



DECISION

Fair Work Act 2009
s.185—Enterprise agreement

Energy Queensland Limited T/A Energy Queensland
(AG2024/2190)

ENERGY QUEENSLAND UNION COLLECTIVE AGREEMENT 2024

Electrical power industry

COMMISSIONER TRAN

MELBOURNE, 2 JULY 2024

Application for approval of the Energy Queensland Union Collective Agreement 2024

[1] Energy Queensland Limited T/A Energy Queensland has applied for approval of an enterprise agreement known as the *Energy Queensland Union Collective Agreement 2024* (the Agreement) under s 185 of the *Fair Work Act 2009* (Act).

[1] The Agreement is a single enterprise agreement.

[2] The Employer has provided written undertakings. A copy of the undertakings is attached in Annexure A. I am satisfied that the undertakings will not cause financial detriment to any employee covered by the Agreement and that the undertakings will not result in substantial changes to the Agreement. The undertakings are taken to be a term of the Agreement.

[3] I note that Clause 10.5 is inconsistent with the National Employment Standards as it does not provide for circumstances relating to stillbirth or miscarriage as required by s 104(1)(c). I am satisfied that this concern is addressed by the Employer's undertaking.

[4] Subject to the undertakings referred to above, I am satisfied that each of the requirements of ss 186, 187, 188 and 190 as are relevant to this application for approval have been met.

[5] The following organisations are bargaining representatives for the Agreement:

- Automotive, Food, Metals, Engineering, Printing and Kindred Industries Union known as the Australian Manufacturing Workers' Union (AMWU);
- The Association of Professional Engineers, Scientists and Managers, Australia;
- Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia; and
- Australian Municipal, Administrative, Clerical and Services Union.

[6] Each organisation gave notice under s 183 of the Act that it wants the Agreement to cover it. In accordance with s 201(2) I note that the Agreement covers each of the organisations.

[7] The Agreement is approved and, in accordance with s 54 of the Act, will operate from 9 July 2024.

[8] In accordance with Clause 1.3, the nominal expiry date of the Agreement is 29 February 2028.



COMMISSIONER

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Annexure A

Undertakings in relation to AG2024/2190 - Energy Queensland Union Collective Agreement 2024 (Fair Work Act 2009 (Cth) – s.190).

With respect to AG2020/2190 - Energy Queensland Union Collective Agreement 2024, Energy Queensland undertakes to:

1. Read and interpret "Clause 10.5 Compassionate Leave" of the Agreement in conjunction with the National Employment Standards (NES). This includes specifically on the entitlement when the employee, their spouse or de facto partner has a miscarriage or gives birth to a stillborn child. In addition, where there is an inconsistency between this Agreement clause and the NES, and the NES provides a greater benefit, the NES provision will apply to the extent of the inconsistency.



Brad Montgomery
General Manager Human Resources
Energy Queensland
28 June 2024

Energy Queensland Union Collective Agreement 2024

Note - this agreement is to be read together with an undertaking given by the employer. The undertaking is taken to be a term of the agreement. A copy of it can be found at the end of the agreement.



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PART 1 PRELIMINARY

1.1 TITLE

This Agreement will be known as the *Energy Queensland Union Collective Agreement 2024*, referred to as 'the Agreement'.

This Agreement replaces the *Energy Queensland Union Collective Agreement 2020*.

1.2 PARTIES

The Parties to the Agreement are:

- *Energy Queensland Limited* (ACN 612 535 583) and the following related bodies corporate:
 - *Ergon Energy Corporation Limited* (ACN 087 646 062) (Ergon Energy);
 - *Energex Limited* (ACN 078 849 062) (Energex);
 - *Yurika Pty Ltd* (ACN 100 214 131);
 - *Ergon Energy Telecommunications Pty Ltd* (ACN 106 459 465);
 - *Metering Dynamics Pty Ltd* (ACN 087 082 764); and
 - *Sparq Solutions Pty Ltd* (ACN 110 073 400).
- Automotive, Metals, Engineering, Printing and Kindred Industries Union of employees Queensland, (AMWU);
- Association of Professional Engineers, Scientists and Managers, Australia (Professionals Australia);
- Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing & Allied Services Union of Australia – Electrical Division (ETU); and
- Australian Municipal, Administrative, Clerical and Services Union (The Services Union).

Parties may make an application to be covered by this Agreement in accordance with the *Fair Work Act 2009* (Cth).

1.3 DURATION

This Agreement will take effect and be operative seven days after approval of agreement and will nominally expire on 29 February 2028. This *Agreement* will continue in force after its nominal expiry date until such time as it is replaced or terminated in accordance with the *Fair Work Act 2009* (Cth).

The Parties agree to commence discussions for any replacement agreement at least six (6) months prior to the nominal expiry date of this Agreement.

1.4 APPLICATION

This Agreement applies to:

- Energy Queensland Limited (ACN 612 535 583) and its related bodies corporate;
- Employees of Energy Queensland Limited and its related bodies corporate unless otherwise expressly stated who are employed in, or in connection with any calling, trade, craft, vocation or profession referred to in the classification structure as contained in this Agreement, or in the transmission, distribution, generation, supply or sale of electricity; and
- The Unions signatory to this Agreement.

This Agreement does not apply to:

- Employees of Energy Queensland Limited and its related bodies corporate who are paid a salary for the purposes of superannuation which exceeds 115% of the rate prescribed for Salary Point 16.5 (nine (9) day fortnight) contained in Schedule 1 of this Agreement; or
- Employees of Energy Queensland Limited and its related bodies corporate who are covered by the *Energy Queensland Retail Union Collective Agreement 2024*.

Electricity Regulation

Energy Queensland Limited will continue to apply the provisions of Chapter 8 of the *Electricity Regulation 2006* (Qld).

If there is any inconsistency between the terms of this Agreement and Chapter 8 of the *Electricity Regulation 2006* (Qld), then the terms of this Agreement will prevail to the extent of the inconsistency.

1.5 WORKPLACE CHANGE AND FLEXIBILITIES

The parties recognise that change may occur during the life of this Agreement. In addition to the provisions of this clause, the parties will maintain the consultative mechanisms as outlined in this Agreement to help facilitate change.

The parties will address the introduction of new working arrangements, which require the variation of conditions of employment as contained in this Agreement, by application of the following principles and process:

- a. The parties acknowledge that there is a business requirement to have flexibility, responsiveness and mobility of its workforce to meet customer needs and operational requirements. At times these challenges may need changes to employee working conditions. Where changes are required to employees' current conditions, these will be addressed in a consultative and cooperative manner with employees directly affected. Consultation will occur with all directly affected employees and their nominated employee representatives.
- b. Where consultation has been unable to resolve the matter the following process will apply:
 - i. The directly affected employees and their nominated representative(s) will negotiate and develop a suitable proposal;
 - ii. Prior to implementation of the proposal, agreement must be reached with at least 60% of the directly affected employees; and
 - iii. Any variation of conditions of employment contained in this Agreement will have no application until lodged in accordance with the Act.

Where the parties agree, this process may be applied to other workplace change initiatives outlined in this Agreement that would directly affect employees in terms of conditions, entitlements and career opportunities.

The consultative processes may provide an appropriate mechanism for consideration of matters relevant to this clause. Nominated employee representatives at the place of work may be involved in such discussions.

The variation of conditions of employment as contained in this Agreement will have no application until varied in accordance with the requirements of the Act.

1.6 DEFINITIONS

In order to ensure clarity in the intent of this *Agreement*, a list of definitions for terms utilised in this *Agreement* is set out below, where they are used throughout the *Agreement* they will appear in italics:

Act means the *Fair Work Act 2009* (Cth).

Allowance means an amount paid to employees in addition to the employee's rate of pay, other than an all-purpose allowance.

All-Purpose Allowance means an allowance that is added into the employee's base rate of pay as prescribed in Schedule 1 - Energy Queensland Salary Schedule as applicable for the calculation of payments for Overtime, Personal Leave, Annual Leave, Long Service Leave, Completion of Term Payment, Superannuation and Retrenchment Payments unless otherwise stated.

Base Rates means the rate of pay as specified in Schedule 1 of this Agreement.

Consultation means the timely exchange of relevant information and ideas in such a manner that the *Parties* have the actual and genuine opportunity to influence the outcome.

Crib Break means a paid break and only occurs in overtime situations including emergency, recall, overtime worked after ordinary ceasing time Monday to Friday and emergency work on weekends where the overtime continues for more than one hour.

Meal Break means an unpaid break usually taken as a lunch break during ordinary hours of work and for planned O/T worked on Saturday and/or Sunday and / or RDO.

Nominated Employee Representative means a person/agent or employee (other than a legal representative) nominated employee representative or elected by the employee/s to act on their behalf. This can include nominated employee representative union delegates.

Energy Queensland means Energy Queensland Limited.

Fixed Term means a specified period of time clearly identified by the term of the employment contract where the time of commencement and the time of completion are detailed (as per Fair Work Act 2009 (*Cth*))

Mutual Agreement means an Agreement, which has been arrived at between directly affected employees and relevant management without duress being applied to either party.

Specified Task means employment for a specific project, task or undertaking, and for which the employment contract will specify the circumstances, event, or criteria on which the employment will terminate.

Status Quo means the circumstances that prevailed immediately prior to any change being implemented.

1.7 NO EXTRA CLAIMS

It is agreed that during the life of this Agreement, no extra claims will be made by either party in terms of employment conditions.

1.8 OBJECTIVES OF AGREEMENT

The objectives of this Agreement are to provide equitable conditions of employment for employees covered by this Agreement, to ensure that consultation is maintained and provide enhanced dealings in-between the parties whilst providing organisational flexibility. This also includes attracting and retaining a highly skilled workforce to deliver the evolving program of work and successfully deliver improved productivity and efficiency over the life of the agreement.

Energy Queensland and the industry unions also recognise the benefits of collective bargaining and the mutual benefits in working together to adapt and evolve to match the pace of our energy world, with and through people; creating the workforce and culture needed to deliver success for Queensland communities, customers and the business.

1.9 DISPLAYING OF THIS AGREEMENT

A copy of this Agreement will be exhibited in a conspicuous and convenient place in each workplace so that it can be easily read by all employees.

Hard copies of this Agreement will be available in the workplace and electronic copies will be available through the Energy Queensland intranet. In addition, Energy Queensland will, within the first six (6) months of this Agreement being approved ensure that booklet style copies of this Agreement are printed and made available to all employees on request.

1.10 EMPLOYMENT SECURITY

There will be no forced retrenchments for the life of the Agreement.

The agreement to have no forced retrenchments depends upon the employee accepting reasonable retraining and redeployment to suitable alternative employment within their current locality to the extent that would not require a move of residence or travel further than fifty (50) kilometre radius of their original work location.

Where suitable alternative employment is identified and would require the need for an employee to permanently relocate to another work location as per the above clause. Energy Queensland will consult with the employee prior to redeployment. Energy Queensland will give genuine consideration to matters raised about the redeployment by the employee and/or their union representative.

1.11 SALARY MAINTENANCE

An employee whose position is made redundant during the life of this Agreement and is redeployed into a suitable alternative position will have their salary maintained without reduction, including future Agreement increases for the tenure of their employment.

Where an employee is redeployed, their salary for superannuation purposes will exclude shift Allowances unless applicable to the new position with the exception of an employee on aggregated salary arrangements who will maintain their aggregated salary.

If, following notice of their position being made redundant and prior to being redeployed, an employee is successful in attaining another position through a recruitment and selection process their salary will be maintained without reduction including future Agreement increases for the tenure of their employment.

If, following redeployment, an employee is successful in attaining another position through a recruitment and selection process the salary, terms and conditions of their new position will apply.

1.12 ANTI-DISCRIMINATION

It is the intention of the Parties to this Agreement to prevent and eliminate discrimination, as defined by the *Anti-Discrimination Act 1991* (Qld) as amended from time to time, which includes:

- Discrimination on the basis of sex, marital status, family responsibilities, pregnancy, parental status, age, race, impairment, religion, political belief or activity, trade union activity, lawful sexual activity and association with, or relation to, a person identified on the basis of any of the above attributes;
- Sexual harassment; and
- Racial and religious vilification.

Accordingly, in fulfilling their obligations under the grievance and dispute settling procedure, the Parties to this Agreement must take reasonable steps to ensure that the provisions of this Agreement are not directly or indirectly discriminatory in their effects.

Under the *Anti-Discrimination Act 1991* (Qld) it is unlawful to victimise an employee because the employee has made or may make or has been involved in a complaint of unlawful discrimination or harassment.

Nothing in this Clause is to be taken to affect:

- Any different treatment (or treatment having different outcomes) which is specifically exempted under the *Anti-Discrimination Act 1991* (Qld).

An employee, Energy Queensland or registered organisation, pursuing matters of discrimination, including by application to the Human Rights and Equal Opportunity Commission/Anti-Discrimination Commission Queensland.

1.13 QUEENSLAND ELECTRICITY SECTOR TRANSFORMATION

- 1.13.1 The signatories to the Agreement are committed to the Queensland Energy and Jobs Plan Queensland Energy Workers' Charter and the Energy Industry Council (the Charter and the EIC) as the mechanism to manage change.
- 1.13.2 Over the life of this Agreement, the Charter and the EIC, while independent of the Agreement, may identify and progress initiatives to realise the benefits and mitigate the impacts of the energy sector transformation.
- 1.13.3 Initiatives arising out of the Charter and the EIC may impact on the operation of the Agreement.
- 1.13.4 Accordingly, the signatories to the Agreement commit to reviewing this Agreement from time to time and make agreed changes where necessary to facilitate initiatives referenced in subclause 1.13.2, provided that such changes are incorporated in this Agreement in accordance with the Fair Work Act 2009.
- 1.13.5 The Charter is not incorporated as a term of this Agreement, and disputes or issues arising out of the terms of, or application of the Charter will be dealt with within the consultative process within the Charter and not under the dispute resolution procedures in this Agreement.

PART 2 GRIEVANCES AND DISPUTES

2.1 GRIEVANCE AND DISPUTE SETTLEMENT PROCEDURE

General

- 2.1.1 The matters to be dealt with in this procedure include all grievances or disputes between an employee(s) and Energy Queensland in respect to this Agreement, the National Employment Standards and any other employment matters. This also includes any disputes relating to contested position appointments or issues relating to the composition of the workforce. This procedure applies to a single employee or to any number of employees.
- 2.1.2 Whilst the procedure in this Clause is being followed, normal work will continue except in the case of a genuine safety issue directly affecting the performance of the work.
- 2.1.3 The status quo will be maintained whilst the procedure in this Clause is being followed. In this Clause, status quo means the circumstances that prevailed immediately prior to the disputed issue being notified. The status quo will not be unreasonably used to frustrate or delay a recruitment process or change process commenced under the consultation provisions of this Agreement.
- 2.1.4 Discussions at any stage of the procedure shall not be unreasonably delayed by any party, subject to acceptance that some matters may be of such complexity or importance that it may take a reasonable period of time for the appropriate response to be made. If genuine discussions are unreasonably delayed or hindered, it will be open to any party to the dispute to give notification of a dispute to the Fair Work Commission.

