday has been cancelled.

**1.9.7** During the period from November to April an Employer may, on any normal week day which has a high fire danger rating, place an Employee on stand-by at the cessation of the normal working time for the day and/or his/her departure from the place where he/she normally ceases work for the day. Payment will be made from the normal time of cessation of work at the rate as provided in **clause 1.9.3**.

**1.9.8** Where an Employee is called upon to perform fire fighting work on any day that he/she is on stand-by, he/she will in addition to his/her entitlements under **clause 1.10**, be paid for all stand-by performed on that day which is not paid for under **clause 1.10**.

**1.9.9** Where an Employee is a designated Duty Officer on stand-by and is required to be the primary contact for initiating the response to an incident and manage the preparedness in relation to potential emergency incidents, that Employee while performing this function will be paid the relevant rate as follows:

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- 1.9.9(a)** The day rate (weekend/public holiday) of Duty Officer stand-by covers the period 10.00am to 6.00pm and will be as follows:

Date of effect	Day/Night Rate
4 May 2009	\$157.70 (\$19.71 (hourly))
1 July 2009	\$160.90 (\$20.11 hourly)
1 February 2010	\$162.90 (\$20.36 hourly)
1 October 2010	\$168.20 (\$21.02 hourly)

- 1.9.9(b)** If the Duty Officer is recalled to perform work during the hours 10.00am to 6.00pm in accordance with **clause 1.10**, the Duty Officer will be paid overtime at appropriate penalty rates instead of the above hourly day rate.

- 1.9.9(c)** The night rate of Duty Officer stand-by covers the period 6.00pm to 10.00am and will be as follows:

Date of effect	Night Rate
4 May 2009	\$89.10
1 July 2009	\$90.90
1 February 2010	\$92.00
1 October 2010	\$95.00

- 1.9.9(d)** If the Duty Officer is recalled to perform work during the hours 6.00pm to 10.00am in accordance with **clause 1.10**, the Duty Officer will be paid overtime at appropriate penalty rates in addition to the night rate of Duty Officer stand-by.

- 1.9.9(e)** The above allowances are paid for being available to perform duty and will include initial limited response to a telephone call or email, as long as the subject of the telephone call or email does not require further following up.

- 1.9.9(f)** All work after the initial limited response will be remunerated as overtime. The minimum overtime payment in **clause 1.10** does not apply. Overtime payments will be paid as worked.

- 1.9.9(g)** An employee who is required to return to their usual place or places of work is also entitled to the minimum overtime payment in **clause 1.10**.

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**1.10 Callout**

- 1.10.1** An Employee recalled to perform work in or in connection with wild fire fighting or other emergency will be paid for a minimum for four (4) hour's work at the appropriate penalty rate each time he/she is so recalled. Provided that the Employee will not be required to work the full 4 hours if the job for which he/she is recalled is completed in a shorter period.
- 1.10.2** In addition to this initial four (4) hours, if work continues for more than this period, the Employee will be paid for the actual time worked, at appropriate penalty rates.
- 1.10.3** If an Employee is recalled to duty within 4 hours of ceasing a previous work period, then the total work period prior to re-commencement of work on the recall will be taken into account when calculating the hours of duty for the day, and also be used for the purposes of calculating a 16 hour work period.

**1.11 Travelling time**

All time spent by an Employee in proceeding to and from a wild fire or other emergency at the direction of the Employer will be regarded as time worked. Payment will commence from, and cease at, the Employer's depot, camp or normal pick-up place in the home district provided that:

- 1.11.1** An Employee deployed to a fire sector (as defined) or other emergency location, travelling directly to or from that fire sector or other emergency location, will have that travelling time included as fire fighting time for the purposes of **clauses 1.6 and 1.14**.
- 1.11.2** Time spent travelling to or from a distant depot, camp, office or staging point (from where an Employee will receive deployment instructions) will count as time worked, however it will not attract payments under **clause 1.14**.

**1.12 Resumption of normal duties**

- 1.12.1** An Employee must not commence normal duty without having had 10 continuous hours off duty unless directed by the Employer.
- 1.12.2** Each Employee who has been engaged on emergency work will be entitled upon the cessation of such work, and prior to the resumption of normal duties, to a clear break of 10 hours without loss of pay for recognised working time occurring during such break.
- 1.12.3** Provided that an Employee who has been camped out for at least 3 nights will be entitled to a clear break of 12 hours.
- 1.12.4** Provided further that this provision will not apply with respect to any emergency work commenced and completed between the hours of 7.00am and 5.00pm on the same day.
- 1.12.5** Prior to returning to normal duties after working for 1 or more consecutive nights, a minimum rest period of 1 full day is required.

