

QUEENSLAND INDUSTRIAL RELATIONS COMMISSION

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

Parliamentary Service Certified Agreement 2007

*Matter No. CA/2007/11*

Commissioner Asbury

28 February 2007

CERTIFICATE

This matter coming on for hearing before the Commission on 19 February 2007 the Commission certifies the following written agreement:

Parliamentary Service Certified Agreement 2007 - CA/2007/11

Made between:

Legislative Assembly of Queensland;  
Australian Municipal, Administrative, Clerical and Services Union, Central and Southern Queensland Clerical and Administrative Branch, Union of Employees;  
Federated Clerks' Union of Australia, North Queensland Branch, Union of Employees;  
Liquor Hospitality and Miscellaneous Union, Queensland Branch, Union of Employees; and  
The Queensland Public Sector Union of Employees

The agreement was certified by the Commission on 19 February 2007 and shall operate from 19 February 2007 until its nominal expiry on 31 July 2009.

This agreement cancels CA/2005/121 and CA/2003/770.

By the Commission.

Commissioner Asbury

## QUEENSLAND INDUSTRIAL RELATIONS COMMISSION

*Industrial Relations Act 1999, s.156*

Queensland Parliamentary Service

AND

The Queensland Public Sector Union of Employees; and others

*(No. CA11 of 2007)***PARLIAMENTARY SERVICE CERTIFIED AGREEMENT 2007**

## APPLICATION FOR CERTIFICATION OF AGREEMENT

THE AGREEMENT, having been made under the *Industrial Relations Act 1999*, on the 19 February 2007, BETWEEN the Queensland Parliamentary Service; AND Liquor Hospitality and Miscellaneous Union, Queensland Branch, Union of Employees; Australian Municipal, Administrative, Clerical and Services Union, Central and Southern Queensland Clerical and Administrative Branch, Union of Employees; Federated Clerks' Union of Australia North Queensland Branch, Union of Employees; The Queensland Public Sector Union of Employees; witness that the parties mutually agree as follows:

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

This Agreement shall be known as the *Parliamentary Service Certified Agreement 2007*.

**1.2 Arrangement**

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**1.3 Application**

This Agreement shall apply to the Speaker on behalf of the Legislative Assembly as the employer of officers and employees of the Parliamentary Service as defined by the Parliamentary Service Act 1988, officers and employees of the Parliamentary Service, the Australian Municipal, Administrative, Clerical and Services Union, Central and Southern Queensland Clerical and Administrative Branch, Union of Employees, the Federated Clerks' Union of Australia, North Queensland Branch, Union of Employees, the Queensland Public Sector Union of Employees and the Liquor Hospitality and Miscellaneous Union, Queensland Branch, Union of Employees.

**1.4 Date of Operation**

The Agreement operates from the date of certification until the nominal expiry date of 31 July 2009.

**1.5 Posting of Agreement**

A copy of this Agreement must be displayed in a conspicuous place at the workplace, where it can be easily read by employees in the workplace.

**1.6 Relationship to Awards and Industrial Instruments**

This Agreement is to be read in conjunction with the Parliamentary Service Award - State 2003. In the event of any inconsistency with the award, the terms of this Agreement shall take precedence.

**1.7 Continuation of Provisions in Previous Certified Agreements**

- (1) Subject to this clause, this Agreement replaces the Parliamentary Service Certified Agreement 2003.
- (2) The parties agree that the provisions of the Parliamentary Service Certified Agreement 2003, Parliamentary Service Certified Agreement 2001 and the Parliamentary Service Certified Agreement 1998 will continue to apply, as if they were part of this Agreement, unless specifically overridden or unless inconsistent with any of the provisions of this Agreement.

### **1.8 Objectives of This Agreement**

The parties are committed to an effective Parliamentary Service, delivering quality services to its various clients. The Parliamentary Service will strive for improvements in service delivery, improved efficiency and effectiveness of its operations and activities.

### **1.9 Equity Considerations**

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

### **1.10 Definitions and Abbreviations**

"AQF" means the Australian Qualifications Framework. The AQF is a system of twelve national qualifications in schools, vocational education and training (TAFEs and private providers) and the higher education sector (mainly universities). The AQF is set out in Appendix 2.

"CC" means a Consultative Committee.

"CRS" means the Classification and Remuneration System used by the Parliamentary Service.

"PSTP" means the Public Services Training Package.

