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### We hope everyone is keeping safe and well, and complying with the rules.

Welcome to our standard regular *Member News* newsletter.

**Primary Employers Tasmania are providing special newsletters to assist members with their employment issues during this time. They are emailed to members and are also available on our website.**

#### AWARD UPDATE

The Fair Work Commission has approved various changes to the awards to deal with the COVID-19 Pandemic.

These changes provide for unpaid pandemic leave and changes to how annual leave can be taken and paid.

**Full details are set out below.** If your award is not mentioned please call our Workplace Relations Director. The changes commence immediately.

#### **Variations to Awards - COVID-19 Pandemic Additional Schedule X**

The following awards have had an additional schedule annexed.

- Food, Beverage and Tobacco Manufacturing Award
- Horticulture Award
- Nursery Award
- Pastoral Award
- Poultry Processing Award
- Professional Employees Award
- Racing Clubs Events Award
- Racing Industry Ground Maintenance Award
- Road Transport and Distribution Award
- Silviculture Award
- Wine Industry Award

#### **Schedule X provides:**

##### **Unpaid Pandemic Leave**

- a. Two weeks unpaid pandemic leave if the employee is required to self-isolate due to a government or medical direction.
- b. Notice of the leave must be provided as soon as possible, and the employer may ask for

evidence that the leave is for the given reason.

- c. The leave must start before 30 June, 2020.

##### **Annual Leave at Half Pay**

- a. The employer and employee may agree that the employee can take twice as much leave but at half-pay. (e.g. 2 weeks annual leave with the same pay the employee would have received for one week's annual leave including annual leave loading);
- b. Only one week's leave is deducted from the employee's annual leave accrual.

##### **Other Awards:**

1. Hospitality Industry (General) Award and Restaurant Industry Award (Set out in Schedule L and Schedule I respectively).

##### Hours of work:

- a. An employee can be asked to perform any duties that are within their skill and capacity no matter their classification provided it is safe to do so and they are licenced and qualified to do them.
- b. Full-time employees can be rostered to work between 22.8 hours and 38 hours per week and paid on a pro-rata basis.
- c. Part-time employees can be required to work between 60% and 100% of their normal guaranteed hours per week.
- d. Consultation in relation to the above changes is required.

##### Annual leave at half pay.

- a. The employer and employee may agree that the employee can take twice as much leave but at half-pay. (e.g. 2 weeks annual leave with the same pay the employee would have received for one week's annual leave including annual leave loading)
- b. Only one week's leave is deducted from the employee's annual leave accrual.

The Restaurant Industry Award also allows for close-downs and for employees to take annual leave during the period of close down.

## 2020 MEMBERSHIP RENEWAL

If you haven't yet re-joined you can do so by accessing the online portal (payment by Visa or MasterCard), or if you wish to pay by direct debit or cheque, please complete the attached membership form and return it and proof of payment to the office, either by email or post:

**Email:** [pet@primaryemployers.com.au](mailto:pet@primaryemployers.com.au)

**Post:** PO Box 3014 Launceston, 7250

## ANNUAL GENERAL MEETING – Now Online

The Annual General Meeting will still be held on 21 May, 2020. However, due to the restrictions on gatherings the meeting will be held on-line, that is, you can attend using your mobile phone, tablet, or computer.

Further details as to how to log-in will be provided to all members as soon as possible.

## NEW WEBSITE UP AND RUNNING

We are pleased to confirm that our new website is now operational with lots of new information and links to help you in your business.

We will continue to add to the site to make it a one-stop spot to meet your needs as a member.

To access the new website you can click here [www.primaryemployers.com.au](http://www.primaryemployers.com.au)

### KEEP UP TO DATE

Follow us on Facebook

<https://www.facebook.com/primaryemployerstas>  
and at <http://www.primaryemployers.com.au>



**Felicity Richards, President**

## EMPLOYMENT ISSUES

The media is reporting that many businesses are "standing down" employees due to the COVID-19 pandemic and changes to the business requirements due to reduced demand and lack of customers.

To stand-down an employee without pay it must be shown that

- the employee cannot usefully be employed, **and**
- there is a stoppage of work for which the employer cannot reasonably be held responsible.

A reduction or slowdown in business does not mean a stoppage of work and does not mean you can stand-down the employee without pay.

It should be noted that were the government has ordered the closure of certain non-essential businesses be closed, e.g. cinemas, pubs, etc., that would constitute a stoppage outside the control of the employer.

If you don't have a legal right to stand down your employee, a refusal to pay wages could mean you are effectively dismissing the employee. If you reduce the wages of your employee without their consent and without a contractual right to do so, your employee may claim to have been constructively dismissed. They could also claim for wages not paid.

However, the changes to the Awards set out below do provide for employers and employees to vary work around some of the restrictions surrounding stand-down.

Contact the office on (03) 6343 2244 if you have any queries.