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**1.12.6** The emergency response provisions of this Appendix cease to apply when, as determined by the Employer, emergency work becomes of a routine nature and integrated with normal daily operations. In the case of a wild fire, this would occur only after an emergency has reached at least “Under Control 2” wild fire status (as defined).

**1.12.7 Rest periods for deployments between emergency duties**

**1.12.7(a)** A rest period of 2 full days (a minimum of 48 hours) is required between deployments comprising 7 consecutive days (including travel time) or 4 consecutive nights (plus 2 days travel time).

**1.12.7(b)** Prior to returning to normal duties, where there has been a combination of normal duties and fire duties of:

**1.12.7(b)(i)** 7 consecutive days or more, but less than 10 days – a rest period of 1 full day (24 hours) is required as a minimum; and

**1.12.7(b)(ii)** 10 consecutive days or more – a rest period of 2 full days (48 hours) is required as a minimum.

**1.12.7(c)** Where these days fall on a Saturday or a Sunday no additional payment will be made, nor will additional time off be provided.

**1.12.7(d)** Where these days fall on a Monday to Friday inclusive (excluding public holidays), the Employee will receive payment for these days.

**1.12.7(e)** Where these days fall on a Public Holiday, the employee will not receive additional time off but will receive a normal day’s pay for the Public Holiday.

**1.12.8** Where an Employee travels for 2 hours or less from the base camp to their home depot at the conclusion of a tour of duty, the day of travel will be considered a day’s break in accordance with **clauses 1.12.7(b)(i) and 1.12.7(b)(ii)** above.

**1.13 Provision of meals**

The Employer will provide the usual 3 meals per day, provided that where an Employee is required to work at night the Employer will provide suitable provisions at reasonable intervals. All food supplied by the Employer will be free of charge.

The Employer will make every reasonable effort to provide meals to those deployed at an emergency. In those cases where a meal is not provided for a planned meal break, a meal will be provided after the completion of the shift.

At Prescribed Burns lunch will only be provided where employees have camped the previous night.

**1.14 Fire Allowance**

**1.14.1** An Employee deployed from his/her depot or camp directly to a ‘fire sector’ will be paid an allowance as follows per hour, or part thereof, for all time so deployed, excluding travelling time as described in **clause 1.11.2**:

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Date of effect	Rate per hour
4 May 2009	\$10.00
1 July 2009	\$10.20
1 February 2010	\$10.30
1 October 2010	\$10.60

This allowance is to compensate for:

- 1.14.1(a)** all disabilities encountered whilst fire fighting, including the dirty nature of the work; and
  - 1.14.1(b)** any ordinary time worked under the emergency provisions, outside the normal spread of hours.
- 1.14.2** The Fire Allowance replaces the previous Firefighting Disability Allowance, the Shower Time Allowance and the additional 75 cents per hour previously described by clauses (t), (w) and (g)(iii) of Schedule E of the *CNR/SPSF Collective Employment Agreement 1995/96*. The Allowance is also paid in lieu of the Missed Meal, Camping and Paid Rest allowances previously provided by this Appendix prior to the VPS Agreement's variation in May 2009.
- 1.14.3** The Fire Allowance will be paid to staff with air borne roles and air base personnel involved in retardant mixing, aircraft refueling, aerial drip torch mixing and aircraft marshalling.
- 1.14.4** Once the wild fire is declared Under Control 2 payment of the Fire Allowance will cease.
- 1.14.5** The parties to this Agreement intend to treat prescribed burning operations as emergency work, remunerate that work by payment of the Fire Allowance, and subject planned burns to all of the conditions of emergency work including hours arrangements.

**1.15 Emergency Support Allowance**

- 1.15.1** Any Support Employees deployed to an emergency, excluding travelling time as described in **clause 1.11.2**, to perform duties will be paid an allowance as follows per hour, or part thereof:
- 1.15.2** This allowance is to compensate for:
- 1.15.2(a)** the nature of the work; and
  - 1.15.2(b)** any ordinary time worked under the emergency provisions outside the normal spread of hours.
- 1.15.3** The Emergency Support Allowance replaces the previous Shower Time Allowance and the additional 75 cents per hour previously described by clauses (w) and (g)(iii) of Schedule E of the *CNR/SPSF Collective Employment Agreement 1995/96*. The

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Allowance is also paid in lieu of the Missed Meal, Camping and Paid Rest allowances previously provided by this Appendix.