## **PART 2: WAGES**

### **2.1 New Wage Rates**

In recognition of the commitment of the parties as specified in clause 1.8 "Objectives of This Agreement", the following wage increases shall be available to employees covered by this Agreement:

1 August 2006	4% or \$30.00 per week (whichever is the greater)
1 July 2007	4% or \$30.00 per week (whichever is the greater)
1 July 2008	4% or \$30.00 per week (whichever is the greater)

Provided that the first wage increase provided in the replacement agreement will not occur before 1 August 2009.

The salary schedules are set out in Appendix 1.

### **2.2 On Call Provisions**

The following clause is to be read in conjunction with Schedule 4, Section 6 "On call arrangements" of the *Queensland Public Service Award - State 2003*,

- (1) Where an employee is instructed to be available on call outside ordinary or rostered working hours, the employee will be paid, in addition to their ordinary rate of pay an allowance based upon the hourly rate of the classification of Professional Officer level 3, paypoint 4 in accordance with the scale provided for in S4.6.3(a) of the *Queensland Public Service Award - State 2003*.
- (2) An employee, while on call, who is recalled to perform duties without the need to leave the employee's place of residence, will be paid for time worked with a minimum payment of one hour for each time the employee performs such duties. Provided that should such employee be recalled again to perform duties separately within the minimum one hour period, no further payment shall apply. Provided further that the employee will be responsible for the recording of such requests which will require subsequent verification by the Chief Executive Officer.

- (3) On call arrangements will be implemented by agreement between the relevant Chief Executive and majority of affected employees in consultation with the relevant union.

### **2.3 No Further Claims**

- (1) This agreement is in full and final settlement of all parties' claims for its duration. It is a term of this agreement that no party will pursue any extra claims relating to wages or conditions of employment whether dealt with in this agreement or not.
- (2) This agreement covers all matters or claims that could otherwise be subject to protected industrial action.
- (4) It is agreed that the following changes may be made to employee's rights and entitlements during the life of this agreement:
- a. General Rulings and Statements of Policy issued by the Queensland Industrial Relations Commission that provide conditions that are not less favorable than current conditions;
  - b. Any improvements in conditions that are determined on a whole-of-government basis;
  - c. Reclassifications.
- (4) Unless inconsistent with the terms of this agreement, the entitlement of employees covered by this agreement as contained in awards, agreements, Ministerial Directives or determinations made under the Public Service Act 1996 effective at the date this agreement was made shall not be reduced for the life of this agreement.

### **2.4 Award Maintenance**

- (1) Subject to Clause 2.3(3), the Queensland Industrial Relations Commission State Wage increases awarded during 2006 and the period up to, and including, the nominal expiry date of this Agreement shall be absorbed into the wage increases provided by this Agreement.
- (2) It is a term of this Agreement that no person covered by this Agreement will receive a rate of pay, which is less than the corresponding rate of pay in the relevant parent Award.
- (3) The employer will support union applications to amend the parent Award to include salary rates of the Parliamentary Service Certified Agreement 2003.
- (4) The employer will consent to applications made after the nominal expiry date of this Agreement to amend the parent Award to incorporate wage adjustments based on this Agreement.

## **PART 3: TRAINING**

### **3.1 Commitment**

- (1) The parties to this agreement recognise an ongoing commitment to training and development through a variety of modes including on the job training, accredited courses and professional development programs.
- (2) It is acknowledged that employees should be encouraged to develop required skills and knowledge to support service delivery objectives in an environment where greater focus should be placed on strategies to attract, retain and develop employees with critical skills and abilities.
- (3) To achieve the desired levels of knowledge and skills there should be an emphasis upon building capability around key occupations through career development, job design, performance development, and workforce planning.
- (4) The objective of this approach is to improve workforce capability and service delivery while enhancing job satisfaction and employees' professional growth.
- (5) Training and assessment of competencies will be provided in accordance with the Public Services Training Package or other accredited programs relevant to agency needs to enable employees' to meet the requirements of clause 4.1 and 4.2 of this agreement.