Internal Resolution Process

- 2.1.5 In the event of an employee having a grievance or dispute the employee will in the first instance attempt to resolve the matter with the immediate supervisor, who will respond to such request as soon as reasonably practicable under the circumstances. Where the dispute concerns alleged actions of the immediate supervisor the employee/s may bypass this level in the procedure.
- 2.1.6 If the grievance or dispute is not resolved under Clause 2.1.5 the employee or, if the employee so chooses, the employee's nominated employee representative may refer the matter to the next higher level of management for discussion. Such discussion should, if possible, take place within twenty (24) hours after the request by the employee or the employee's nominated employee representative.
- 2.1.7 If the grievance involves allegations of unlawful discrimination by a supervisor the employee may commence the grievance resolution process by reporting the allegations to the next level of management beyond that of the supervisor concerned. If there is no level of management beyond that involved in the allegation the employee may proceed directly to the process outlined at Clause 2.1.9.
- 2.1.8 If the grievance or dispute is still unresolved after discussions mentioned in Clause 2.1.5 and 2.1.6, the matter will be reported to the relevant Energy Queensland senior management. This should occur as soon as it is evident that discussions under Clauses 2.1.5 and 2.1.6 will not likely result in resolution of the dispute.

Referral to Fair Work Commission

- 2.1.9 If the grievance or dispute remains unresolved after the parties to the dispute have genuinely attempted to reach a resolution in accordance with Clauses 2.1.5 to 2.1.8, either party to the dispute may refer the grievance or dispute to the Fair Work Commission (FWC) under the Act for resolution.
- 2.1.10 In conducting the dispute resolution process, the Fair Work Commission is empowered to take such action as is appropriate to assist the parties to resolve the matter.
- 2.1.11 Fair Work Commission must, as far as is practicable, act:
 - a. Without delay;
 - b. In a way that avoids unnecessary technicalities and legal forms; and
 - c. In accordance with this Agreement.

- 2.1.12 Each party to this dispute resolution process commits to require/and or direct the attendance of any person or persons in their respective employ at any proceeding that the Fair Work Commission may convene if the Fair Work Commission considers that person or persons would be of assistance in the determination of the industrial dispute. Failure to honour such commitment may be taken into account by the Fair Work Commission in arbitrating the dispute.
- 2.1.13 Each party to this dispute resolution process commits to produce to the Fair Work Commission any documents, books, records or other items not subject to legal professional privilege as the Fair Work Commission may require, to assist it to conciliate and/or arbitrate an industrial dispute. Failure to honour such commitment may be taken into account by the Fair Work Commission in arbitrating the dispute.
- 2.1.14 The parties to this dispute resolution process may be represented by an agent appointed in writing.
- 2.1.15 During the process of conciliation the Fair Work Commission may only permit a party to the dispute or person to be represented by a lawyer, if and only if, all parties to the grievance or dispute consent. However, during arbitration and/or the appeal process either party may seek leave from the Fair Work Commission to be legally represented. In considering the granting of such leave the Fair Work Commission must be satisfied of the benefits of having legal representation, having regard to the matter the proceedings relate to, that there are special circumstances that make it desirable for the party to the dispute to be legally represented and that the party to the dispute can only be adequately represented by a lawyer.
- 2.1.16 Where the parties to a dispute are unable to reach agreement, the Fair Work Commission may make recommendation/s about the issue/s in dispute.
- 2.1.17 Within three (3) working days of the Fair Work Commission making such recommendation/s, the parties to the dispute are to inform the Fair Work Commission whether or not they intend to comply with the recommendation/s.
- 2.1.18 Where either party to the dispute has either failed to inform the Fair Work Commission that they intend to comply with the recommendation/s within three working days or has advised the Fair Work Commission that they do not intend to comply with the recommendation/s the Fair Work Commission will at the request of either party to the dispute list the matter for arbitration.

Arbitration by the Fair Work Commission

- 2.1.19 In the event the matter is not resolved through conciliation and proceeds to arbitration either party to the dispute may request another member of the Fair Work Commission to arbitrate and hand down a binding decision. In arbitrating the matter, the Fair Work Commission will give the parties an opportunity to be heard formally on the matter(s) in dispute.
- 2.1.20 In making its decision the Fair Work Commission:
- a. will have regard to the materials, including witness evidence, and submissions put before it at the hearing and will disregard any admissions, concessions, offers or claims made in conciliation or mediation;
 - b. will be governed in its decisions by equity, good conscience and the substantial merits of the case;
 - c. will not be bound by technicalities, legal forms or rules of evidence; and
 - d. may inform itself on any matter it considers appropriate to resolve the grievance or dispute.
- 2.1.21 After the hearing, the Fair Work Commission will provide the decision in writing to the parties to the dispute as quickly as practicable.

Appeal following Arbitration

- 2.1.22 Where either party to the dispute is dissatisfied with a decision of the Fair Work Commission, they may appeal the decision on a question of law to the Full Bench of the Fair Work Commission.
- 2.1.23 The appeal will be subject to any applicable procedures of the Fair Work Commission.
- 2.1.24 An appeal against a decision must be commenced within twenty-one (21) days after:

- a. If the decision is given at a hearing - the announcement of the decision at the hearing; or
- b. If the decision is given through the registrar - the release of the decision.

The Fair Work Commission is not to permit any extensions to the twenty-one (21) day time limit.

2.1.25 An appeal is by way of rehearing on the record. However, the Fair Work Commission may hear evidence afresh, or hear additional evidence, if it considers it appropriate to effectively dispose of the appeal.

2.1.26 The Full Bench may:

- a. Dismiss the appeal; or
- b. Allow the appeal, set aside the decision and substitute another decision; or
- c. Allow the appeal and amend the decision; or
- d. Allow the appeal, suspend the operation of the decision and remit the grievance or dispute, with or without directions, to the Fair Work Commission,
 - (i) For report to the Full Bench; or
 - (ii) To act according to law.

Costs

2.1.27 Each party to the dispute will, at each stage of the procedure outlined in this Clause, bear its own costs.

PART 3 TERMS AND CONDITIONS OF EMPLOYMENT

3.1 TYPES OF EMPLOYMENT

Employees covered by this Agreement will be advised in writing of their employment category upon appointment. Under the terms of this Agreement, Energy Queensland may offer the following types of employment:

- Full time;
- Part time; and
- Casual.

For full time or part time employees, the following employment arrangements exist:

- Permanent;
- Fixed Term; and
- Specified Task.

The above employment arrangements should be considered prior to the engagement of labour hire resources. Consultation will occur with the relevant Parties where labour hire resources are to be utilised for periods in excess of three (3) months.

3.2 FULL TIME EMPLOYMENT

Employees engaged on a full time basis will be employed to work 36 ordinary hours per week (which will be worked over 72 hours per fortnight) or in accordance with Alternative Employment Arrangements or Shift Work Arrangements as defined under this Agreement.

3.3 PART TIME EMPLOYMENT

Energy Queensland requires a part time employee to work for a minimum of three (3) consecutive hours on any day which work is to be performed less than 36 hours per week (or equivalent of a nine day fortnight) and 15 hours minimum per week.

A part time employee is an employee who has reasonably predictable hours of work; and receives on a pro rata basis, equivalent pay and conditions to those of full time employees covered by this Agreement.

At the time of appointment, Energy Queensland and the employee will agree in writing on the pattern of work required, including specifying the number of ordinary hours per week, the days on which the work is to be performed and the usual daily starting and finishing times. These original arrangements may be later varied by Mutual Agreement between the employee and Energy Queensland.

Any variation to the work pattern will be in accordance with methods of altering the ordinary hours of work for full time employees.

The agreed number of ordinary hours per week will not be varied without the consent of the employee. Any such agreed variation to the number of weekly hours of work will be recorded in writing.

All time worked outside the spread of ordinary working hours and all time worked in excess of the hours as mutually arranged will be overtime and paid for at the rates in this Agreement.

Where a public holiday falls on a day which an employee normally works, the employee will be paid the appropriate rate for the number of hours normally worked on that day.

Where an employee and Energy Queensland agree in writing, part time employment may be converted to full time, and vice-versa. If such an employee transfers from full time to part time (or vice-versa), all accrued leave entitlement balances will be maintained. Following transfer to part time employment accrual of leave will occur on a pro rata basis.

3.4 CASUAL EMPLOYMENT

A casual employee will mean an employee who is engaged by the hour on an as required basis.

The following conditions will be applicable to casual employees:

- The ordinary hours will not exceed 8 hours per day between the hours of 6.00 a.m. and 6.30 p.m. Monday to Friday;
- A casual employee will be paid at the rate of 25 percent (25%) per hour in addition to the ordinary hourly rates with a minimum payment of two (2) hours for each engagement; and
- All time worked in excess of 8 hours per day or outside the spread of hours will be paid at the appropriate overtime rate.

3.4.1 Conversion from Casual Employee to a Permanent Employee

Casual employees, who have worked on a regular and systematic basis for a period exceeding 6 month's continuous service, will have the option to apply for conversion to a permanent part time or permanent full time. If Energy Queensland agrees (and such Agreement will not be unreasonably withheld), the minimum hours of work on appointment will be calculated on the average of the hours worked each week over the preceding six (6) month period.

Prior to the completion of six (6) months continuous service, Energy Queensland will provide notice to a casual employee regarding the above option.

3.5 FIXED TERM AND SPECIFIED TASK

Energy Queensland may appoint Fixed Term or Specified Task employees in circumstances where the appointment is for a nominal period up to twenty-four (24) calendar months.

Following consultation with the relevant Nominated Employee Representatives this period may be extended to a longer period, to cover the following situations, as per the Fair Work Act 2009 (*Cth*):

- Where employees are temporarily absent from work as a result of being on an approved form of leave, temporary transfer or secondment, or where the permanent incumbent is temporarily back-filling in another role;
- Where specialist skills are sought that are beyond the capability of existing employees, and that once the work is completed there will not be an on-going need for the work to be performed; or
- Where essential work is required during an emergency or a period of peak demand.
- Where an existing, permanent employee is seconded to perform a specific task or tasks or for a Fixed Term period, the employee will on completion be redeployed to a suitable alternative position commensurate with their skills and competency or, if available, their previous position.

Where, at the time of appointment any Specified Task is reasonably likely to extend beyond twenty-four (24) calendar months, the Parties agree that such positions will be filled by a person employed as a permanent employee.

3.5.1 Completion of Term Payment

On completion of a Fixed Term or Specified Task engagement (minimum of twelve months) where the employment terminates, an ex-gratia "**Completion of Term Payment**" (CTP) will be payable as follows to the employee:

- Three (3) weeks per year of service, together with a proportionate amount for an incomplete year of service;
- Pro-rata Annual Leave is paid to the date of termination less any Annual Leave taken; and
- Long Service Leave (LSL) at the rate of 1.3 weeks per completed year of service and pro-rata will be paid for an incomplete year of service up to the date of termination less any LSL taken.

The Completion of Term Payment does not apply to an apprentice or a trainee under an apprenticeship or traineeship.

3.6 SKILLED MIGRATION

3.6.1 Migrant Labour

The Parties acknowledge that:

- (a) to ensure that there is a reliable ongoing supply of energy industry workers who can perform work for the Employer, the training of local labour in relevant electrical apprenticeships is paramount;
- (b) the use of temporary migrant labour is not a viable option to ensuring that the Employer's electrical labour requirements will be sustainable both now and in the future and could have a negative impact on the business of the Employer and the Employees such that, should migrant labour be required, permanent migration strategies will take precedent;
- (c) there have been documented cases in Australia of problems with the skills, experience and qualifications of migrant labour which raise safety concerns for the Employer, Employees and migrant workers which must be managed appropriately;
- (d) linguistic differences in workplaces can be a significant barrier to communicating health and safety information, discussing issues and ensuring safe work practices
- (e) workers from culturally and linguistically diverse backgrounds may have different attitudes and expectations in relation to health and safety at work because of their experiences of work in other cultures.

Accordingly, the Parties commit to developing strategies to ensure programs for migrant labour employed under this agreement are inclusive, cooperative, not exploitative and maintain the high standards of occupational skills and safety expected in the workplace.

3.6.2 Permanent Migration

The parties to this agreement recognise that there may be occasions where it is necessary to employ migrant labour after all avenues for employing and upskilling Australian workers have been exhausted. Where these situations arise, the preference will always be for permanent migration pathways.

If it is necessary for the Employer to employ migrant workers, the Employer will develop a program for permanent migration in consultation with the Union. The permanent migration program will only be developed after:

the relevant positions are first advertised in Australia; and

- b) the advertising was targeted in such a way that a significant proportion of suitably qualified and experienced Australian citizens and Australian permanent residents (within the meaning of the Migration Act 1958 (Cth) would be likely to be informed about the position; and
- c) any skills or experience requirements set out in the advertising were appropriate to the position; and
- d) the employer demonstrates that no Australian citizen or Australian permanent resident is suitable for the job; and
- e) the employer has demonstrated that it has no further capacity to engage additional Australian workers in training and apprenticeships relevant to the occupations which will be subject to the permanent migration program; and
- f) written agreement has been reached with the Union. Agreement will not be unreasonably refused.

3.6.3 Temporary Migrant Labour

In this clause the term "temporary foreign labour" means a person who is employed to undertake work by the Employer who is not an Australian citizen or Australian permanent resident or does not have rights to work and live permanently in Australia.

The Employer recognises that the employment of temporary foreign labour may undermine the job security of the Employees covered by this Agreement. The parties wish to limit the circumstances in which temporary foreign labour can be employed to ensure the job security of the Employees covered by this Agreement.

The Employer will not employ temporary foreign labour unless:

- a) the position is first advertised in Australia; and
- b) the advertising was targeted in such a way that a significant proportion of suitably qualified and experienced Australian citizens and Australian permanent residents (within the meaning of the Migration Act 1958 (Cth)) would be likely to be informed about the position; and
- c) any skills or experience requirements set out in the advertising were appropriate to the position; and
- d) the employer demonstrates that no Australian citizen or Australian permanent resident is suitable for the job; and
- e) temporary foreign labour will only be employed in accordance with this Agreement, and
- f) the employment is for a work peak not exceeding 3 months; and
- g) written agreement has been reached with the Union. Agreement will not be unreasonably refused.

The Employer will, within 7 days of receiving a written request from the Union, provide evidence demonstrating its compliance with this clause. Nothing in this clause requires the Employer to provide information in a manner that is inconsistent with the Privacy Act 1988 (Cth).

Where the Employer employs temporary foreign labour in breach of this clause, the position shall, as soon as practicable, be re-advertised and filled by the Employer strictly in accordance with this clause.

3.7 POSITION DESCRIPTIONS

All offers of employment will include an up to date position profile.

Energy Queensland provide a commitment to having current position descriptions for all jobs within Energy Queensland's operations. Advertised positions will be accompanied by position descriptions in all circumstances.