Date of effect	Rate per hour
4 May 2009	\$5.00
1 July 2009	\$5.10
1 February 2010	\$5.20
1 October 2010	\$5.40

prior to the VPS Agreement's variation in May 2009.

**1.16 Incident Management Team Responsibility Payments**

**1.16.1** The following table applies to Employees who are trained and/or accredited to perform the following roles identified in the AIIMS structure.

IMT Role	Level 3	Level 2	Level 1
Incident Controller	\$4,000	\$3,000	N/A
Operations Officer	\$3,000	\$2,000	N/A
Planning Officer	\$2,000	N/A	N/A
Situation Officer	\$2,000	N/A	N/A
Resources Officer	\$2,000	N/A	N/A
Logistics Officer	\$2,000	N/A	N/A
Burn Officer in Charge	N/A	N/A	\$2,000

**1.16.2** Payment will be made to an Employee as a lump sum upon verification in April of each year of their training currency, attendance at annual updates and availability to be deployed over the previous fire season.

**1.16.3** Employees accredited in more than one role will only receive payment for the highest role.

**1.17 Payment of Overtime Ceiling**

**1.17.1** An Employee who is in receipt of salary up to the maximum of Grade 6 is eligible to receive payment for overtime and Stand by in respect to fire suppression duties. Payment for overtime worked will be subject to the maximum payment being based on the hourly rate of the following salary (formerly the midpoint of a VPS 3) as follows:

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Date of effect	Rate (hourly rate of the annual salary)
4 May 2009	\$59,903
1 July 2009	\$61,101
1 February 2010	\$61,865
1 October 2010	\$63,876

**1.18 Definitions**

- 1.18.1 Fire Sector** means a defined section of the control line being used to contain a wild fire or being constructed to control a wild fire or being constructed as a backup to other lines being used to control the wild fire.
- 1.18.2 Prescribed Burn** means the controlled application of fire to a defined area of land conducted in accordance with an approved burn plan to meet specified management objectives.
- 1.18.3 Wild fire** means an unplanned and uncontrolled fire where suppression action must be initiated, or a major breakaway from a planned fire requiring additional resources to that scheduled for the operation.
- 1.18.4 Wild fire status** means the categorisation of a wild fire into one of the five following definitions:
- 1.18.4(a) Going** - Fire is expanding in a certain directions. There is reasonable evidence (a smoke sighting, a report has been received from the public) to suggest that a fire exists and is expanding.
  - 1.18.4(b) Contained** - Indicates that the spread of the fire is halted even though it may still be burning within the perimeter or control lines. Such a fire may still require continuous suppression action (eg. completion of fire control lines) before it is ‘under control’ to bring about a ‘controlled’ situation (status = ‘Under Control 1’).
  - 1.18.4(c) Under Control 1** (fire incident status) - The complete perimeter of the fire is secured, no breakaway is expected and continuous patrol/mopping up is still required.
  - 1.18.4(d) Under Control 1** (burn status) - The complete perimeter of the planned area of the burn is secured and no break away is expected. Continuous patrol and mopping up work is required. Fuels are not burning freely within the planned area.
  - 1.18.4(e) Under Control 2** (fire incident status) - The complete perimeter of the fire is secured, and no breakaway is expected. Control line quality or depth is such that only patrol is required. In most circumstances this status will mean reversion to non-emergency provisions in industrial awards.

- 1.18.4(f) Under Control 2** (burn status) - The complete perimeter of the fire is secured and no breakaway is expected. Control line quality or depth is such that only patrol is required. Only routine patrol and occasional mopping up work is required.
- 1.18.4(g) Safe** - The stage of fire suppression or prescribed burning when it is considered that no further suppression action or patrols are necessary.

## **PART 2 - OVERTIME**

### **2 OVERTIME**

Time worked in excess of the standard 76 hours per fortnight will be either paid as salary or taken as time in lieu as follows, except when subject to **Part 1 of this Appendix**.