### **3.2 Electorate Office Staff**

- (1) In relation to Electorate Office staff, the parties have agreed to establish a sub-committee of the Consultative Committee (CC) to complete the implementation of the training program developed under the Parliamentary Service Certified Agreement 2003.
- (2) The parties have acknowledged that training in conflict resolution, mediation, anger management, dealing with difficult clients, cultural awareness, harassment and some computer programs (particularly when programs are upgraded) will be prioritised by the sub-committee.
- (3) The sub-committee will also consider future training opportunities for electorate office staff. The parties acknowledge that training may be delivered in a variety of different ways which may include face to face training, attendance at courses, through a variety of technologies or from prepared instruction manuals.
- (4) The sub-committee will recommend to the CC the most appropriate training models, including an assessment of costs associated with those models, for the delivery of training in order of priority.
- (5) The sub-committee will provide regular written reports to the CC on the delivery of training for Electorate Office Staff.

#### **PART 4: RECOGNITION OF ACCREDITED QUALIFICATIONS**

##### **4.1 Commitment**

- (1) The parties are committed to the principle that financial recompense shall be provided for Parliamentary Service employees in the specified classifications who meet the following requirements:
  - (a) an accredited qualification at the AQF level specified or higher achieved through training and assessment of competencies (including recognition of current competencies); and
  - (b) reached the maximum paypoint of the specified Classification Level in the Administration Stream or the Operational Stream; and
  - (c) spent one calendar year on the maximum pay point (or, in the case of part time and casual employees, have spent one calendar year and worked 1200 hours at the maximum pay point).
- (2) Government will establish (by 1 March 2007) a capacity to review training and assessment programs (submitted by CEOs of agencies) that are currently without AQF accreditation. This review would determine whether any such program is deemed to meet the necessary standards such that it will be deemed as meeting requirement (a) detailed above.

##### **4.2 Appropriate Remuneration**

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

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

#### **PART 5: EMPLOYMENT SECURITY AND PERMANENT EMPLOYMENT**

##### **5.1 Employment Security**

- (1) The Parliamentary Service is committed to maximum employment security for tenured employees by developing and maintaining a responsive, impartial and efficient Parliamentary Service as the preferred provider of existing services its clients and the community.

##### **5.2 Permanent Employment**

- (1) The parties are committed to maximizing permanent employment where possible. Casual or temporary forms of

employment should only be utilized where permanent employment is not viable or appropriate. The Parliamentary Service may utilize workforce planning and management strategies to assist in determining the appropriate workforce mix for current and future needs.

### **5.3 Organisational Change and Restructuring**

- (1) The Parliamentary Service is committed to providing stability to its employees by limiting organisational restructuring and contracting-out of services.
- (2) These commitments are effected through observance of the Government's Employment Security Policy and the "Policy on the Contracting-Out of Government Services".
- (3) The Parliamentary Service shall advise the Consultative Committee (CC) of its intention to implement changes that may affect the employment security of employees, prior to the commencement of any planned changes.
- (4) It is acknowledged that management has a right to implement changes to ensure the effective delivery of services to clients. The consultation process will not be used to frustrate or delay the changes but rather ensure that all viable options are considered. If this process cannot be resolved at the CC (or equivalent) in a timely manner either party may refer the matter to the Queensland Industrial Relations Commission.
- (5) The parties agree that the Parliamentary Service should report to the CC on a quarterly basis the current status of employment practices within the agency. This report should be provided on a quarterly basis at the CC. Specifically, the report should detail the following:
  - (a) a snapshot of the current workforce including the total number of employees, the number of employees by appointment type (permanent, temporary and casual), stream allocation;
  - (b) a report on the variance from the previous quarter in the use of casuals, temporaries and the number of people engaged through labour hire;
  - (c) the number of people engaged through labour hire;
  - (d) any significant variance in the number of permanent employees;
  - (e) the conversion of temporary employees to tenured status.
- (6) The Parliamentary Service undertakes that, except for specific termination procedures related to Electorate Office staff contained in the Parliamentary Service Award - State 2003, permanent employees will not be forced into unemployment as a result of organisational change or changes in Parliamentary Service priorities. Where changes to employment arrangements are necessary, there will be active pursuit of retraining and deployment opportunities. There is a responsibility on the employee to meaningfully participate in the opportunities made available.