Position descriptions should be regularly reviewed to determine if the duties, key accountabilities, or reporting responsibilities have changed. The position profile should be updated to reflect any changes.

The review of individual position descriptions should occur at least annually and be discussed as part of the annual performance review process. The review process will be in consultation with the employee on any proposed changes and amendments to be made to the position description and provided to the employee and placed on their personnel file.

If the accountabilities, responsibilities or skill requirements of the position change sufficiently to warrant a possible reclassification, the position description will need to be re-evaluated and determined within an agreed timeframe to assess whether the current classification level and therefore salary, is still appropriate for the position.

If the position is re-evaluated at a lower or higher classification, the outcomes and reasons will be communicated in a timely manner in writing to the employee or employees affected.

3.8 TRAINEES, APPRENTICES AND GRADUATES

3.8.1 Trainees and Apprentices

Energy Queensland will continue to maintain a commitment to the engagement of trainees and apprentices, including indigenous and female apprentices and trainees.

Energy Queensland will continue to maintain a commitment to the direct indenture of technical apprentices.

Energy Queensland will also consider retaining trainees and apprentices on completion of their traineeship or apprenticeship. Any retention will be subject to the operational requirements of Energy Queensland.

The specific rates of pay applicable for all trainees and apprentices are contained in the Schedule 1 of this Agreement.

3.8.2 Apprentice Numbers

Energy Queensland will increase technical stream apprentice numbers by 10% of the previous year's intake (based on a minimum of 460) per annum during the life of this Agreement. Intake numbers will be subject to appropriate supervision levels and consultation.

3.8.3 Graduating Apprentices

Energy Queensland is committed to the retention of graduating apprentices upon successful completion of their apprenticeship, in accordance with the following:

- The appointment of apprentices to permanent positions will be subject to operational requirements;
- In the first instance outstanding vacancies should be explored or any other permanent position (subject to demonstrated business needs); and
- In the absence of a permanent position being available a six (6) months fixed term position will be offered (subject to performance).

Additionally, Energy Queensland will facilitate relevant training to obtain a Heavy Rigid (HR) licence.

3.8.4 Existing Employee

When an existing employee becomes an apprentice or a trainee with Energy Queensland, they will be entitled to maintain the salary point they received immediately prior to becoming an apprentice or trainee or the rate prescribed for the relevant level of apprenticeship or traineeship, whichever is the greater.

3.8.5 Adult Apprentices and Adult Trainees

When an apprentice or trainee turns 21 years of age during the course of their apprenticeship or traineeship with Energy Queensland, they will be paid Salary Point 0.0 in accordance with Schedule 1 of this Agreement, or the rate prescribed for the relevant level of apprenticeship or traineeship, whichever is the greater.

3.8.6 Apprentices Working Outside of Energy Queensland

Energy Queensland will ensure that its apprentices are only placed with companies that can provide a training outcome to achieve the required level of competence. For the duration of their placement outside Energy Queensland, the apprentice will continue to receive their normal conditions of employment in accordance with this Agreement.

3.8.7 Graduates

Energy Queensland will continue to maintain a commitment to the engagement and development of new and existing graduates. Energy Queensland agrees that graduates will be exposed to a range of development opportunities designed to give a broad understanding of their discipline and opportunities to increase their skills.

3.8.8 Engineering Graduates

Energy Queensland agrees that Engineering Graduates will be provided with a structured development plan, which is designed to give a broad understanding of their discipline and opportunities to increase their skills and ensure Graduates have the opportunity to obtain Registered Professional Engineer Queensland (RPEQ) as applicable. Energy Queensland commits to engage a minimum of forty (40) graduates over the life of this Agreement.

As a minimum, graduates on successful completion of the Graduate program will be appointed to Salary Point 12.5 Professional & Managerial Grade 1 (PM1). Appointment to grade and stream, including minimum salary points for Engineering Graduates will be settled under the Professional Engineering Stream (PE Stream) as noted in clause 13.6.2.

In addition, the graduate on further placement and appointment to a permanent position will be classified at Professional & Managerial Grade 2 (PM2) and provided with an opportunity to progress to Salary Point 14.3 via an Approved Training Plan (ATP) in a reasonable and acceptable timeframe agreed between the employee and their manager/supervisor.

3.9 ENGINEERING PROGRESSION ARRANGEMENTS

Engineering employees (other than graduates) currently in the Professional & Managerial stream will be provided the opportunity via a development plan to progress to Salary Point 14.3 in a reasonable and acceptable timeframe agreed between the employee and their manager/supervisor.

As part of these progression arrangements when Engineering employees obtain their RPEQ status they will receive one (1) salary point progression (up to a maximum of salary point 14.3), effective from date of obtainment

Any further progression above Professional & Managerial Grade 2 (PM2) will be subject to availability of positions in Energy Queensland and advertisement and open selection procedures.

As part of progression arrangements within Professional & Managerial Grade 3 (PM3), when Engineering employees obtain their RPEQ status they will receive one (1) salary point progression (up to a maximum of salary point 15.5), effective from date of obtainment.

Progression within Professional & Managerial Grade 4 (PM4) will be provided via a development plan. The rate of progression will depend upon the individual acquiring and applying additional skills/competencies. The above progression arrangements continue to apply until replaced by the implementation of the future Engineering Progression arrangements, including minimum salary point arrangements to be settled under the Professional Engineering Stream (PE Stream) as provided in Clause 13.6 and sub-clauses.

3.10 TERMINATION OF EMPLOYMENT

3.10.1 Statement of Employment

Energy Queensland will, in the event of termination of employment, provide upon request to an employee who has been terminated a written statement specifying the period of employment and the classification or type of work performed by the employee.

3.10.2 Notice of Termination by Energy Queensland

Energy Queensland will give the following period of continuous notice in terminating the employment of an employee:

Period of Continuous Service	Period of Continuous Notice
Not more than 1 year	1 week
More than 1 year, but not more than 3 years	2 weeks
More than 3 years, but not more than 5 years	3 weeks
More than 5 years	4 weeks

The employee cannot be directed by Energy Queensland to utilise their annual leave in lieu of serving the notice period.

In addition to the above notice, employees over 45 years of age at the time of giving of notice and with not less than two (2) years' continuous service will be entitled to an additional week's notice.

Payment in lieu of notice will be made if the appropriate notice is not given. Employment may be terminated by part of the period of notice specified and part payment in lieu.

Compensation must at least equal the total of the amount Energy Queensland would have been liable to pay the employee if the employees' employment had continued until the end of the required notice period.

The total must be calculated on the basis of:

- The ordinary time rate of pay for the employee;
- The amounts payable to the employee for the hours, including (for example) *Allowances*, loadings and penalties; and
- Any other amounts payable under the employee's contract of employment.

The period of notice will not apply in the case of dismissal for misconduct or other grounds that justify instant dismissal, or in the case of casual employees or employees other than permanent engaged for a Fixed term or Specified Task.

3.10.3 Notice of Termination by Employee

An employee will give Energy Queensland one (1) weeks' notice of termination of employment. If an employee fails to give notice Energy Queensland will have the right to withhold one week's wages due to the employee.

3.10.4 Time Off During Notice period

During the period of notice of termination given by Energy Queensland, the employee will be allowed up to one (1) days' time off without loss of pay for each week of notice (up to a maximum of four (4) days) for the purpose of seeking other employment. This time off will be taken at times that are convenient to the employee after consultation with Energy Queensland.

3.11 RECOGNITION OF PRIOR EMPLOYMENT

Except in the case of a casual employee and employees who have been paid retrenchment benefits following redundancy, an employee who resigns and is subsequently re-employed by Energy Queensland within a twenty-four (24) month period, will have the immediate period of prior service recognised as continuous service, for example long service leave, time in non-urban location.

PART 4 WAGES

4.1 WAGES PAYMENTS

This Agreement provides for the following guaranteed compounding salary increases:

- From 1 March 2024 a 4.5% wage adjustment;
- From 1 March 2025 a 4.5% wage adjustment;
- From 1 March 2026 a 3.5% wage adjustment; and
- From 1 March 2027 a 3% wage adjustment.

The Parties have agreed to a review over the life of this Agreement based on the movement in CPI over the full term of this Agreement and adjust base rate where CPI has moved by a higher total percentage amount than the base rate increases provided by this Agreement 16.42%), plus the Attraction and Retention Allowances

Such adjustment will take the form of an increase by the percentage necessary to ensure that base rates have moved by at least the same amount as CPI over the term of this Agreement and will be payable prospectively from the last pay period within the nominal term of this Agreement.

CPI means Consumer Price Index, Australia (Australian Bureau of Statistics Cat. No. 6401.0) for Capital City Brisbane, percentage change in the index from the last quarter reported prior to certification to the equivalent quarter four (4) years later.

4.2 PAYMENT OF SALARY

Employees' salaries will be paid to the employees' nominated account(s), up to a maximum of four (4) accounts with any bank, credit union, permanent building society or other financial institution each fortnight. Energy Queensland will meet the costs incurred in the payment of salary into an employees' nominated account(s), excluding any personal account fees and the like. For the purpose of calculating the amount payable fortnightly, the annual salary will be divided by 26.

All pays, except early termination cases, will be transferred into the nominated accounts no later than one (1) hour before close of business on the Thursday following the close of the pay period.

Where an action by Energy Queensland has directly resulted in employees not having their full base pay deposited in their nominated financial account(s) by close of business on the recognised pay day Energy Queensland will process this payment within two (2) working days from the error being identified.

Further, Energy Queensland will reimburse the affected employees any substantiated additional direct charges incurred by the delay. As an example, an additional penalty imposed by a financial institution due to a home loan payment not being deducted from the employee's account, due to insufficient funds caused by Energy Queensland delay, will attract reimbursement.

Where overtime and/or penalties are not paid in the applicable pay cycle, payments owing will be made in the following fortnightly pay cycle.

If the oversight is the result of an employer omission or error (for example, a system error or other error outside the affected employee's control) and the amount owing is causing financial concern to the employee, Energy Queensland will arrange an off-cycle payment (the week between fortnightly pay runs) on the request of the employee.

Energy Queensland recognises that personal circumstance, such as demonstrated financial concern, may warrant consideration of an off-cycle payment to be made in other circumstances.

Energy Queensland will continue providing employees access to a fully itemised Pay and Time statement each pay fortnight in addition to their ordinary payslip.

4.3 RECOVERY OF OVERPAYMENTS

Where an employee receives an overpayment, Energy Queensland will provide the full details (including the reason, period and monetary amount) of the overpayment to the employee.

A reasonable repayment schedule will then be discussed and implemented following consultation and agreement between Energy Queensland and the employee that balances the Energy Queensland financial requirements of recovering the amounts that were not due over a reasonable timeframe, without imposing undue financial hardship.

Recovering any overpayment of entitlements will be for a period of up to two (2) years from the date the overpayment is identified, less any substantiated costs incurred by the employee as the sole result of the overpayment.

Notwithstanding the above, Energy Queensland reserves the right to reclaim amounts paid in error for a period of greater than two (2) years in instances where the employee was responsible for the overpayment occurring or could have reasonably been expected to know there was an overpayment occurring and failed to notify Energy Queensland.

No repayment recovery arrangement will commence unless a formal agreement in writing detailing the amount to be recovered and the duration has been documented and agreed by Energy Queensland and the employee. Such agreement will not be unreasonably withheld by either party.

Notwithstanding the above, overpayments may require an approach to recover overpayments to be managed jointly by Payroll and Industrial Relations in consultation with relevant unions.

Notification of Overpayment Process

- After identification and calculation of the overpayment, Payroll will contact the employee to advise of the overpayment amount.
- Payroll will provide the full details (including the reason, period, and monetary amount) of the overpayment to the employee.

Overpayment Repayment Process

- Payroll will provide advice to the employee regarding the overpayment and discuss a reasonable repayment plan.
- Where a recovery plan is agreed Payroll will arrange for repayment to be deducted, as agreed, from the employee's next and subsequent pays.
- Payments will continue to be automatically deducted via the payroll system until amount is repaid in full.

In the event that a deduction for an overpayment is made without mutual agreement of the employee, Energy Queensland will reimburse the employee the deducted amount in full and the above-mentioned process will be undertaken.

Energy Queensland will reimburse the affected employee any substantiated additional direct charges incurred due to insufficient funds caused by the unauthorised deduction.

PART 5 ALLOWANCES

5.1 ALLOWANCES

The following Allowances apply (as applicable) to employees covered by this Agreement:

- Availability Duty Allowance (ADA)
 - First Aid Allowance;
 - Fire Warden Allowance
 - Chief Fire Warden Allowance;
 - Overtime Meal Allowance;
 - Locality Allowance;
 - Tool Allowance;
 - Employee in Charge (EIC Daily) (where an employee is appointed on a daily basis);
 - Working Away from Home Allowances:
 - Meals (Breakfast, Lunch, Dinner);
 - Incidental Allowance; and
 - Supplementary Allowance; and
- Registered Professional Engineer of Queensland Allowance - RPEQ.

5.2 ALL-PURPOSE ALLOWANCES

The following All-Purpose Allowances apply (as applicable) to employees covered by this Agreement:

- Attraction and Retention Allowance (Technical Stream)
- Attraction and Retention Allowance (Professional Managerial/ Administrative Stream)
- Annualised Allowance (AGA);
- Substation and Test Allowance;
- Power Station Allowance;
- Employee in Charge Allowance (EIC Annual);
- Workplace Assessor and Trainer (WAT) Allowance;
- Field Supervisor Stream Allowance. and
- Field-Based Experience Allowance

5.3 WORKING AWAY FROM HOME

Employees who are required to work away from their normal place of work, which requires an overnight absence, will do so in accordance with the terms and conditions of this clause.

Energy Queensland is committed to work life balance and where practicable employees will not be required to work away from home and will commute where reasonable.

5.3.1 Period Away from Home

Energy Queensland will not normally require employees to work away from home for more than two (2) consecutive weeks without returning home. Energy Queensland will meet the costs of time and travel to home and return every two (2) weeks. Notwithstanding that the employees and project supervisor may mutually agree shorter or longer periods.

Energy Queensland employees when working away from home for continuous periods exceeding one (1) week, may return to their home base on weekends prior to completion of the Scheduled work. Any such arrangements will be by Mutual Agreement between the employee and relevant supervisor and any travel will be in the employee's own time.

Energy Queensland will consult with employees and agreement will be reached on the working arrangements including hours of work prior to mobilisation. Such agreement will not be unreasonably withheld.

5.3.2 Provision of Accommodation and Meals

Energy Queensland will provide meals and accommodation (full board) to the identified standard when employees are required to work away from their normal place of work (except as provided in Clause 5.3.2.1). Where Energy Queensland provides meals, they shall be of a suitable choice, quality and quantity to meet the varying tastes and nutritional needs of employees.

Employees can elect to receive a meal allowance in lieu of meals arranged and provided by Energy Queensland. Notwithstanding this, where there is insufficient availability of suitable meals in the immediate area for employees to access, Energy Queensland will provide meals. In these circumstances, employees will not be able to claim the meal allowance.