#### **2.1 Time In Lieu**

- 2.1.1** In order to meet the work requirements of the Employer and/or the personal requirements of the Employee, the Employee may, subject to the approval of the local manager, work hours in excess of the normal working day and accrue a balance of time worked.
- 2.1.2** In such cases the additional hours are unpaid and the Employee will be entitled to take time in lieu on the basis of one hour for each additional hour worked.
- 2.1.3** A maximum of 76 hours time in lieu may be accrued.
- 2.1.4** The taking of time off in lieu will be by mutual arrangement between the Employee and the Employer.
- 2.1.5** The Employee will be paid an amount equivalent to any accrued time in lieu at the cessation of employment for whatever reason the cessation occurs.
- 2.1.6** Subject to the approval of the Employer the Employee may choose to work on a public holiday and receive a leave credit of up to 1 day which must be taken within the next 12 months. The time in lieu will be taken at the rate of one hour for each hour worked.
- 2.1.7** An Employee who with the agreement of their Employer substitutes a public holiday for another day to observe other religious or cultural occasions of significance to the Employee will be paid at the ordinary rate of pay for work on that public holiday.

#### **2.2 Paid Overtime**

- 2.2.1** The Employer may direct the Employee to work overtime in excess of the normal working day to meet particular unavoidable work demands. Such work will not be a regular occurrence, and reasonable notice of the requirement to work overtime will be given.
- 2.2.2** Where the work is required to be performed outside the span of 7.00am to 7.00pm Monday to Friday, or beyond the current rostering arrangements for Employees who work shift work, the overtime will be paid overtime and subject to **clauses 2.2.3 to 2.2.6**.

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- 2.2.3** Where the work is unpredictable and the Employer is unable to provide reasonable notice, the Employee may only refuse to work overtime where this would impose personal hardship or interfere with an Employee's family commitments. The Employee will provide an explanation at the time of refusing the overtime.
- 2.2.4** The Employer will ensure that work is organised in such a way that the requirement to perform overtime is not a regular occurrence.
- 2.2.5** All paid overtime between Monday to Saturday (excluding public holidays) will be paid at the rate of 150% of the ordinary rate of pay for the first two hours and 200% for each additional hour, subject to the maximum payment being based on the hourly rate of the annual salary as follows (formerly the midpoint of a VPS 3):

Date of effect	Rate (hourly rate of the annual salary)
4 May 2009	\$59,903
1 July 2009	\$61,101
1 February 2010	\$61,865
1 October 2010	\$63,876

- 2.2.6** All paid overtime on a Sunday (excluding public holidays) will be paid at the rate of 200% for each additional hour, subject to the maximum payment being based on the hourly rate of the annual salary in the table below. Shift work Employees who have already completed a rostered day of 7.6 hours will be paid overtime on a Saturday or Sunday (excluding public holidays) at 200% for all overtime worked subject to the maximum payment being based on the annual salary as follows (formerly the midpoint of a VPS 3):

Date of effect	Rate (hourly rate of the annual salary)
4 May 2009	\$59,903
1 July 2009	\$61,101
1 February 2010	\$61,865
1 October 2010	\$63,876

- 2.2.7** All overtime worked on a public holiday will be paid at the rate of 250% of the ordinary rate of pay subject to the maximum payment being based on the annual salary as follows (formerly the midpoint of a VPS 3):

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Date of effect	Rate (hourly rate of the annual salary)
4 May 2009	\$59,903
1 July 2009	\$61,101
1 February 2010	\$61,865
1 October 2010	\$63,876

- 2.2.8** All overtime calculations will be rounded up to the next quarter of an hour.
- 2.2.9** Where the Employee performs overtime work at the direction of the Employer and the Employee is not able to utilise the normal means of transport home, the Employer will organise safe means of transport for the Employee or on production of a receipt reimburse the Employee the cost of commuting by taxi.

**PART 3 - ALLOWANCES**

**3 CAMPING ALLOWANCE**

An Employee required to camp outdoors will be paid a combined incidental/disability allowance as follows per night to compensate for the conditions at such a camp:

Date of effect	Rate per night
4 May 2009	\$28.90
1 July 2009	\$29.50
1 February 2010	\$29.90
1 October 2010	\$30.90

When otherwise providing accommodation for Employees, the Employer will provide adequate sleeping, ablution and messing facilities. In circumstances where the Employer does not provide adequate facilities the Employee will be paid the above allowance.

**4 NON-EMERGENCY STAND-BY**

- 4.1** An Employee who is required by the Employer as part of their duties to be on stand-by and available to return within a specified maximum period of time to undertake duty outside their normal hours of duty will be compensated at the rate as follows:

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Date of effect	Rate per night	Rate per day and night
4 May 2009	\$39.90	\$79.70
1 July 2009	\$40.70	\$81.30
1 February 2010	\$41.20	\$82.30
1 October 2010	\$42.50	\$85.00

- 4.2** The above allowances are paid for being available to perform duty and will include initial limited response to a telephone call or email, as long as the subject of the telephone call or email does not require further following up. All work after the initial limited response will be remunerated as overtime.
- 4.3** An Employee who is required to return to work when on stand-by will be compensated for each hour or part hour worked, in accordance with the overtime provisions in **Part 2 of this Appendix 9**.
- 4.4** Employees must be paid for a minimum of three hours (3) when they are recalled to duty.
- 4.5** allowances will not apply where is explicitly incorporated as incidents of employment into total remuneration or is otherwise compensated.