### **PART 6: SALARY PACKAGING**

- (1) Salary packaging is available for employees covered by this Agreement.
- (2) The Parliamentary Service will apply the following principles for employees that avail themselves of salary packaging:
  - (a) as part of the salary package arrangements, the costs for administering the package, including fringe benefits tax, are met by the participating employee;
  - (b) there will be no additional increase in superannuation costs or to fringe benefits payments made by the employer;
  - (c) increases or variations in taxation are to be passed to employees as part of their salary package;
  - (d) where required by the employer, employees must provide to the employer evidence of independent financial advice prior to taking up a salary package;
  - (e) there will be no significant additional administrative workload or other ongoing costs to the employer;
  - (f) any additional administrative and fringe benefit tax costs are to be met by the employee;
  - (g) any increases or variations to taxation, excluding payroll tax that result in additional costs are to be passed on to the employee as part of the salary package.
- (3) The employee's salary for superannuation purposes and severance and termination payments will be the gross salary, which the employee would receive if not taking part in flexible remuneration packaging.
- (4) Employees may elect to adjust their current salary sacrifice arrangements to sacrifice up to 100% of salary to

superannuation.

#### **PART 7: CONSULTATIVE COMMITTEE (CC)**

- (1) The Parliamentary Service will have a joint union/employer CC. The CC may, by agreement, subsume the role/s of any other consultative forums already in place. The CC may be used to consult on a broad range of issues and is not confined to the discussion of matters arising from this agreement.

#### **PART 8: COLLECTIVE INDUSTRIAL RELATIONS**

- (1) The Government acknowledges that structured, collective industrial relations will continue as a fundamental principle of the management of agencies and public sector units. The principle recognises the important role of unions and the traditionally high levels of union membership in the public sector. It supports constructive relations between management and unions and recognises the need to work collaboratively with relevant unions and employees in an open and accountable way.
- (2) The Parliamentary Service as an employer recognises that union membership and coverage issues are determined by the provisions of the *Industrial Relations Act 1999* and any determinations of the Queensland Industrial Relations Commission.
- (3) The Parliamentary Service is committed to collective agreements and will not support non-union agreements, Queensland Workplace Agreements or Australian Workplace Agreements.
- (4) Consistent with principles established by a full bench of the Queensland Industrial Relations Commission, the Parliamentary Service will agree to support the "rolling up" of certified agreement wage rates into the relevant awards.

#### **PART 9: ILO CONVENTIONS**

- (1) The Parliamentary Service as an employer recognises its obligations to give effect to international labour standards including freedom of association, workers' representatives, collective bargaining and equality of opportunity for all public sector workers.

#### **PART 10: UNION ENCOURAGEMENT**

- (1) The Parliamentary Service recognises the right of individuals to join a union and will encourage that membership. However, it is also recognised that union membership remains at the discretion of individuals.
- (2) An application for union membership and information on the relevant union/s will be provided to all employees at the point of engagement.
- (3) Information on the relevant union(s) will be included in induction materials.
- (4) Union representative(s) will be provided with the opportunity to discuss union membership with new employees.

#### **PART 11: UNION DELEGATES**

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



- (4) Subject to the relevant employee's written approval and any confidentiality provisions, delegates may request access to documents and policies related to a member's employment.

## **PART 12: INDUSTRIAL RELATIONS EDUCATION LEAVE**

- (1) Industrial relations education leave is paid time off to acquire industrial relations knowledge and competencies which develop the employees' capacity to effectively participate in consultative structures, perform a representative role and further the effective operation of grievance and dispute settlement procedures.
- (2) Before the employer approves such leave the union must provide the employer information about the course content, the times at which the courses will be offered, the numbers of attendees, and the types of employees at whom the course is targeted. Before approving leave, the employer must be satisfied that the proposed course is within the terms of paragraph (1).
- (3) Employees may be granted up to 5 working days (or the equivalent hours) paid time off (non-cumulative) per calendar year to attend industrial relations education sessions, approved by the chief executive (or delegated authority) of the agency.
- (4) Additional leave, over and above 5 working days non-cumulative (or the equivalent hours) in any one calendar year may be granted where approved structured employees' training courses involve more than 5 working days (or the equivalent). Such leave will be subject to consultation between the chief executive (or delegated authority) of the agency, the relevant union and the employee.
- (5) Upon request and subject to approval by the chief executive (or delegated authority) of the agency, employees may be granted paid time off in special circumstances to attend Management Committee Meetings, Union Conferences, and ACTU Congress.
- (6) The granting of industrial relations education leave or any additional leave should not impact adversely on service delivery, work requirements or the effectiveness and efficiency of the agency/work unit concerned. At the same time such leave shall not be unreasonably refused.
- (7) At the discretion of the chief executive of the agency, employees may be granted special leave without pay to undertake work with their union. Such leave will be in accordance with the Ministerial Directive 08/06 "Special Leave" in relation to special leave without salary. Conditions outlined in the Special Leave Directive that provide for the employees' return to work after unpaid leave will be met.