Where allowances are provided to employees, the following arrangements will apply:

Energy Queensland will provide accommodation, a daily meal allowance and an incidental allowance for each overnight absence. These allowance rates will be in accordance with the rates from Australian Taxation Office (ATO) increases for tier two (2) country centres (Table 2) as varied from time to time through the relevant annual Taxation Determination.

There may be occasions where an employee may claim individual meal allowances, such as during travel or where not all meals are provided. The applicable individual meal allowances are:

- Breakfast;
- Lunch; and/or
- Dinner.

In isolated and remote areas, Energy Queensland will provide meal allowances at rates provided and adjusted in accordance with the rates from Australian Taxation Office (ATO) increases for high cost country centres (Table 2) as varied from time to time through the relevant annual Taxation Determination.

Remote or Isolated Regions are defined as. Remote Australia locations or Very Remote Australia locations as provided by the Australian Bureau of Statistics (ABS) – “Remoteness Structure - Australian Statistical Geography Standard” as amended from time to time.

Energy Queensland will pay for any meals required on the following basis:

- Breakfast;
- Lunch; and/or
- Dinner.

Individual meal allowances can be claimed on the first and last day of travel as follows (where meals are not provided):

First Day:

- The breakfast meal allowance may be claimed where the employee is travelling away from their home base, and the employee is required to begin work and/or travel prior to their normal rostered start time;
- The lunch meal allowance may be claimed where the employee is required to begin travel prior to their rostered lunch break; and
- The dinner meal allowance may be claimed as applicable for each overnight absence.

Last Day:

- Where the employee is travelling back to home base, the breakfast and lunch meal allowances may be claimed as applicable; and
- The dinner meal allowance can only be claimed where an employee continues to travel and/or work one (1) hour or more after their normal finishing time.

Please Note:

Energy Queensland will meet the costs of any Fringe Benefits Tax (FBT) that is applicable in respect of the meal allowances described in this Clause.

While Energy Queensland will meet the FBT liability, if any, the employee may be required to complete a declaration by Energy Queensland and Energy Queensland may be required to disclose an associated amount on the employee's Annual Income Statement under the compulsory reportable fringe benefits measures. Where employees receive a travel allowance higher than the ATO's reasonable travel allowance, Energy Queensland is required to withhold tax from the amount that exceeds the reasonable travel allowance rate.

5.3.2.1 Accommodation Allowance

Employees required to work away from home delivering regulated and unregulated program of work may elect an option to receive an accommodation allowance in lieu of Energy Queensland providing or booking accommodation as provided for in Clause 5.3.2. The allowance will be equivalent to the accommodation amount provided for in Other Country Centres (Table 1) published by the Australian Taxation Office as varied from time to time through the relevant Taxation Determination.

Employees are to ensure the accommodation is reasonable and meets the required standards to ensure they obtain appropriate rest and can safely present to work. In instances where this does not occur, as reviewed on objective basis, accommodation will be provided by Energy Queensland as provided in Clause 5.3.2.

5.3.3 Mine and Construction Camps

Where Energy Queensland employees are required to be accommodated in mining and construction camps, they will be paid an allowance equivalent of the daily meal allowances in Clause 5.3.2. This does not include natural disaster arrangements.

5.3.4 Accommodation Standard

Energy Queensland will ensure employees are provided with the following minimum standard of accommodation; a well maintained serviced, air-conditioned single motel room with radio/television, ensuite bath/shower, toilet facilities and a refrigerator for the storage of employee's food and beverages.

In addition, technical stream employees working on continuous away rosters who are required to live away from home for or in excess of four (4) consecutive days and three (3) consecutive nights will also have a minimum standard of self-contained accommodation facilities.

5.3.5 Supplementary Accommodation Allowance

Where Energy Queensland is unable to provide accommodation to the minimum standard, employees will be entitled to claim the supplementary accommodation allowance under any one of the following circumstances:

1. When employees are required to prepare or supply meals and maintain their accommodation facilities when working in remote or isolated regions where serviced commercial accommodation is not provided; or
2. When employees are placed in accommodation where Energy Queensland's minimum accommodation standard could not be provided, and the length of stay is for two (2) or more overnight absences; or
3. When employees are placed into accommodation on a twin share basis for each overnight absence.

The supplementary accommodation allowance will be as follows:

Effective Date	Amount (per overnight absence)
Operative date	\$28.63
1 st March 2025	\$29.92
1 st March 2026	\$30.97
1 st March 2027	\$31.90

Commercial Accommodation will mean hotel/motel style accommodation.

Non-Commercial Accommodation may include accommodation such as mining camps, workers barracks, shearer's quarters, non-serviced caravan parks.

The supplementary accommodation allowance for employee working on continuous away rosters will be as follows where minimum accommodation standard in Clause 5.3.4 is not met:

Effective Date	Amount (per overnight absence)
Operative date	\$29.76
1 st March 2025	\$31.10
1 st March 2026	\$32.19
1 st March 2027	\$33.16

5.3.6 Communication Expenses

Reasonable communications expenses (for example internet and telephone) incurred by employees while travelling will be paid by Energy Queensland.

5.3.7 Laundry

For employees scheduled to work away for periods of three (3) or more consecutive days, laundry services (i.e. washing and folding) will be provided from the third day, unless laundry facilities are available in room.

5.3.8 Overseas Work

Employees may be requested by Energy Queensland to travel overseas on business. While working overseas employees will where possible, be entitled to the same standard of accommodation and meals as would be provided by Energy Queensland in Australia.

Where available, premium economy or equivalent seating will be provided for employees undertaking such travel.

Energy Queensland will reimburse the employee for all business-related expenses incurred and provide the employee with a corporate credit card, traveller's cheques, cash or other suitable form of recompense. Energy Queensland will reimburse the employee for actual expenses incurred for laundry, airport taxes, tips (where customary in the country), and transport to and from airports and work places.

At no cost to the employee, Energy Queensland will arrange all necessary visas and allow the employee paid time to obtain a passport, and to obtain any immunisation requirements prior to departure.

Where workers compensation does not apply because of the work or work location, Energy Queensland will arrange for and pay the premiums for personal accident insurance to cover the employee. Energy Queensland will ensure that the employee will not be disadvantaged in terms of any accident benefit that would normally be available under Queensland WorkCover legislation.

Energy Queensland will compensate the employee for any financial losses directly incurred as a result of the employee working overseas. Employees will therefore be recompensed for financial losses arising from, but not limited to, currency exchange variations, cost of living differences between Australia and the country in which the work is being performed, reasonable telephone calls to Australia, and personal taxation adjustments.

Where an employee who is working overseas for such an extended period that the employee is no longer required to pay Australian taxes, and/or is required to pay tax at a rate lower than what would normally apply had the employee been working in Australia, the employee will be entitled to the benefit by way of any reduction in taxation. If the employee is required to pay tax at a higher rate than what the employee would have been required to pay when working in Australia, Energy Queensland will, in addition to the employee's usual wages, pay the additional tax on behalf of the employee.

Energy Queensland will prior to the employee's departure, provide any current advice, which may have been issued by the Department of Foreign Affairs concerning the country in which the employee is to work. Energy Queensland will also provide other information, which is in Energy Queensland's possession, which may better apprise the employee of specific legal and or cultural issues, which are particular to the country in which work is to be performed.

Extended travel plans should accommodate adequate rest breaks for employees.

Energy Queensland may instigate additional arrangements as may be agreed on an individual basis.

5.3.9 Continuous Away Work Roster Arrangements

Employees who are engaged on extended away work who are required to spend extended time away from their primary residence to undertake work will be eligible to the following:

Annual Leave

Employees working continuous working away from home arrangements such as Yurika, Substations, Renewables and Embedded Generation and travelling crews will be entitled to additional annual leave per annum, as follows:

- One (1) week of annual leave where an employee works away from home roster arrangement for six (6) months or more (including weekends); or
- Three (3) days of annual leave where the employee works away from home arrangement for more than three (3) months and less than six (6) months (including weekends).

5.3.10 Healthy Lifestyle Allowance

Employees working continuous working away from home arrangements will be entitled to an allowance of up to \$3000 per annum payable for employees working on continuous working away roster arrangements.

The Healthy Lifestyle Allowance is designed to support employees in maintaining their overall health and wellbeing while working away from home. Eligible employees may utilise this allowance to cover expenses related to gym passes, access to fitness classes, and other services aimed at promoting a healthy lifestyle during their roster swings away from home.

5.3.11 Continuous Away Work - Car Parking

Energy Queensland agrees to set up a working group to resolve issues particular to car parking for continuous away work employees subject to consultation with relevant stakeholders.

5.3.12 Reasonable Travel Guideline

Energy Queensland commits to working with the parties to develop and implement a Reasonable Travel guideline, including references to limitations on excessive travel away, to the extent possible, as well as

clarification on application of additional leave and healthy lifestyle allowances in continuous working away roster arrangements.

Once implemented, this guideline will be subject to annual review.

5.4 ANNUALISED ALLOWANCE

Specific Allowances as defined in Schedule 4, have been included for the purpose of calculating an all-purpose Annualised Allowance Payment (AGA) which is included in the hourly rate. The allowance rates are outlined in the table below.

Employees who receive this allowance will not be entitled to claim the separate Allowances described in Disability and Ability Allowances in Schedule 4.

This all-purpose allowance will be applied to employees who are employed as Power Workers, Technical Servicepersons and Paraprofessionals employed predominantly in field activities.

Effective Date	Amount (Per Annum)
1 st March 2024	\$803.75
1 st March 2025	\$839.92
1 st March 2026	\$869.92
1 st March 2027	\$895.40

5.5 SUBSTATION AND TEST DEPARTMENT ALLOWANCE

Employees who are employed in a position entitling them to be paid the substation and test department allowance will have the allowance included in their hourly rate for all-purposes.

New employees appointed to such positions will initially be paid the allowance. After completion of their probationary period, their rate of pay will be adjusted to incorporate the substation and test department allowance into the hourly rate as above.

Employees having the substation and test department allowance incorporated into the determination of their salary point will not be entitled to claim the substation and test department allowance in any other form, nor will the substation and test department allowance be incorporated into the determination of an individual's salary point more than once.

This arrangement does not alter the entitlement of other employees to claim the substation and test department allowance on a part time basis.

In addition to the base rates prescribed, employees employed at power stations or at substations or in test departments will be paid the following Allowances:

Effective Date	Professional and Managerial Employees, Administration Employees, Technical Employees engaged in supervisory, engineering science and other technical discipline. (Per Week)	Technical Employees engaged in "trade"; and/or electrical/electronic technician work and Power workers. (Per Week)
1 st March 2024	\$15.03	\$32.28
1 st March 2025	\$15.71	\$33.73
1 st March 2026	\$16.26	\$34.91

1 st March 2027	\$16.75	\$35.96
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Substation and Test Department Allowance will be treated as an all-purpose allowance.

5.6 POWER STATION ALLOWANCE

Employees usually employed at a Power Station when required to temporarily perform work at a substation will continue to be paid the appropriate power station allowance while employed at such substation.

The total base rates for these employees will be deemed to include any penalty rate prescribed by this Agreement for dirty work, wet work etc.

Power station Allowance - In addition to the base rates prescribed, employees employed at power stations, will be paid the following Allowances:

Effective Date	Professional and Managerial Employees, Administration Employees, Technical Employees engaged in supervisory, engineering science and other technical discipline, and Production Workers engaged in the operation of generating plant (Per Week)	Technical Employees engaged in "trade"; and/or electrical/electronic technician work and Power workers. (Per Week)
1 st March 2024	\$21.91	\$45.54
1 st March 2025	\$22.90	\$47.59
1 st March 2026	\$23.70	\$49.26
1 st March 2027	\$24.41	\$50.74

Power Station Allowance will be treated as an all-purpose allowance.

5.7 AVAILABILITY DUTY ALLOWANCE

On-call Employee means an employee who outside ordinary working hours is required to be available at all times to perform emergency work. This also include employees required to hold themselves available outside of rostered arrangements.

Supervisor On Call means an employee who is required outside ordinary hours to receive calls relative to emergency and/or breakdown work.

Where Energy Queensland requires an employee to be on an availability duty roster on a continuous basis to perform duties of an on-call employee they will be entitled to be paid an Availability Duty Allowance.

Roster Frequency	Effective from Operative date	Effective from 1 st March 2025	Effective from 1 st March 2026	Effective from 1 st March 2027
One (1) week in three (3) weeks or more frequent	\$80 per day	\$83.60per day	\$86.53 per day	\$89.13 per day
One (1) week in four (4) weeks or less frequent	\$75 per day	\$78.38per day	\$81.12 per day	\$83.55 per day
Saturday and Sunday	\$100 per day	\$104.50 per day	\$108.16 per day	\$111.40 per day

Employees who are not permanent members of the Availability duty roster will be able to claim the Availability Duty Allowance rate applicable for one (1) in four (4) or less frequent for each day they are required to be available.

If an employee's Rostered Day Off (RDO) falls within a period they are rostered on-call, the RDO will be re-scheduled in advance to a mutually agreed date in the pay period outside of the availability roster period. Where circumstances prevent the employee from taking their RDO within the pay period it will be banked in accordance with Clause 8.2.1.

Employees required to be on availability duty will have one (1) day added to their annual leave for each public holiday on which they are required to be available.

Employees on call under the Service Level Agreement (SLA) with Powerlink Queensland (PLQ) will receive the same Availability Duty Allowances paid under the *Working At Powerlink Union Collective Agreement*

5.7.1 Emergency Work

All employees (excluding applicable employees on Alternative Employment Arrangements), who are called out and leave home to perform emergency work outside of their ordinary hours of work will be entitled to overtime for such work from the time of leaving home until they return home within a reasonable time. The payment will not be less than four (4) ordinary hours or the overtime applicable for the hours worked whichever is the greater.

Employees who are required to perform emergency work and faults without leaving their home will be paid a minimum of one (1) hour at the appropriate overtime penalty rate on each occasion. Where the work extends beyond the one (1) hour overtime minimum, the employee is entitled to claim overtime at the applicable overtime rate until the work ceases. Subsequent work within that one (1) hour period will not attract additional overtime or penalty payments. The employee will be deemed to be off duty after the completion of the minimum one (1) hour period or the actual overtime worked.

Where an employee is required to return to the work site [unable to be fixed remotely] to attend to the same fault, the time already paid will be taken into account in the four [4] hours ordinary payment.

5.7.2 Employee not on Availability Duty – Public Holiday

Employees, who are not rostered on an availability duty roster and are called in to carry out emergency work on a public holiday, will be entitled to payment at the applicable overtime penalty payment for such work from the time of leaving home until they return home within a reasonable time.

Additionally, employees will receive accrued time in lieu added to their annual leave for any time worked on the public holiday, on a time for time basis. The maximum hours to be allocated to the employee's annual leave accrual will be 8 hours.