**5 REMOTE LOCATIONS**

- 5.1** Factors taken into consideration in determining the remote status of a work centre are:
- 5.1.1** distance from a large town;
  - 5.1.2** degree of isolation or distance from shops and services;
  - 5.1.3** requirements for additional cost of living;
  - 5.1.4** hardships including impact on spouse and children;
  - 5.1.5** availability of standard community facilities e.g. churches, cultural pursuits, recreational;
  - 5.1.6** availability of medical facilities;
  - 5.1.7** involvement of family members in delivering Departmental Services; and
  - 5.1.8** prior demonstrated difficulty in attracting Employees to the location.
- 5.2** Two levels of Remote Location Allowance are available: (i) Highly Remote and (ii) Remote.

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**5.2.1** The locations are listed below:

<b>RATING</b>	<b>NORTH WEST</b>	<b>NORTH EAST</b>	<b>GIPPSLAND</b>	<b>CENTRAL</b>
<b>(i) Highly Remote</b>	Underbool	Mitta Mitta	Bendoc Dargo	N/A
<b>(ii) Remote</b>	Hopetoun Hattah Wyperfeld Werrimul Nhill	Corryong	Cann River Swifts Creek Mallacoota Tidal River	French Island

**5.2.2** The following categories apply:

Remote status	With Dependents (per annum)	Without Dependents (per annum)
<b>(i) Highly Remote</b>		
4 May 2009	\$3,913 - \$6,525	\$2,740 - \$4566
1 Jul 2009	\$3,991 - \$6,656	\$2,795 - \$4,657
1 Feb 2010	\$4,041 - \$6,739	\$2,830 - \$4,715
1 Oct 2010	\$4,172 - \$6,958	\$2,922 - \$4,868
<b>(ii) Remote</b>		
4 May 2009	\$2,349 - \$3,913	\$1,566 - \$2,612
1 Jul 2009	\$2,396 - \$3,991	\$1,597 - \$2,664
1 Feb 2010	\$2,426 - \$4,041	\$1,617 - \$2,697
1 Oct 2010	\$2,505 - \$4,172	\$1,670 - \$2,785

**5.2.3** The categories of locations listed above are used for payment of the following allowances:

- 5.2.3(a)** For Employees in Category (i) and (ii) locations there is recognition of the cost and inconvenience of living and working at that location through payment of an allowance in addition to salary. Starting salary should be increased by an amount of allowance within the range shown in the above table. This allowance is paid in addition to salary for disabilities associated with living and working at the remote location, and will cease to be paid when the Employee ceases to be employed at that remote location. This allowance is to be paid in addition to the negotiated starting salary. Starting salary payments are to be endorsed by the relevant delegate.
- 5.2.3(b)** This allowance is to be paid fortnightly to ongoing and seasonal employees (pro rata) who live and work at the remote location. Casuals are not eligible for the payment.
- 5.2.3(c)** Employees in category (i) and (ii) locations can in addition receive a one off payment as follows at the commencement of residence at the location. This is an added inducement to attract Employees. Payments are to be endorsed by

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the relevant delegate.

Date of effect	Category (i)	Category (ii)
4 May 2009	Up to \$2,612	Up to \$1,306
1 Jul 2009	Up to \$2,664	Up to \$1,332
1 Feb 2010	Up to \$2,697	Up to \$1,349
1 Oct 2010	Up to \$2,785	Up to \$1,393

**6 OVERSEAS AND INTERSTATE ALLOWANCE**

- 6.1** When an Employee travels overseas or interstate on an Employer sanctioned trip, the Employer will provide the Employee with a reasonable allowance prior to travel and reimburse any additional expenses relating to the trip on return. These costs will include
- 6.1.1** Accommodation, meals and other incidental expenses associated with the trip.
- 6.1.2** Overseas accommodation and meals will be at a standard equivalent to that associated with travel within Australia.
- 6.2** Before travelling overseas the Employer and Employee will agree on what is likely to be an appropriate rate of expenses (taking into account fluctuations with the Australian dollar) and these monies will be advanced to the Employee prior to travel.