## **PART 13: PREVENTION AND SETTLEMENT OF DISPUTES**

- (1) The objectives of this procedure are the avoidance and resolution of any disputes over matters covered by this Agreement, by measures based on the provision of information and explanation, consultation, co-operation and negotiation.
- (2) Subject to legislation, while the dispute procedure is being followed, normal work is to continue except where the employee has a reasonable concern about an imminent risk to the employee's health or safety. The *status quo* existing before the emergence of a dispute is to continue whilst the procedure is being followed. No party shall be prejudiced as to the final settlement by the continuation of work.
- (3) There is a requirement for management to provide relevant information and explanation and consult with the appropriate employee representatives.
- (4) In the event of any disagreement between the parties as to the interpretation or implementation of this Agreement, the following procedures shall apply:
  - (a) the matter is to be discussed by the employee's union representative and/or the employee(s) concerned (where appropriate) and the immediate supervisor in the first instance. The discussion should take place within 24 hours and the procedure should not extend beyond 7 days;
  - (b) if the matter is not resolved as per (a) above, it shall be referred by the union representative and/or the employee(s) to the appropriate management representative who shall arrange a conference of the parties to discuss the matter. This process should not extend beyond 7 days;
  - (c) if the matter remains unresolved it may be referred by the employee and/or his/her union representative to the CC for discussion and appropriate action. This process should not exceed 14 days;
  - (d) if the matter is not resolved then it may be referred by either party to the Queensland Industrial Relations

Commission for conciliation, or if necessary, arbitration.

- (5) Nothing contained in this procedure shall prevent unions or the Parliamentary Service from intervening in respect of matters in dispute, should such action be considered conducive to achieving resolution.
- (6) The parties acknowledge that, for matters not covered by this agreement, there are other dispute resolution procedures available.

#### **PART 14: REASONABLE WORKING HOURS**

- (1) The Parliamentary Service is committed to working with its employees and the unions to address workload management issues. The Parliamentary Service remains committed to use of a Workload Management Tool to assess workload management issues during the life of the Certified Agreement.
- (2) In addition, the parties agree that the Consultative Committee (CC) will deal with the issue of workload management. The activities of the CC in the area of workload management should include, but not be limited to, the following:
  - To undertake research on local workload management issues;
  - To address specific workload issues referred by staff of work units, union officials and/or management;
  - To develop expedient processes for referral of workload issues to the CC;
  - Based on research, develop strategies to improve immediate and long term workload issues;
  - To assess the implications of workloads from a workplace health and safety perspective and refer relevant matters to the workplace health and safety committee.
- (3) Within 3 months of the Agreement being certified the CC will establish a sub-committee to assess workload management issues in electorate offices using the Workload Management Tool.
- (4) Within 9 months of being established the sub-committee will report to the CC, which in turn will report to the Speaker, on workload issues within electorate offices. The sub-committee may consider and make recommendations and possible resolutions about any issues it considers relevant to the issues of workload management which may include:
  - Number of actual hours worked
  - Number and length of employment of casual and temporary employees
  - Number of separated employees
  - Number of hours or days sick leave taken
  - Number of recalls to duty outside of ordinary hours of work
  - Number and nature of customer/client adverse incidents and service quality issues reported
  - Number and nature of Workplace Health and Safety incidents
  - Number of grievances lodged
  - Number of vacant positions to be filled on a temporary or permanent basis
  - Backlog of work
  - Changed work volume, practices and complexity
  - Number of hours of excess recreation leave per employee
  - Analysis of actual duties

The sub-committee may seek approval from the CC to extend the timeframes for completing its report if required.

- (5) The parties agree that in order to assess workload issues in electorate offices, a small number of electorate office staff may be required to assist the sub-committee. Where necessary the Parliamentary Service will support the involvement of electorate office staff involved with the sub-committee by providing relief staff as required. The Speaker will determine the extent of such relief.

#### **PART 15: FAIR CAREER PATHS**

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

#### **PART 16: WORKPLACE BULLYING**

- (1) The parties recognise that workplace bullying is a serious issue which is not acceptable and must be eliminated.