For example: if an employee works 6.5 hours actual time, 6.5 hours will be allocated to their annual leave accrual on a time for time basis.

5.8 TRAVEL TIME

Where possible employees will travel during ordinary rostered hours.

The following will apply to all employees covered by this Agreement, who are required to travel outside ordinary rostered hours of work:

- Where employees are required to travel to and from their depot to the work site [other than Start and Finish on the Job Arrangements], outside the normal spread of working hours, time spent in such travel will be paid for at overtime rates.
- Where an employee is required to travel to another location outside ordinary hours of work, and during the course of such travel is scheduled to exercise normal roster duties, the employee will be paid for at overtime rates.

Where it is necessary for employees to travel outside of ordinary working hours, in any other circumstance, time spent in such travel will be paid for at overtime rates.

Employees required to work on any day away from their usual place of work will commence work at the usual starting time at the place designated by Energy Queensland and will be paid:

- For time prior to departure in accordance with airline requirements to check in prior to departure; and
- For time reasonably spent travelling both ways between their homes and their designated place of work in excess of the time normally spent by them travelling both ways between their homes and their normal place of work.

Except where fatigue guidelines provide for a lesser period the maximum number of hours actually spent travelling will be twelve (12) per day.

Energy Queensland will pay for all applicable fares.

When employees are required to travel in the above circumstances, in wet clothes, as a result of working in the rain, without having had the opportunity to change into dry clothing, Clause 5.17 (Work in the Rain) of the Agreement applies.

5.9 USE OF OWN VEHICLE

The preferred arrangement is for Energy Queensland to arrange travel for work related purposes. Energy Queensland will not direct an employee to use their own vehicle for work related travel purposes. Where an employee elects to use their own vehicle for work related travel purposes and it is agreed by Energy Queensland, they will be entitled to be reimbursed on a per kilometre basis in line with the Australian Taxation Office guidelines or if applicable, the equivalent economy class air fare.

5.10 EMPLOYEE IN CHARGE ALLOWANCE (EIC)

Energy Queensland recognises on-site leadership of employees within the technical stream classified as Power Workers, Technical Serviceperson sub-streams, and Paraprofessional Grades 1 and 2 (PP1 and PP2) through the payment of an Employee In Charge (EIC) allowance. To qualify for the payment of the EIC Allowance, employees will accept and demonstrate the application of the following responsibilities:

- Supervision and responsibility for two (2) or more employees and /or workers;
- Control of the worksite including compliance to legislative requirements within their area of responsibility;
- On job co-ordination and completion of allocated work tasks including guidance of employee behaviour;
- Effective utilisation of resources to meet job specifications; and
- Collecting, recording and submitting of information associated with work activities in an accurate and timely manner.

An Energy Queensland employee accepting the above responsibilities, who is appointed on a full-time basis as the EIC, will be paid an annual all-purpose EIC allowance.

An Energy Queensland employee accepting the above responsibilities on a daily basis, in an acting or temporary capacity, including Paraprofessionals Grade 3 and Grade 4 (PP3 and PP4) will be paid a daily rate. This daily rate will be calculated for the purposes of overtime for the days claimed. Noting that for PP3 & PP4's, these activities need to be undertaken on site and no other employee is performing coordination role for the same related works on any other site. Note: PP3 and PP4's are not eligible for permanent plating of this allowance.

An employee who is associated with worksite audit/assurance activities, or preparation, administrative & other activities that can be done off the worksite will not be eligible for the annual all-purpose or daily rate EIC allowance.

Permanent EIC's or EIC's appointed on a daily basis shall assume the role of Person In Charge of Work (PICW) as required on a Hazchat or similar. Employee's other than EIC's who are required to perform the role of PICW with responsibility for two (2) or more other employees and/or workers required to sign onto the Hazchat may claim the EIC daily rate on a pro rata basis for each hour worked as the PICW.

EIC payment table outlined below:

Appointment	Effective from 1st March 2024	Effective from 1st March 2025	Effective from 1st March 2026	Effective from 1st March 2027
EIC Daily Rate	\$ 36.98	\$38.64	\$ 39.99	\$ 41.19
Appointed EIC - Annual Rate	\$8,652.86	\$9,042.24	\$9,358.72	\$9,639.48

Permanently appointed EIC's shall be paid no less than Supervisor Grade 4 salary point 12.0 for any period of WGL relief.

5.11 HIGHER DUTIES

Where Energy Queensland requires an employee to carry out duties which require the exercise of competencies over and above that for which the employee is otherwise remunerated, for at least one full day continuously excluding Rostered Days Off (RDO's), the employee will be entitled to the rate of pay prescribed by this *Agreement* for the competencies exercised.

An employee performing higher duties will be paid at the relevant higher rate of salary in the next pay period following commencement of the higher duties (where practicable) and in each subsequent pay period where such higher duties continues.

Where an employee is performing higher duties immediately prior to commencing Personal Leave, Annual Leave, Long Service Leave, Special Leave and Compassionate Leave, the employee will be paid at the relevant higher duties rate for the duration of the paid leave.

Where an employee is performing higher duties immediately prior to commencing Parental Leave, it will be paid at the relevant higher duties rate.

For employees who are members of the Defined Benefit section of Energy Super and have performed higher duties for a period of 12 months or more and are appointed to the position on a permanent basis with continuity between the acting position and the new permanent position, Energy Queensland will pay any difference in the employer superannuation contribution between the higher duties position and the previous substantive position, where such employee elects to make up their relevant contributions for that period.

5.12 FIRST AID

The following rates, which have been indexed to the salary increases provided by this Agreement, will apply to First Aid Allowances.

Effective Date	First Aid Allowance (per week)
1 st March 2024	\$19.71
1 st March 2025	\$20.60
1 st March 2026	\$21.32
1 st March 2027	\$21.96

When an employee, who holds a current appropriate first aid certificate, is appointed by Energy Queensland as a first aid officer they will be paid at the rate of the application of the First Aid Allowance in addition to their ordinary rates. Energy Queensland will pay for the relevant First Aid training of the appointed officer.

5.12.1 Senior First Aid Training

Employees who reside in rural and remote locations and undertake construction and maintenance work will be provided access by Energy Queensland to training/further training to achieve Senior First Aid Certification. Such training will be on a voluntary basis at the request of the employee and will be at Energy Queensland's expense.

Where an employee elects to attend the training course in their own time, Energy Queensland will meet the cost of the employee's spouse/partner to attend the course.

The locations (as a minimum) are those identified in the Energy Queensland Non -Urban Incentives Policy and other locations where it is considered high safety risk as determined by a on location First Aid assessment.

5.12.2 Remote First Aid Allowance

Energy Queensland agrees to apply the First Aid Allowance to a nominated employee per work crew/site completing the obligations of remote first aid. This includes where an employee is nominated and is fulfilling the remote first aid officer duties of a construction site WHS plan or where remote first aid is required as a minimum qualification to be first aid officer on a construction WHS plan.

5.13 FIRE WARDEN

When an employee is appointed by Energy Queensland as a fire warden, they will be paid at the rate of the Fire Warden Allowance in addition to their ordinary rates. Where an employee is appointed by Energy Queensland as a Chief Fire Warden, they will be paid at the higher rate of the Chief Fire Warden Allowance in addition to their ordinary rates.

The following rates, which have been indexed to the salary increases provided by this Agreement, will apply to Fire Warden Allowances and Chief Fire Warden Allowances.

Effective Date Fire Warden Allowance (per week):

Appointment	At Operative date	1 March 2025	1 March 2026	1 March 2027
Fire Warden	\$19.71	\$20.60	\$21.32	\$21.96
Chief Fire Warden	\$25.00	\$26.13	\$27.04	\$27.85

5.14 LOCALITY ALLOWANCE

Energy Queensland will pay a locality allowance to an employee who is employed at a location for which a locality allowance is payable in accordance with a Directive (as amended from time to time) issued under the *Public Service Act 2008* (Qld).

For an employee who has a dependent spouse/partner or dependent child and who is employed at a location for which a locality allowance is payable, the allowance will be paid as follows:

- Full-time employee - at the appropriate rate set out in the directive; and
- Part-time employee - at a proportionate amount of the rate set out in the directive.

Provided that if an employee's spouse/partner is also entitled to be paid a locality allowance under this part; or is employed by the State and is entitled to be paid a locality allowance, then the allowance will be payable at either one-half the appropriate rate set out in the directive for a full-time employee or in the case of a part-time employee at a proportionate amount of the rate.

For an employee who does not have a dependent spouse/partner or dependent child and who is employed at a location for which a locality allowance is payable, the allowance will be paid as follows:

- Full-time employee - at one-half the appropriate rate set out in the directive; and
- Part-time employee - at one-half of the proportionate amount of the rate set out in the directive.

Where an employee's eligibility for locality allowance is changed the employee must notify Energy Queensland immediately.

Locality allowance is not payable to an employee who is absent on leave without pay.

5.15 TOOL ALLOWANCE / PROVISION OF TOOLS

The Parties acknowledge the application of varying provisions for tools throughout Energy Queensland.

Where Energy Queensland elects to progressively supply all applicable employees with the relevant tools to undertake their duties in place of providing a tool allowance to ensure a consistent standard, Energy Queensland will consult with the relevant Parties about the implementation and progressive supply of tools.

Consultation will include relevant information about the process for the supply and replacement of tools, the details of any insulated hand tools that are required to work on live apparatus and the process for ceasing tool allowance payments where applicable.

5.15.1 Tool Allowance

The following Tool Allowances will be paid to technical employees who are required to supply and use their own tools in the following classes of employment:

	Per Week – 1st March 2024	Per Week – 1st March 2025	Per Week – 1st March 2026	Per Week – 1st March 2027
(i) Electrical work (general), electrical work (instrumentation and process control), mechanical work (general), mechanical work (automotive)	\$31.40	\$32.81	\$33.96	\$34.98
(ii) Electrical work (automotive), electronic work, turning, sheet metal work	\$23.48	\$24.54	\$25.40	\$26.16
(iii) Cable jointing, electrical line work, welding	\$15.83	\$16.54	\$17.12	\$17.63

Where an employee classified in the Power Worker Stream is in a trades assistant type role directly supporting tradespersons or is in an equipment operations role, and is required to supply and use their own tools to complete their own work, they will be entitled to tool allowance at the rate specified in Clause 5.15.1 (iii)

Tool allowances will not be paid while employees are absent on annual leave or long service leave.

5.15.2 Tools of Trade

Energy Queensland will make available the following tools and appliances when required:

- Precision tools over 300 mm in length, micrometers, verniers, dial indicators and other similar tools, heating appliances, hacksaw blades, files, pipe grips over 250 mm in length, taps, dies, cold chisels, spanners, scrapers, wrenches, pipe dies, clamps, jacks, tackle, caulking irons, frame chain and keys, mandrels, metal pots, pipe cutters, plumbing irons, drills, vices, lamps, bobbins, followers, hammers over 1 kg and pinch bars;
- Whilst performing work to a standard that meets legislative requirements and approved work practices, all appropriate insulating tools, including insulated socket sets, rubber mats, or other necessary protective appliances will be provided to ensure the safety of staff and safeguard against the inadvertent operation of protective devices or systems; and
- Tools, etc. - putting in order - All employees will be allowed such reasonable time as Energy Queensland deems necessary during working hours on the last working day of each week to put their tools, benches, and machines in order.

5.16 SUPERIOR AGREEMENT PROVISION

This Agreement applies to work performed by Energy Queensland employees covered under this Agreement. Notwithstanding this however, where superior site or local provisions apply under the relevant agreement for similar classifications, e.g. site allowance, multi-storey allowance or a site agreement containing provisions that in aggregate are superior to this Agreement, Energy Queensland will ensure that its employees receive no less, in aggregate, than the provisions of the Superior agreement.

This Agreement also applies to work completed under the “Best Practice Industry Conditions – Queensland Renewable Energy Facilities and Related Construction Projects 2023 – 2027 (BPIC)”, which applies to Queensland Government funded renewable energy projects over \$100 million (or as declared).

5.16.1 Construction Site Allowance

Subject to the above, when employees are working on a construction site where a specific site allowance is applicable, they will not be paid the specific site allowance if they are undertaking normal routine work such as inspections, maintenance etc. that is not part of the general site building construction activity.

The application is as follows:

- Establish that a specific site allowance applies under the relevant agreement for similar classifications onsite;
- Obtain in writing, from the project’s coordinator/supervisor/relevant person, confirmation of the applicable site allowance contained in the relevant agreements, including the amount payable; and
- Fax the details to the relevant Energy Queensland supervisor.

5.17 WORK IN THE RAIN

Suitable waterproof clothing will be supplied by Energy Queensland, where practicable, to employees who are required to work in the rain.

Where in the performance of such work, an employee whose clothes become wet from rain will be paid double rates for all work so performed and such payment will continue until the employee is able to change into dry clothing or until work ceases, whichever is the earlier. Where the employee has to have their lunch in wet clothing, then they will be paid double time for such lunch period. Employees will change into dry clothing at the earliest practicable opportunity.

Where a call-out involves work in the rain and where such call-out entitles an employee only to the minimum payment prescribed by this Agreement, the penalty for work in the rain will be paid in addition to such minimum payment.

5.18 WORKPLACE ASSESSOR AND TRAINER (WAT) ALLOWANCE

Energy Queensland recognises the value of employees within the Technical Stream (i.e. Technical Service Person) providing local Subject Matter Expert (SME) Workplace Assessment and Training, through the payment of a Workplace Assessor and Trainer (WAT) allowance.

To qualify for the payment of the WAT Allowance, employees will be appointed by the Technical Training and Apprentices (TT&A) Department, accept and demonstrate the application of the following responsibilities:

- Provide and deploy local training and assessment to employees of nationally accredited competencies aligned to legislative requirements within their SME area of expertise; and
- Collect, record and submit information associated with training, assessment, authorisation and re-authorisation activities in an accurate and timely manner.

In instances where Work Group Leaders (WGL’s) are required to deliver statutory training (for example in remote and regional areas) they will be entitled to claim the WAT allowance, where approved by TT&A.

Energy Queensland will not utilise WATs to reduce its commitment to the engagement of Technical Training permanent employees or merely to avoid increases of Technical Trainers

An Energy Queensland employee who is appointed and who accepts the above responsibilities of a WAT will be provided with training through an approved service provider in *Certificate IV in Training and Assessment* within three (3) months of appointment.

An employee who has been appointed as a WAT and accepted the above responsibilities will be paid an all-purpose WAT allowance as per the following:

Effective Date	Amount (Per Annum)
1st March 2024	\$1,543.85
1st March 2025	\$1,613.32
1st March 2026	\$1,669.79
1st March 2027	\$1,719.88

5.19 FIELD SUPERVISOR STREAM ALLOWANCE

Energy Queensland acknowledges the importance of the providing a career path for tradespersons into leadership roles within Operations.