**Andrew Cameron**

*Executive Officer and  
Workplace Relations Director*



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**Rod Stewart** mobile 0428 558 158

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# Membership Application 2020

<b>TAX INVOICE:</b>	ABN 95 330 573 650	Tax Invoice No: ( Use your Member ID )	Membership Fee (inc GST): <b>\$407.00</b>
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Tax Invoice for membership of Primary Employers Tasmania for the full year January to December 2020, to: **MBR ID:**

### YOUR DETAILS:

<b>FIRST NAME &amp; SURNAME:</b>		<b>BUSINESS NAME:</b>	
<b>TRADING NAME:</b>		<b>NOMINATED PERSON:</b> <i>SEE CLAUSE 9.3 OVER PAGE</i>	
<b>BUSINESS TYPE:</b> <i>PLEASE CLICK ON CHECKBOX:</i>	<input type="checkbox"/> Company <input type="checkbox"/> Trust <input type="checkbox"/> Partnership	<b>IF A TRUST, NAME OF TRUSTEE:</b>	
<b>STREET ADDRESS:</b>		<b>POSTAL ADDRESS:</b>	
<b>STATE &amp; POST CODE:</b>		<b>STATE &amp; POST CODE:</b>	
<b>MOBILE (1):</b>		<b>MOBILE (2):</b>	
<b>PROPERTY NAME/S:</b>		<b>EMAIL:</b>	

<b>Card Payment:</b>	<input type="checkbox"/> Visa <input type="checkbox"/> Mastercard <input type="checkbox"/> UnionPay	<b>Direct Deposit:</b>	
<b>Name on Card:</b>		<b>Westpac BSB:</b>	037 – 608
<b>Card Number:</b>		<b>Account Number:</b>	194 746
<b>Expiry Date:</b>	Month: <input type="text"/> Year: <input type="text"/>	<b>Account Name:</b>	Primary Employers Tasmania
<b>Signed:</b>		<b>Reference code:</b>	Use your Member ID Number
<b>Amount:*</b>	<b>\$407.00 (Includes GST)</b>	If paying by cheque, make payable to "Primary Employers Tasmania"	

### DECLARATION:

I/we declare that I/we employ, in one or more of the industries below, the following number of employees:

Enter Number of Employees below:	
<b>Full Time:</b>	<b>Casual:</b>
<b>Part-Time:</b>	<b>Seasonal:</b>

Click boxes below to mark each commodity you have:

- |                                      |  |  |
|--------------------------------------|--|--|
| <input type="checkbox"/> Apiculture  | <input type="checkbox"/> Flowers                     | <input type="checkbox"/> Poultry                             |
| <input type="checkbox"/> Aquaculture | <input type="checkbox"/> Forestry                    | <input type="checkbox"/> Stone Fruits<br>(Apricots/Cherries) |
| <input type="checkbox"/> Beef        | <input type="checkbox"/> Hops                        | <input type="checkbox"/> Vegetables                          |
| <input type="checkbox"/> Berries     | <input type="checkbox"/> Lamb                        | <input type="checkbox"/> Viticulture                         |
| <input type="checkbox"/> Cropping    | <input type="checkbox"/> Nursery                     | <input type="checkbox"/> Wool                                |
| <input type="checkbox"/> Dairy       | <input type="checkbox"/> Pome Fruits<br>(Apple/Pear) |  |

In applying for or renewing my/our membership, I/we undertake to pay all dues required on admission to membership, and conform to the rules of the Association. I/we have read the *Financial Obligations and Rules (FOaR)* form explaining the obligations arising from membership and the circumstances and the manner in which a member may resign from the Association. See "FOaR" at: [www.primaryemployers.com.au](http://www.primaryemployers.com.au).

### AWARD/S REGISTRATION:

Please click the appropriate box/s below of the award/s that apply to your enterprise. If you are unsure which award/s apply to your enterprise, please do not hesitate to contact Primary Employers Tasmania on phone 03 6343 2244.

- Pastoral Award 2010
- Horticulture Award 2010
- Wine Industry Award 2010
- Clerks Private Sector Award 2010
- General Retail Industry Award 2010
- National Training Wage Award
- Food Beverage & Tobacco Manufacturing Award 2010
- Nursery Award 2010
- Poultry Processing Award 2010
- Other (Check with Primary Employers Tasmania)

Signed:..... Date: .....

**Reminder This form must be signed/digitally signed and returned at the time of renewing or joining**

Each year of membership, a form must be signed/digitally signed and returned as part of your membership registration. We are bound by the Rules of the Fair Work (Registered Organisations) Act 2009 to hold a copy of your application form with your signature applied.

PRIMARY EMPLOYERS TAS Office Use Only:			
<b>Payment date:</b>		<b>Rcvd:</b>	
		<b>Receipt No:</b>	
<input type="checkbox"/> EFT	<input type="checkbox"/> CARD	<input type="checkbox"/> CHEQUE	New: <input type="checkbox"/> MiXI: <input type="checkbox"/>