#### **PART 17: BALANCING WORK/LIFE AND FAMILY**

- (1) The parties acknowledge that a number of issues relating to work/life balance have been agreed at a Whole of Government level, including :
- a. increasing paid maternity and adoption leave to 12 weeks through an amendment to Ministerial Directive 3/01;
  - b. introducing mechanisms by which employees can agree to work reduced months in a year and receive a proportionate salary over a full 12 month period, when this arrangement meets the operational needs of an agency;
  - c. introducing access to half pay recreation leave; and
  - d. enhancing long service leave arrangements to provide:
    - i. pro rata leave after 7 years service;
    - ii. the ability to access long service leave at half pay;
    - iii. a reduction in the minimum period of long service leave from 2 weeks to 1 week; and
    - iv. the payment of long service leave at an employees' rate of pay prior to reversion to a lower classification.

#### **PART 18: OTHER INITIATIVES**

##### **(1) Annual Leave Payments**

- (a) Wages payable for periods of annual leave will not be paid in advance except in circumstances considered exceptional including, but not limited to, travel to international destinations or remote locations or economic hardship; and
- (b) In the case of employees who are entitled to the 17.5% annual leave loading, four weeks' annual leave loading will be paid during December of each year.

##### **(2) Parliamentary Catering Services**

- (a) Parliamentary Catering Services employees will be allocated uniforms on the basis of 5 shirts and 2 pairs of trousers per employee to be issued every 12 months;
- (b) Parliamentary Catering Services employees will be eligible for a reimbursement of up to \$ 70 per annum for the purchase of work related footwear.

##### **(3) Review of Hours**

- (a) The parties agree to undertake a review of overtime arrangements associated with sittings of the Legislative Assembly within 12 months of this Agreement being certified.

#### **SIGNATORIES**

Signed by the Acting Chief Executive Officer of the Parliamentary Service ) M HICKEY

In the presence of: P MORRIS

Signed for and on behalf of the Liquor Hospitality and ) R MONAGHAN  
Miscellaneous Union, Queensland Branch, Union of Employees )

In the presence of: K KREBS

Signed for and on behalf of the Australian Municipal, Administrative, ) M-A O'NEILL  
Clerical and Services Union, Central and Southern Queensland Clerical and )  
Administrative Branch, Union of Employees )

In the presence of: J SHEPPARD

Signed for and on behalf of the Federated Clerks' Union of Australia North ) M DALE

Queensland Branch, Union of Employees )

In the presence of: J ORZANI

Signed for and on behalf of The Queensland Public Sector Union of  
Employees )

) A SCOTT  
)

In the presence of: M THOMAS

Appendix 1: Salary Schedules

**REVISED SALARY SCHEDULES  
PARLIAMENTARY SERVICE CERTIFIED AGREEMENT 2007**

**Wage Rates - Administrative Stream**

Classification Level	Pay Point	Salary Per Fortnight 1/8/05	Proposed Salary 1/8/06	Proposed Salary 1/7/07	Proposed Salary 1/7/08
L 1	1	897.90	957.90	1017.90	1077.90
	2	968.30	1028.30	1088.30	1148.30
	3	1038.50	1098.50	1158.50	1218.50
L 2	1	1198.20	1258.20	1318.20	1378.20
	2	1234.70	1294.70	1354.70	1414.70
	3	1272.30	1332.30	1392.30	1452.30
	4	1310.00	1370.00	1430.00	1490.00
	5	1348.00	1408.00	1468.00	1528.00
	6	1386.50	1446.50	1506.50	1566.80
	7	1426.90	1486.90	1546.90	1608.80
	8	1469.50	1529.50	1590.70	1654.30
L 3	1	1571.50	1634.40	1699.80	1767.80
	2	1632.30	1697.60	1765.50	1836.10
	3	1692.70	1760.40	1830.80	1904.00
	4	1752.60	1822.70	1895.60	1971.40
L 4	1	1858.30	1932.60	2009.90	2090.30
	2	1919.70	1996.50	2076.40	2159.50
	3	1981.50	2060.80	2143.20	2228.90
	4	2043.50	2125.20	2210.20	2298.60
L 5	1	2153.60	2239.70	2329.30	2422.50
	2	2216.10	2304.70	2396.90	2492.80
	3	2278.40	2369.50	2464.30	2562.90
	4	2340.70	2434.30	2531.70	2633.00
L 6	1	2471.00	2569.80	2672.60	2779.50
	2	2528.70	2629.80	2735.00	2844.40
	3	2586.30	2689.80	2797.40	2909.30
	4	2643.70	2749.40	2859.40	2973.80
L 7	1	2764.90	2875.50	2990.50	3110.10
	2	2831.60	2944.90	3062.70	3185.20
	3	2898.30	3014.20	3134.80	3260.20
	4	2964.70	3083.30	3206.60	3334.90
L 8	1	3063.40	3185.90	3313.30	3445.80
	2	3122.50	3247.40	3377.30	3512.40