The following allowances will apply for employees who are appointed to Work Group Leader, Field Construction Officer, Work Group Officer, Low Voltage Outage Officers, Network Performance Officer, Commercial & Industrial Officer, and Apprentice Program Lead roles within Operations Division; and Electrical Supervisor, Works Coordinator and Team Leader positions in Yurika.

At Operative date	1 March 2025	1 March 2026	1 March 2027
\$7,000 per annum	\$7,315 per annum.	\$7,571.03 per annum	\$7,798.16 per annum

This allowance will be paid for all-purposes.

5.20 FIELD BASED EXPERIENCE ALLOWANCE – TRADE

Energy Queensland recognises that senior trade-based experience is a combination of several factors that are consistently applied and are typically gained through years of working in a particular field or industry. These factors include but not limited to:

1. Demonstrated ability to work autonomously and effectively troubleshoot and solve complex problems.
2. Demonstrated leadership, knowledge and commitment to leading and embedding a strong and positive safety culture.
3. Demonstrated ability to utilise expertise to positively drive changes that improve safety within operational delivery.

Any employee will be provided with an Experience Allowance from the top of Grade 5.2 in recognition of the above factors.

	At Operative date	1 March 2025	1 March 2026	1 March 2027
After 3 years' experience	\$1,670	\$1,746	\$1,807	\$1,861
After 5 years' experience	\$3,347	\$3,498	\$3,621	\$3,730
After 7 years' experience	\$5,015	\$5,241	\$5,425	\$5,588

5.20.1 FIELD BASED EXPERIENCE ALLOWANCE – POWER WORKERS

Energy Queensland recognises that senior Power Worker experience is a combination of several factors that are consistently applied and are typically gained through years of working in a particular field or industry. These factors include but not limited to:

1. Demonstrated ability to work autonomously and effectively troubleshoot and solve complex problems.
2. Demonstrated leadership, knowledge and commitment to leading and embedding a strong and positive safety culture.
3. Demonstrated ability to utilise expertise to positively drive changes that improve safety within operational delivery.

Any employee will be provided with an Experience Allowance from the top of Grade 4.2 in recognition of the above factors.

	At Operative date	1 March 2025	1 March 2026	1 March 2027
After 3 years' experience	\$1,676	\$1,751	\$1,812	\$1,866
After 5 years' experience	\$3,351	\$3,501	\$3,624	\$3,733
After 7 years' experience	\$5,017	\$5,242	\$5,426	\$5,589

5.21 REGISTERED PROFESSIONAL ENGINEER OF QUEENSLAND ALLOWANCE – RPEQ

Engineers who are required in their role to provide “Professional Engineering Services” as per the Professionals Engineers Act 2002 (Qld) and whom are a RPEQ (Registered Professional Engineer of Queensland) shall receive an allowance of \$5000 per annum paid fortnightly.

This allowance be paid as a set fortnightly amount and will be paid for all hours worked. This allowance will not form part of the base rate. This allowance will be paid for any additional hours worked (e.g. overtime, including any applicable minimum payments) on a pro-rata basis. It does not apply to the calculation of annual leave, long service leave and superannuation.

In addition to the allowance stated in this clause Energy Queensland will reimburse registration and renewal fees to maintain the employees RPEQ accreditation (as per Clause 7.2).

Energy Queensland acknowledges the role an RPEQ plays in providing professional engineering service and commits to ensuring the requirements of the Professional Engineers Act 2002 are met EQL commits to taking appropriate action in maintaining sufficient RPEQ's available to carry out professional engineering services and provide direct supervision of non RPEQ persons who carry out professionals engineering services.

5.22 ATTRACTION AND RETENTION ALLOWANCE – TECHNICAL STREAM

The parties to this Agreement recognise the future challenge of attracting and retaining Technical Servicepersons, Power Workers, Electricity System Designer/Advisers, Systems Operators, Supervisors and Paraprofessionals where a skills shortage of suitably qualified and skilled employees is being experienced by Energy Queensland to deliver the future regulated and unregulated Operations and Yurika program of work (including related to Queensland Energy and Jobs Plan).

The above classified employees covered by this Agreement will receive an all-purpose attraction and retention allowance per fortnight payable as per the following table.

At Operative date	1 March 2025	1 March 2026	1 March 2027
\$4.00 per hour	\$4.18 per hour	\$4.33 per hour	\$4.46 per hour

All permanent full-time and permanent part-time qualified employees will be eligible for this payment. Part-time employees will receive the payment on a pro-rata basis.

The parties to this Agreement recognise that the allowance is directly related to attraction and retention issues experienced during the life of this Agreement. As such, this may give rise to the allowance being reviewed at the end of the term of this Agreement and during the course of negotiations for a replacement Agreement.

5.23 ATTRACTION AND RETENTION ALLOWANCE – PROFESSIONAL MANAGERIAL / ADMINISTRATIVE STREAMS

The parties to this Agreement recognise the future challenge of attracting and retaining Professional Managerial and Administrative employees to deliver the future regulated and unregulated program of work (including related to Queensland Energy and Jobs Plan).

The above classified employees covered by this Agreement will receive an all-purpose attraction and retention allowance per fortnight payable as per the following table.

At Operative Date	1 March 2025	1 March 2026	1 March 2027
\$2.50 per hour	\$2.61 per hour	\$2.70 per hour	\$2.78 per hour

All permanent full-time and permanent part-time qualified employees will be eligible for this payment. Part-time employees will receive the payment on a pro-rata basis.

The parties to this Agreement recognise that the allowance is directly related to attraction and retention issues experienced during the life of this Agreement. As such, this may give rise to the allowance being reviewed at the end of the term of this Agreement and during the course of negotiations for a replacement Agreement.

PART 6 SUPERANNUATION

6.1 SUPERANNUATION

Employees covered by this Agreement will have superannuation contributions (as determined by the applicable legislation) paid into their chosen superannuation fund or their stapled superannuation fund (as determined by the applicable legislation).

Salary for the purpose of superannuation will not be less than the salary an employee is entitled pursuant to this Agreement.

Energy Queensland will remit all superannuation contributions to the employees nominated superannuation fund fortnightly, immediately following each fortnightly pay cycle.

6.1.1 Defined Contribution (DC) Members

Energy Queensland will make minimum Employer superannuation contributions of 14.75% of Ordinary Time Earnings as defined in the Superannuation Guarantee (Administration) Act 1992 (Cth).

Energy Queensland may make contributions to employees in excess of Ordinary Time Earnings as defined by the Superannuation Guarantee (Administration) Act 1992 (Cth), including contributions for employees earning beyond the maximum quarterly contribution base.

Energy Queensland will maintain a relativity of 2.0% above any approved Queensland Government Public sector contributions above the current 12.75% superannuation contribution.

6.1.2 Brighter Super Defined Benefit Fund (DB) Members

It is agreed that with respect to calculating the Final Average Salary (FAS) for employees in the Defined Benefit section of Brighter Super (or any other successor fund), the employee's averaged salary over the employee's final year of service will be used.

Energy Queensland agrees that its employees who are members of the Defined Benefit section of the Brighter Super Fund Trust Deed will not, without the employee's written agreement, be transferred to the Defined Contribution section of the Brighter Super Fund Trust Deed.

Energy Queensland will not close the Defined Benefit section of the Brighter Super Fund for the life of this Agreement.

The Parties commit to review any negative impacts to the Defined Benefit Fund of Brighter Super that may occur as a result of legislative change to the Superannuation Guarantee Levy.

6.1.3 Death and Total and Permanent Disablement – Insurance Cover

Energy Queensland will pay for Death and Total and Permanent Disablement insurance cover into an employee's chosen superannuation fund equivalent to the same value of five (5) units of the Brighter Super Fund.

6.2 INCOME PROTECTION

Energy Queensland will provide an income protection insurance policy managed through an agreed third-party provider for temporary disablement up to a period of two (2) years in accordance with the insurance policy. This cover provides for:

- Salary maintenance of 100% for 1 to 13 weeks and 85% for 14 to 104 weeks;
- Workers' compensation top up to 100%; and
- 45 day waiting period.

For the term of the Agreement, the policy provider will be Windsor Income Protection (WIP) which will be subject to relevant contractual arrangements. This policy ensures consistent coverage for Employees, guaranteeing that benefits and services remain unchanged and will not diminish regardless of the service provider.

Following an application for Income Protection, Energy Queensland will provide salary maintenance of 100% of salary for superannuation purposes, for any waiting period remaining after fourteen (14) days. Eligibility to salary maintenance for any waiting period in excess of fourteen (14) days is subject to an employee exhausting accrued personal leave up to a maximum of thirty (30) days total (inclusive of the initial fourteen (14) days) and medical certification confirming the employee is unfit for work for a continuous period in excess of the income protection waiting period.

Energy Queensland will not terminate an employee who is in receipt of temporary disablement income protection payments, with the exception of serious misconduct or other grounds that would justify termination.

PART 7 NON SALARY BENEFITS

7.1 OPERATIONAL EXPENSES

Where an employee is specifically directed to provide or maintain any equipment or facilities (or incur direct expenses) as an operational requirement of their position such as land-line phone, computers etc., Energy Queensland will meet the costs of all such expenses, installations, continuing maintenance or rental that may be applicable. Any costs of private use of these facilities will be met directly by the employee involved.

7.2 LICENCE FEE REIMBURSEMENT

Energy Queensland will reimburse fees for all employees who are required to obtain and maintain trade accreditation and professional licence fees including Registration Professional Engineers Queensland (RPEQ), where legislation or Energy Queensland requires that person to be licensed as an essential requirement of their position profile, or where Energy Queensland considers other professional memberships relevant to the role and this is approved for reimbursement.

7.3 VEHICLE LICENCE FEE REIMBURSEMENT

Energy Queensland will reimburse fees for employees for obtaining and maintaining currency of their relevant drivers' licences as an essential requirement of their position on the following dollar basis per licence renewal:

Drivers Licence	Percentage (%)
MC	100%
HC	100%
HR	100%
MR	100%
LR	100%
C	100%

Where a vehicle licence is reimbursed as an essential requirement of an employee/s position, any proposed change to the existing reimbursement arrangement will be undertaken in consultation with the employee and relevant union/s.

7.4 SALARY SACRIFICING

7.4.1 Salary Sacrifice Principles

Salary sacrifice options for employees are available in accordance with applicable tax legislation and any restrictions or policies that Energy Queensland may wish to impose from time to time.

Any salary sacrifice arrangements must be at no cost to Energy Queensland and in compliance with applicable tax legislation and superannuation fund rules. Energy Queensland may change the benefits that it offers to reflect changes in the taxation law.

An employee can implement salary sacrifice arrangements at any time. However, once in place, subject to this Agreement and in exceptional circumstances, changes to the salary sacrifice arrangement can only be made once per year.

It is recommended that employees obtain independent financial advice specific to their circumstances before implementing or changing a salary sacrifice arrangement.

7.4.2 Post Salary Sacrifice

If an employee implements a salary sacrifice arrangement the reduced salary will be the salary for all purposes of this Agreement, except for the purposes of superannuation, overtime and termination entitlements.

If an employee terminates or reduces the amount of their salary sacrifice, the employee's minimum salary entitlement will increase or revert to the pre-sacrifice amount as applicable.

7.5 INDEMNITY OF EMPLOYEES AGAINST LIABILITY

As far as it is able under law Energy Queensland will indemnify past and present employees against liability for any claim for compensation or legal costs arising in respect of liability for work performed whilst an employee of Energy Queensland in the performance of their duties, subject to the following conditions:

- Employees must not knowingly exceed any relevant authority levels;
- Employees will not commit any act with a reckless disregard for the consequences during the course of work;
- Employees will not engage in fraudulent, criminal, dishonest and/or malicious acts or wilful breach of any statute, contract or duty during the course of work; and
- Employees notify Energy Queensland of the receipt of any claim or of any circumstance that may give rise to a claim at the earliest possible opportunity.

Energy Queensland commits to ensuring that the coverage of legal cost or provision of legal support is provided in a reasonable timeframe.

The parties to this Agreement commit to the development of supporting documentation such as policies and guidelines in relation to this provision. This will include independent legal representation for matters where an employee is a respondent in a legal proceeding related to the course of their employment with Energy Queensland.

7.6 RELOCATION

Where Energy Queensland determines that relocation expenses will be paid, or in circumstances where Energy Queensland requests an employee to relocate or transfer to a remote location for a minimum of two (2) years, the reimbursement and benefits associated with relocation will be applied equitably to all employees regardless of classification in accordance with Energy Queensland's Relocation Policy and Guidelines.

The parties agree that on relocation the following arrangements will apply as a minimum:

- Relocation expenses reasonably incurred by the employee;
- Travelling expenses of the employee and dependents; and
- Cost of removal of furniture and effects from their place of engagement to the job.
- Relocation expenses will be provided for the agreed return from remote locations where the required minimum tenure has been completed.

The conditions will apply upon appointment of the employee to new places of employment where:

- The radial distance from the present place of residence to such new depot [or recognised place of employment] is not less than 50 kilometres; and/or
- Where circumstances are considered to warrant such action, an employee transferred to a location where no house is available will be reimbursed reasonable board and lodging expenses until the employee becomes domiciled.

7.7 TRANSFER CONDITIONS

On engagement relocation expenses reasonably incurred, which would include travelling expenses of employees and dependents, together with cost of removal of furniture and effects to a measurement not exceeding six [6] tonnes from their place of engagement to the job will, subject to the production of satisfactory evidence of the payment of such fares and expenses, be reimbursed to the employees on completion of 12 months' service.

Provided that the conditions of reimbursement expenses will apply consequent upon appointment of employees to new places of employment where:

- The radial distance from the present place of residence to such new depot [or recognised place of employment] is not less than 50 kilometres; and/or
- The employees are required by Energy Queensland to move their place of residence.

An employee with dependents who is transferred to a location where no suitable accommodation is available will be reimbursed reasonable board and accommodation expenses until the employee secures permanent accommodation for a period not exceeding one month.

7.8 ACCESS TO COMPUTERS

Energy Queensland will provide employees with the most up to date and relevant information. The best means to achieve this will include the distribution of material via e-mail and providing access for employees to company computers in the workplace where practical. This will include e-mail access for receipt and forwarding of correspondence of Parties signatory to this Agreement subject to such reasonable restrictions as Energy Queensland may apply.

7.9 FUNERAL BENEFIT

A benefit of \$15,000 will be paid immediately by Energy Queensland to the nominated employee representative person upon the death of any current Energy Queensland employee.

This payment is aimed at supporting the nominated employee representative person financially with the funeral and any other immediate expenses in their time of need and support.

To ensure the payment is able to be facilitated in a timely manner it is the responsibility of the employee to ensure Energy Queensland has been advised of the nominated employee representative person.

7.10 NON-URBAN ATTRACTON AND RETENTION

Incentives are provided for in accordance with the Non-Urban Attraction and Retention Guideline to attract and retain employees to roles to support EQL's service delivery priorities in locations which the organisation considers to be non-urban, remote and/or isolated.

The Non-Urban Attraction and Retention Guideline will be reviewed annually in consultation and agreement with unions. Agreement will not be unreasonably withheld.

PART 8 HOURS OF WORK

8.1 HOURS OF WORK

The ordinary hours of work will not exceed an average of 36 hours per week (Monday to Friday) to be worked between 6.00am and 6.30pm over a nine (9) day fortnight. However, other patterns of working ordinary hours may be worked by mutual agreement between the parties at a particular place of work (including working 36 hours per week over an eight (8) day fortnight with compressed hours, subject to operational requirements) or pursuant to the Alternative Employment Arrangements prescribed by this Agreement.

An employee may work up to 12 ordinary hours on any day. This will be established as part of a mutually agreed pre-arranged roster. In determining these rosters, consideration will be given to health and safety and fatigue management issues.

In order to meet operational and work requirements, the daily spread of hours for day working employees, provided for in this Agreement on an ordinary work day (6.00am to 6.30pm, Monday to Friday), may be increased by mutual agreement to an additional one (1) hour at either the commencement or finish of the ordinary work day. This will result in the daily 'spread of hours' being increased to cover a period of either 5.00am to 6.30pm or 6.00am to 7.30pm. The ordinary working hours may then be worked between these times.

The parties acknowledge the operational need may arise within work groups to explore different start and finish times. In this regard, the following change may be invoked by Energy Queensland on any individual no more than twice in any calendar year:

- Change of start and finish times within the ordinary hours of the Agreement.

The implementation of this change will be subject to:

- Consultation having occurred with those directly impacted; and
- Reasonable notice of one (1) month having been given of the implementation; or
- The change having been mutually agreed.

8.2 ROSTERED DAY OFF (RDO)

The Rostered Day Off (RDO) will be Scheduled on either a Monday or Friday, unless varied by Mutual Agreement to suit operational requirements.

The following change may be invoked by EQL on any individual no more than twice in any calendar year:

- Where an employee is allocated to change work crews the individual RDO may be changed from Monday to Friday or vice versa to meet the new crews RDO's schedule.

Employees working a nine (9) day fortnight who are required to work on their rostered day off (RDO), will be paid the applicable overtime rates. .

By agreement with Energy Queensland, employees who work on their rostered day off and elect to substitute another ordinary working day for their rostered day off will be paid at base rates for work during what otherwise would be ordinary hours (8 hours), and appropriate overtime rates for work performed in excess of their ordinary hours.

8.2.1 Banking of Rostered Day Off (RDO)

The banking of an RDO is subject to Mutual Agreement between the employee and relevant supervisor or manager and is to be recorded on the employee's timesheet. Employees will only be able to bank up to ten (10) RDO's. Any attempt to bank further RDO's in excess of this limit will be paid at appropriate overtime rates.

The taking of banked RDO's will be subject to Mutual Agreement between the employee and relevant supervisor or manager recorded on the employee's timesheet. Any request to take a banked RDO will not be unreasonably refused and may be taken in conjunction with annual leave.

Apprentices when on block release at TAFE or other learning institutions and who as a result forgo their RDO due to the block release training Schedule must take any previously agreed banked time off as soon as practicable within four (4) weeks of returning to their Scheduled place of work.

Banked RDO's will be accrued at ordinary time and if elected by the employee to be paid out, will be paid out at ordinary time rates.

8.2.2 Rostered Days Off – South East Contact Centre

The allocation of an employee's RDO can be any day Monday to Friday where the following conditions are met:

- For all new or vacant positions, Energy Queensland will have the discretion to set or schedule the employee's RDO on any day Monday to Friday;
- RDO arrangements for existing positions will remain in place and the provisions outlined will apply (where applicable) for appointments to new or vacant positions only, unless the change is mutually agreed; and
- In determining whether an RDO will be scheduled on a day other than a Monday or Friday, Energy Queensland will take into consideration the employee's personal and/or financial commitments where applicable.

8.3 LEGACY WEEKLY AND FORTNIGHTLY WORK PATTERNS

Existing three (3) day week, four (4) day week, or eight (8) day fortnight work patterns currently established in the legacy regions of Mackay, Wide Bay, South West and South East will be maintained during the life of this Agreement where the incumbent continues to occupy their current position. The position will revert back to a nine (9) day fortnight on the resignation or retirement of the incumbent, or when the incumbent is successful in applying for a new position based on a nine (9) day fortnight. Notwithstanding the above, employees working in the three (3) day week arrangement will, where that group is reduced down to one (1) employee on a permanent basis, that employee will revert to a nine (9) day fortnight.

8.4 MEAL BREAK

The recognised unpaid lunch break will be rostered between the 4th and 6th hour from the employee's start time. An employee will be entitled to receive a minimum of thirty (30) minutes and a maximum of one (1) hour for a meal break, excluding shift workers. To facilitate greater flexibility, timing of meal breaks may be varied between the 4th and 6th hours to meet the operational requirements of the business.

No employee will be required to work more than six (6) hours without a break for a meal. All work done during the recognised meal period will be paid for at the rate of double time, and payment at this rate will continue until another and uninterrupted meal period of thirty minutes has commenced or until the cessation of that day's work, whichever occurs first.

8.5 REST PAUSES

Every employee [other than a casual and part time employee] will be entitled to a rest pause or pauses not exceeding a total of 20 minutes duration in Energy Queensland's time during the rostered work period.

Where practicable such rest pause or pauses may be taken in a manner and at such time or times as agreed upon between Energy Queensland and the majority of employees at the work location so that continuity of work will not be interrupted where continuity is necessary.

Casual and part time employees, who work a minimum of four [4] consecutive ordinary hours, but less than eight [8] ordinary consecutive hours on any one day, will receive a rest pause of ten [10] minutes duration. Employees who work a minimum of eight [8] ordinary consecutive hours will receive a rest pause or pauses.

8.6 TEN (10) DAY ALTERNATIVE EMPLOYMENT ARRANGEMENTS

Where Energy Queensland offers these arrangements to new or existing employees, Energy Queensland will also offer the employee the option of remaining within the general terms and conditions of this Agreement. With the exception of those employees being offered an Individual Employment Arrangement (IEA), employees being recruited into new positions will not be required to make known whether they will agree to work a ten (10) day fortnight or nine (9) day fortnight until they have been formally offered the position.

The Parties also acknowledge that a number of employees are employed under individual employment arrangements that were in place prior to the lodgement of this Agreement. An employee may elect to remain on the terms of the individual employment arrangements or IEA while they continue to occupy their current position, provided the arrangement has been documented. In advertising positions on a ten (10) day fortnight, Energy Queensland will include a statement that a nine (9) day fortnight will also be available to the successful applicant on appointment.

8.6.1 Employees Classified at Salary Point 11.0 and above

The option to take up these arrangements will be on a mutually agreed basis between Energy Queensland and the employee who is classified at Salary Point 11.0 and above of this Agreement who agrees to work a ten (10) day fortnight arrangement in accordance with the following:

1. Where the Arrangement covers a forty (40) hour week, ten (10) day fortnight within the defined spread of hours 6.00am – 6.30pm Monday to Friday, the base rate includes a 13% loading.

Employees under this arrangement remain eligible to receive Working Away from Home Meal Allowances, Availability Duty Allowance and Incidental Allowance as applicable, however employees will be exempt from claiming the hours and overtime provisions of this Agreement up to forty (40) hours per week. Any authorised overtime for hours worked in excess of forty (40) ordinary hours per week will be paid at applicable overtime rates.

2. Where the Arrangement covers a forty (40) hour week, ten (10) day fortnight within the defined spread of hours 6.00am – 6.30pm Monday to Friday, and also consideration for a notional four (4) hours overtime per week (Monday to Sunday), the base rate includes a 15% loading.

Employees under this arrangement remain eligible to receive, Working Away from Home Meal Allowances, Availability Duty Allowance and Incidental Allowance as applicable, however employees will be exempt from claiming the hours, overtime and travel time provisions of this Agreement up to forty-four (44) hours per week. Any authorised overtime or travel time for hours worked in excess of forty-four (44) ordinary hours per week will be paid at applicable overtime or travel time rates in accordance with the overtime or travel time provisions of this Agreement.

3. Where the arrangement covers a ten (10) day fortnight and also includes consideration for what would otherwise be for working of all overtime, Allowances as defined and all other penalties of this Agreement, the *base rate* includes a 20% loading.

Employees under this arrangement remain eligible to receive, Working Away from Home Meal Allowances, Availability Duty Allowance and Incidental Allowance as applicable. Notwithstanding, extraordinary and continuous periods of work during major systems failures or damage caused by storms or cyclones will, where the period of hours worked is in excess of ten (10) hours each day for more than two (2) consecutive days be paid as overtime.

Employees working pursuant to the above arrangements will remain entitled to all salary increases and other employment entitlements provided by this Agreement unless otherwise defined.

The employee and their manager or supervisor must monitor and give due consideration to the management of fatigue under all of the above arrangements.

The above all-purpose loadings shall be used when calculating an employee's payment for overtime, annual leave, Long Service Leave, parental leave, superannuation, severance and retrenchment payments. Where such arrangements are made, they shall be recorded in writing (with a copy for each party).

8.6.2 Employees below Salary Point 11.0

The option to take up these arrangements will be on a mutually agreed basis between Energy Queensland and the employee as follows:

- For those employees classified in the Administrative and Professional Managerial Streams between Salary Point 1.0 and Salary Point 11.0 contained in Schedule 1 of this Agreement.
- For those employees classified in the Technical Classification Stream covering Supervisory and Para-Professional sub-streams between Salary Point 9.0 and Salary Point 11.0 contained in Schedule 1 of this Agreement. For example, the positions covered would typically be titled, Work Group Leader, Work Group Officer, Contract Officers, Network Performance Officers, Technical Trainers, Electrical System Designers, Maintenance Officers and unique and stand-alone positions as agreed by the parties.

For employees defined above who agree to work a ten (10) day fortnight arrangement this will be in accordance with the following:

1. Where the Arrangement covers a forty (40) hour week, ten (10) day fortnight within the defined spread of hours 6.00am – 6.30pm Monday to Friday, the *base rate* includes a 15.5% loading.

Employees under this arrangement remain eligible to receive Working Away from Home Meal Allowances, Availability Duty Allowance and Incidental Allowance as applicable, however employees will be exempt from claiming the hours and overtime provisions of this Agreement up to forty (40) hours per week. Any authorised overtime for hours worked in excess of forty (40) ordinary hours per week will be paid at applicable overtime rates.

2. Where the Arrangement covers a forty (40) hour week, ten (10) day fortnight within the defined spread of hours 6.00am – 6.30pm Monday to Friday, and also consideration for a notional four (4) hours overtime per week (Monday to Sunday), the base rate includes a 17.5% loading.

Employees under this arrangement remain eligible to receive Working Away from Home Meal Allowances, Availability Duty Allowance and Incidental Allowance as applicable, however employees will be exempt from claiming the hours, overtime and travel time provisions of this Agreement up to forty-four (44) hours per week. Any authorised overtime or travel time for hours worked in excess of forty-four (44) ordinary hours per week will be paid at applicable overtime or travel time rates in accordance with the overtime or travel time provisions of this Agreement.

3. Where the Arrangement covers a ten (10) day fortnight and also includes consideration for what would otherwise be for working of all overtime, Allowances as defined and all other penalties of this Agreement, the base rate includes a 22.5% loading.

Employees under this arrangement remain eligible to receive Working Away from Home Meal Allowances, Availability Duty Allowance and Incidental Allowance as applicable. Notwithstanding, extraordinary and continuous periods of work during major systems failures or damage caused by storms or cyclones will, where the period of hours worked is in excess of 10 hours each day for more than two (2) consecutive days, be paid as overtime in accordance with the overtime provisions of this Agreement.

Employees working pursuant to the above arrangements will remain entitled to all salary increases and other employment entitlements provided by this Agreement unless otherwise defined.

The employee and their manager or supervisor must monitor and give due consideration to the management of fatigue under all of the above arrangements.

The above all-purpose loadings shall be used when calculating an employee's payment for overtime, annual leave, Long Service Leave, parental leave, superannuation, severance and retrenchment payments.

Where such arrangements are made, they shall be recorded in writing (with a copy for each party).

8.6.3 Reversion to General Agreement Provisions

Employees working the above arrangements may elect to revert to a nine (9) day fortnight by providing Energy Queensland with one (1) month's written notice. On reversion to a nine (9) day fortnight, existing accrued leave balances will be maintained.

It is recognised that individuals may make additional personal financial commitments whilst under these arrangements and as such, where Energy Queensland requires an individual to revert, it will not do so without first providing the employee three (3) months written notice of Energy Queensland's intention.

If during the three (3) month notice period the employee receives notice of redundancy or advises Energy Queensland that they intend to retire no later than twelve (12) months after the initiated three (3) month notice, the employee will not be required to revert.

8.6.4 Appointment of Ten (10) Day Fortnight

Notwithstanding the above arrangements which are made on a mutually agreed basis, the following may be advertised and awarded on a ten (10) day fortnight basis at the discretion of Energy Queensland:

- New and vacant positions classified in the Administrative Stream from Salary Point 11.0 and above.
- New and vacant positions classified in the Professional & Managerial (PM) stream from PM Grade one (1) Salary Point 11 and above and where the position supervises, coordinates and schedules other employees.

Employees who accept the above arrangement and who have been working a minimum of three (3) months in the position may elect to revert to a nine (9) day fortnight by providing Energy Queensland one (1) month written notice.

8.7 INDIVIDUAL EMPLOYMENT ARRANGEMENTS

An Individual Employment Arrangement (IEA) may be offered to an employee as determined by Energy Queensland, who is paid a salary at or above Salary Point 11.0 of the classification structure of this Agreement. Flexible remuneration arrangements and changes to other conditions of employment may be negotiated subject to the following:

8.7.1 No Disadvantage

An Individual Employment Arrangement (IEA) will not, in terms of total remuneration value, disadvantage employees when compared to the relevant terms of the Agreement.

8.7.2 Hours of Work

The standard hours of work required for employees engaged on an IEA are 40 hours per week and a ten (10) day fortnight. These hours may be worked between 6.00am to 6.30pm Monday to Friday.

8.7.3 Salary & Loadings

Employees on an IEA will receive the salary as specified in the Agreement for the classification of their position including the applicable loading as follows:

15% loading includes a notional Overtime component to cover up to four (4) hours overtime per week, all Allowances and Penalties.

20% loading includes a notional Overtime component to cover all hours worked, all Allowances and Penalties for Weekends and Call-Out Hours.

Exception for 20% Loading Employees

Overtime can only be claimed for extraordinary and continuous periods of work due to major system failures, e.g. damage caused by storms or cyclones, where the period of hours worked is in excess of ten (10) hours each day for more than two (2) consecutive days. Overtime must be authorised in advance by an employee's manager.

8.7.4 Market Component

Energy Queensland may apply a Market Component as a part of an IEA. Where applicable the Market Component will be reviewed annually and adjusted effective from 1 July where necessary.