Classification Level	Pay Point	Salary Per Fortnight 1/8/05	Proposed Salary 1/8/06	Proposed Salary 1/7/07	Proposed Salary 1/7/08
	3	3181.00	3308.20	3440.50	3578.10
	4	3239.90	3369.50	3504.30	3644.50

### Wage Rates - Professional Stream

Classification Level	Pay Point	Salary Per Fortnight 1/8/05	Proposed Salary 1/8/06	Proposed Salary 1/7/07	Proposed Salary 1/7/08
L 1	1	925.40	985.40	1045.40	1105.40
	2	1036.50	1096.50	1156.50	1216.50
	3	1147.50	1207.50	1267.50	1327.50
	4	1258.50	1318.50	1378.50	1438.50
	5	1320.60	1380.60	1440.60	1500.60
	6	1383.00	1443.00	1503.00	1563.10
	7	1450.60	1510.60	1571.00	1633.80
L 2	1	1480.30	1540.30	1601.90	1666.00
	2	1569.90	1632.70	1698.00	1765.90
	3	1658.00	1724.30	1793.30	1865.00
	4	1745.70	1815.50	1888.10	1963.60
	5	1833.80	1907.20	1983.50	2062.80
	6	1922.10	1999.00	2079.00	2162.20
	7	2009.30	2089.70	2173.30	2260.20
L 3	1	2110.90	2195.30	2283.10	2374.40
	2	2175.50	2262.50	2353.00	2447.10
	3	2240.20	2329.80	2423.00	2519.90
	4	2305.10	2397.30	2493.20	2592.90
L 4	1	2453.90	2552.10	2654.20	2760.40
	2	2517.30	2618.00	2722.70	2831.60
	3	2580.50	2683.70	2791.00	2902.60
	4	2643.70	2749.40	2859.40	2973.80
L 5	1	2764.90	2875.50	2990.50	3110.10
	2	2831.60	2944.90	3062.70	3185.20
	3	2898.30	3014.20	3134.80	3260.20
	4	2964.70	3083.30	3206.60	3334.90
L 6	1	3063.40	3185.90	3313.30	3445.80
	2	3122.50	3247.40	3377.30	3512.40
	3	3181.00	3308.20	3440.50	3578.10
	4	3239.90	3369.50	3504.30	3644.50

**Wage Rates - Technical Stream**

Classification Level	Pay Point	Salary Per Fortnight 1/8/05	Proposed Salary 1/8/06	Proposed Salary 1/7/07	Proposed Salary 1/7/08
L 1	1	925.40	985.40	1045.40	1105.40
	2	1036.50	1096.50	1156.50	1216.50
	3	1147.50	1207.50	1267.50	1327.50
	4	1258.50	1318.50	1378.50	1438.50
	5	1320.60	1380.60	1440.60	1500.60
	6	1383.00	1443.00	1503.00	1563.10
	7	1450.60	1510.60	1571.00	1633.80
L 2	1	1475.90	1535.90	1597.30	1661.20
	2	1531.40	1592.70	1656.40	1722.70
	3	1586.60	1650.10	1716.10	1784.70
	4	1642.10	1707.80	1776.10	1847.10
	5	1697.50	1765.40	1836.00	1909.40
	6	1752.60	1822.70	1895.60	1971.40
L 3	1	1858.30	1932.60	2009.90	2090.30
	2	1908.90	1985.30	2064.70	2147.30
	3	1959.00	2037.40	2118.90	2203.70
	4	2009.30	2089.70	2173.30	2260.20
L 4	1	2110.90	2195.30	2283.10	2374.40
	2	2178.90	2266.10	2356.70	2451.00
	3	2246.80	2336.70	2430.20	2527.40
L 5	1	2340.70	2434.30	2531.70	2633.00
	2	2409.90	2506.30	2606.60	2710.90
	3	2479.50	2578.70	2681.80	2789.10
	4	2548.90	2650.90	2756.90	2867.20
L 6	1	2631.70	2737.00	2846.50	2960.40
	2	2698.40	2806.30	2918.60	3035.30
	3	2764.90	2875.50	2990.50	3110.10

**Wage Rates - Operational Stream**

Classification Level	Pay Point	Salary Per Fortnight 1/8/05	Proposed Salary 1/8/06	Proposed Salary 1/7/07	Proposed Salary 1/7/08
L 1	1	762.70	822.70	882.70	942.70
	2	845.00	905.00	965.00	1025.00
	3	927.80	987.80	1047.80	1107.80
	4	1010.20	1070.20	1130.20	1190.20
	5	1092.80	1152.80	1212.80	1272.80
	6	1175.50	1235.50	1295.50	1355.50
L 2	1	1198.20	1258.20	1318.20	1378.20
	2	1236.80	1296.80	1356.80	1416.80
	3	1276.20	1336.20	1396.20	1456.20
	4	1315.50	1375.50	1435.50	1495.50
L 3	1	1339.10	1399.10	1459.10	1519.10
	2	1369.60	1429.60	1489.60	1549.60
	3	1401.70	1461.70	1521.70	1582.60

Classification Level	Pay Point	Salary Per Fortnight 1/8/05	Proposed Salary 1/8/06	Proposed Salary 1/7/07	Proposed Salary 1/7/08
	4	1434.90	1494.90	1554.90	1617.10
L 4	1	1498.80	1558.80	1621.20	1686.00
	2	1547.80	1609.70	1674.10	1741.10
	3	1597.00	1660.90	1727.30	1796.40
	4	1645.60	1711.40	1779.90	1851.10
L 5	1	1689.00	1756.60	1826.90	1900.00
	2	1745.30	1815.10	1887.70	1963.20
	3	1801.80	1873.90	1948.90	2026.90
	4	1858.30	1932.60	2009.90	2090.30
L 6	1	1940.00	2017.60	2098.30	2182.20
	2	1992.00	2071.70	2154.60	2240.80
	3	2043.50	2125.20	2210.20	2298.60
L 7	1	2141.80	2227.50	2316.60	2409.30
	2	2194.30	2282.10	2373.40	2468.30
	3	2246.80	2336.70	2430.20	2527.40

### Wage Rates - Electorate Office Staff

#### Electorate Officer

Classification Level	Salary Per Fortnight 1/8/05	Proposed Salary 1/8/06	Proposed Salary 1/7/07	Proposed Salary 1/7/08
L 1	1692.70	1760.40	1830.80	1904.00
L 2	1752.60	1822.70	1895.60	1971.40
L 3	1858.30	1932.60	2009.90	2090.30
L 4	1919.70	1996.50	2076.40	2159.50
L 5	1981.50	2060.80	2143.20	2228.90
L 6	2043.50	2125.20	2210.20	2298.60
L 7	2153.60	2239.70	2329.30	2422.50
L 8	2216.10	2304.70	2396.90	2492.80
L 9	2278.40	2369.50	2464.30	2562.90
L 10	2340.70	2434.30	2531.70	2633.00

#### Assistant Electorate Officer

Classification Level	Salary Per Fortnight 1/8/05	Proposed Salary 1/8/06	Proposed Salary 1/7/07	Proposed Salary 1/7/08
L 1	1571.50	1634.40	1699.80	1767.80
L 2	1632.30	1697.60	1765.50	1836.10
L 3	1692.70	1760.40	1830.80	1904.00
L 4	1752.60	1822.70	1895.60	1971.40

### Appendix 2: Australian Qualifications Framework

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

#### AQF Qualifications

Referred to in this Agreement as:

- Senior
- Certificate I
- Certificate II
- Certificate III
- Certificate IV
- Diploma
- Advanced Diploma
- Bachelor Degree
- Graduate Certificate
- Graduate Diploma
- Masters Degree
- Doctoral Degree
  
- AQF I
- AQF II
- AQF III
- AQF IV
- AQF V
- AQF VI

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

#### **Why is the AQF important?**

Qualifications certify the knowledge and skills a person has achieved through study, training, work and life experience. The AQF helps all learners, employers and education and training providers to participate and navigate the qualifications system.

Under the AQF, learners can start at the level that suits them and then build up as their needs and interests develop and change over time. The Framework assists learners to plan their career progression, at whatever stage they are within their lives and when they are moving interstate and overseas. In this way, the AQF supports national standards in education and training and encourages lifelong learning.

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

The AQF:

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