8.7.5 Performance Incentive

At Energy Queensland's discretion an "at risk" performance incentive may apply. The Performance Incentive Scheme operates at Energy Queensland's sole discretion and may be altered or discontinued at any time.

To be eligible for payment under the Performance Incentive Scheme employees are required to have been employed by Energy Queensland as at 30 June of the financial year for which performance is being assessed.

The "at risk" performance incentive (including any pro-rata amounts) will be reviewed annually and paid effective from 1 July as applicable.

Where an employee enters into an IEA inside of a twelve (12) month period prior to 30 June, the "at risk" component will be assessed and paid (if applicable) on a pro-rata basis.

Where an employee terminates due to redundancy, or due to ill-health a pro-rata payment of their potential "at risk" component will be payable.

8.7.6 Remuneration Increases

As a minimum, Employees on an IEA will receive annual wage increases to base salary in accordance with Clause 4.1 Wage Payments of this Agreement.

Further salary point progression within the grade for the position may occur if it is available and it can be demonstrated that additional skills and knowledge relevant to the position have been gained and are being utilised to an extent that warrants progression. This will be considered as a part of the employee's performance review process.

8.7.7 Reversion

An employee who accepts an IEA may elect to revert to the general provisions of the Agreement by providing Energy Queensland with one (1) month's written notice.

It is recognised that employees may make additional personal financial commitments while on an IEA. As such, where Energy Queensland requires an individual to revert to the general provisions of the Agreement, it will not do so without first providing the employee with three (3) months written notice.

On reversion, an employee will maintain their substantive classification and salary point at the time of reversion.

Any At-Risk and Market Component applied as a part of an IEA will cease from the effective date of the reversion.

8.7.8 Application

Where there is any inconsistency between an IEA and the Agreement, the terms and conditions of the IEA will take precedence to the extent of the inconsistency. Where the IEA is silent, the terms of the Agreement shall apply.

An IEA supersedes any prior employment agreement or arrangement of any type between Energy Queensland and an employee, including any other Agreements, oral or written, made prior to the execution of an IEA. However, this does not preclude Energy Queensland and an employee from agreeing in writing to additional terms that do not conflict with the provisions of this Agreement.

8.7.9 Exemptions

An employee on an IEA will be exempt from the following Agreement provisions:

- | | |
|--|-------------|
| ▪ Annualised Allowance | Clause 5.4 |
| ▪ Employee in Charge Allowance [EIC] | Clause 5.10 |
| ▪ First Aid Allowance | Clause 5.12 |
| ▪ Tool Allowance | Clause 5.15 |
| ▪ Work in the Rain | Clause 5.17 |
| ▪ Overtime | Clause 8.11 |
| ▪ Crib Break & Overtime Meal Allowance | Clause 8.12 |

8.7.10 Dispute Settlement

Any dispute or grievance concerning an IEA will be dealt with pursuant to the grievance and dispute settlement procedure contained in Part 2 of this Agreement.

8.8 AGGREGATED WORKING ARRANGEMENTS FOR AWAY WORK

The identified roster blocks will only be worked where it is mutually agreed, including an Agreement with a valid majority of the employees involved.

Notwithstanding the above, these working arrangements or other agreed periods / roster blocks (as required to meet operational requirements of Energy Queensland) may also be applied in other circumstances (with applicable loadings) subject to Mutual Agreement. Where roster arrangements with different roster block options to the above are being considered, discussions and consultation will occur at the tender stage.

These working arrangements can only be applied to employees working a seventy-two (72) hour fortnight.

8.8.1 Roster Block Arrangements

Where the identified roster blocks are utilised, all identified or agreed roster block hours will attract an aggregate overtime loading to be paid in addition to an employee's base rate of pay. The aggregate overtime loading is in lieu of any applicable overtime and weekend penalties for the identified roster block hours.

Any work required outside of the identified or agreed roster block hours will be paid at applicable overtime rates. The aggregate overtime loading will be included with the employee's base rate of pay when calculating these overtime payments.

The aggregate overtime loading is not payable on an all-purpose basis, except for superannuation.

Employees participating in this roster block will work the identified hours and access the time off outlined in the work pattern.

Meal breaks on weekends within the following roster patterns will be paid breaks, for the purpose of this clause only.

The identified roster block period and hours are as follows:

- Eight (8) Days on, Six (6) Days off. Work eight (8) consecutive days, including a Saturday and a Sunday. Each workday will be ten (10) hours;
- On completion of the eight (8) days, have six (6) days off work at their home location; and
- Employee will receive a loading of 40% for all of the identified hours worked within the roster block.

Nine (9) Days on, Five (5) Days off

- Work nine (9) consecutive days, including a Saturday and a Sunday. Each workday will be ten (10) hours;
- On completion of the nine (9) days, have five (5) days off work at their home location; and
- Employees will receive a loading of 37% for all of the identified hours worked within the roster block.

Ten (10) Days on, Four (4) Days off

- Work ten (10) consecutive days, including a Saturday and a Sunday. Each workday will be ten (10) hours;
- On completion of the ten (10) days, have four (4) days off work at their home location; and
- Employee will receive a loading of 34% for all of the identified hours worked within the roster block.

The hours reflected in these roster blocks should only be varied by Mutual Agreement subject to fatigue guidelines and exceptional and critical operational circumstances. Access to overtime will subject to operational requirements and will not be unreasonably refused.

The hours worked during these arrangements will be recorded on a standard Energy Queensland timesheet to ensure compliance with industrial legislation and any other relevant legislation (such as workers compensation).

The balance of time required to complete a project outside of roster blocks, will be paid in accordance with the hours of work provisions of this Agreement and will not include the aggregated overtime loading.

8.9 BREAKS AFTER OVERTIME

Where possible, employees are to be given an adequate break when working overtime between consecutive workdays.

Employees will be given no less than ten (10) consecutive hours off duty between the end of their normal or rostered work on one (1) day and the beginning of normal or rostered work on the next day. The break is exclusive of reasonable travel that is required for the employee to return home.

Apart from the exceptions listed below, in cases where an employee is not given ten (10) consecutive hours off duty and they have continued or resumed overtime into their normal or rostered work day, then they will be paid double rates until released from work and given ten (10) consecutive hours break.

It is recognised that Duty Supervisors or other employees taking calls may be called upon for action or advice and yet not accrue 1.5 hours in aggregate. In the circumstance where 1.5 hours in aggregate are not met, a Duty Supervisor will still be entitled to a ten (10) hour break, when the communication frequency rate is one (1) call per ½ hour over any consecutive three (3) hour period between 11pm and 5.00am.

Exception:

In cases where employees work overtime between 11.00pm on one day and 5.00am on the next, then the ten (10) consecutive hour break will commence from the conclusion of their last period of overtime even if it continues after 5.00am. The total overtime worked between 11.00pm and 5.00am must be not less than one (1) and a half-hours in aggregate.

General:

The arrangements as outlined above, will also apply when overtime is worked on a Sunday, a Public Holiday or an RDO prior to a rostered workday.

The safety of employees is most important and there may be circumstances where a ten (10) hour break may not be available but due to fatigue, it is determined that an employee should be given a break from work. In these cases, supervisors will have a discretionary right to provide additional paid time.

The provisions of this clause shall apply in the case of shift workers who rotate from one shift to another when overtime is worked.

In circumstances where employees are entitled to take a ten (10) hour fatigue break during pre-approved Annual Leave, such leave can be credited back to employees for the duration of the break period.

8.10 TIME OFF IN LIEU (TOIL)

Time Off in Lieu (TOIL) may be accrued for approved work performed outside of an employee's normal work hours. The maximum amount of TOIL that may be accrued is eighty (80) hours. Approval of such a request will not be unreasonably refused.

- Where Energy Queensland requests an employee to work overtime, the employee can accrue the time as TOIL. In this instance, TOIL will accrue at the prescribed overtime rate.
- Employees cannot be directed to take TOIL in lieu of the payment of overtime; and
- All hours worked regardless of payment or TOIL must be taken into consideration for the fatigue management.

Where an employee requests to work additional hours to bank as TOIL, subject to approval from their supervisor, such TOIL will accrue at time for time, being one (1) hour for each hour worked. Approval of such a request will not be unreasonably refused.

The taking of the TOIL will be at a time or times mutually agreed to with the supervisor. Subject to exceptional circumstances, where TOIL has not been taken within the agreed timeframe the employee will be paid out. A request to take accrued TOIL will not be unreasonably refused.

Time Off in Lieu (TOIL) will be administered electronically via timesheets. Each instance of TOIL will be documented showing the date/s, hours worked, and TOIL accrued for future reference.

8.11 OVERTIME

Except as provided below, approved time worked in excess of that provided for in Clause 8.1 (Hours of Work) or before the ordinary starting time or after the ordinary ceasing time will be deemed overtime and will be paid for at double the base rate. Each day will stand by itself when overtime is being calculated, except where an employee commences overtime on one day and continues to work such overtime into the next day.

No employee will refuse to work a reasonable amount of overtime to meet the needs of Energy Queensland.

Systematic overtime will not be worked; it will be considered such when three (3) consecutive weeks' overtime has been worked. This arrangement will not apply when extra labour is not immediately available.

When any portion of an hour is worked, employees will receive payment in respect of any broken part of an hour at the current overtime rate with a minimum thirty (30) minute payment.

If an employee cannot reasonably access their normal method of transport to or from their home due to working overtime, Energy Queensland will provide the employee with transport to or from their home or reimburse expenses incurred.

8.11.1 Weekends

Employees required to work overtime commencing on Saturday will be paid at double time with a minimum period of three (3) hours work or payment, except in the case of emergencies.

All overtime performed on Sundays will be paid at the rate of double time.

Minimum payment for Sundays - When employees are called upon to work on a Sunday, they will, except in the case of emergency, receive a minimum of three (3) hours pay at double time.

8.11.2 Recalls

An employee recalled to work overtime, other than for emergency work, after leaving the employer's premises (whether notified before or after leaving the premises) and prior to the commencement of the next rostered shift, will be entitled to a minimum of four (4) hours pay at the appropriate overtime rate.

A recall occurs when an employee is notified prior to commencement of work on the next day that they are required to work prior to the next shift and the work cannot be performed during normal work hours and is not an emergency callout. Other than emergency work, if the employee is notified to perform overtime prior to the normal commencing time the following day a recall shall apply.

- Each recall is paid as a four (4) hour minimum at overtime rates.
- Employees recalled to work overtime, except in the case of an emergency, after leaving Energy Queensland's business premises on Monday, Tuesday, Wednesday, Thursday or Friday (whether notified before or after leaving the premises) will be paid for a minimum four (4) hours work at the appropriate overtime rate for each recall.

Except in the case of unforeseen circumstances arising, an employee will not be required to work the full four (4) hours if the job the employee was recalled to do is completed within a shorter period. Overtime worked in cases where it is customary for an employee to return to Energy Queensland's premises to perform a specific job outside of working hours, or where the overtime is continuous (subject to a reasonable meal break) with the completion or commencement of ordinary working time, will not be regarded as overtime for the purposes of this Clause.

8.11.3 Payment for Out of Hours Communication

Where an employee is contacted outside ordinary hours to provide advice (by phone, email etc) or perform work, the employee shall be paid one (1) hour at the appropriate overtime penalty rates. Subsequent calls within that one (1) hour period will not attract additional overtime or penalty payments.

8.11.3.1 Support Role Emergency Situations

Employees requested to work in support of other employees rostered for availability duties for after hours, in storm and emergency conditions, will be paid overtime at the applicable overtime rate, of double time for such work.

8.12 CRIB BREAK & OVERTIME MEAL ALLOWANCE

When working overtime, for more than one (1) hour, employees will be allowed to take thirty (30) minutes for "crib" after the ordinary ceasing time, and also forty-five (45) minutes after each four (4) hours work, provided such overtime continues, for which no deduction will be made.

All employees required to work overtime for more than one (1) hour will be paid the amount specified in the table below for each meal between the ordinary ceasing time and the completion of overtime work, unless Energy Queensland provides a reasonable meal for them. This payment will be treated separately to meal allowances provided in Clause 5.3 Working Away from Home in this Agreement.

When employees have provided themselves with customary meals because of receipt of notice of intention to work overtime, they will be entitled to an allowance as specified in the table below, for each meal so provided in the event of the work not being performed or ceasing before the respective mealtimes.

When employees work more than four (4) hours' overtime on a Saturday and/or Sunday they will be entitled to an unpaid meal break of not more than one (1) hour at the end of the fourth (4th) hour, provided that their overtime is to continue for not less than one (1) hour after the meal break.

If such overtime continues to the tenth (10th) hour from the commencement of such overtime on such day, employees will be entitled to a further unpaid meal break of not more than one (1) hour provided overtime continues after the break.

Where such overtime continues after the tenth (10th) hour from the commencement of such overtime on such day, employees will be entitled to a further unpaid meal break (provided such overtime continues), of not more than one (1) hour after each additional five (5) hours until such time as such overtime is completed.

Employees called out will be allowed to take forty-five (45) minutes for crib after each four (4) hours overtime worked provided such overtime continues, for which no deduction will be made.

Employees called out prior to their normal rostered start time and who work for a minimum of one (1) hour with work continuing into their rostered start time, will be entitled to claim a meal allowance as specified in the table below and will be provided with a thirty (30) minute crib break as soon as possible thereafter. Employees who work for more than four (4) hours under the above circumstances will be entitled to a meal allowance and a forty-five (45) minute crib break in lieu of the thirty (30) minute crib.

Employees called out within one and a-half (1.5) hours of their normal ceasing time and who are required to work more than one (1) hour, will be entitled to a meal allowance as specified in the table below and in addition will be allowed thirty (30) minutes as soon as possible thereafter, without deduction of pay, to partake of a meal.

The overtime meal allowance will be paid as follows:

Effective Date	Meal Allowance
1 st March 2024	\$19.68
1 st March 2025	\$20.57
1 st March 2026	\$21.29
1 st March 2027	\$21.93

8.13 CANCELLATION OF PLANNED OVERTIME

Where it has been previously agreed that an employee will undertake planned overtime on a weekend (Saturday to Sunday) and the work is subsequently cancelled, the employee will be entitled to a payment of four (4) hours at ordinary rates except in the following circumstances:

- Where notice of eight (8) hours or more is given; or
- Where the overtime is cancelled as a result of weather related issues.

Energy Queensland is committed to providing as much notice as possible for weather related cancellations.

For the purpose of this clause notification may include, but is not limited to, telephone or text message.

8.14 START AND FINISH ON THE JOB

Start and Finish at a Worksite

The Parties acknowledge that start and finish on the job arrangements will provide greater flexibility and productivity through maximising the time spent on the jobsite.

To facilitate any new arrangements, the Parties involved in the relevant business unit consultative forums will negotiate, develop, and agree on suitable guidelines for implementation at a regional area or depot level. Any such arrangements will not be unreasonably refused and will be in accordance with the process outlined in the Flexibility Clause of this Agreement, prior to any implementation. These arrangements will not be approved where they introduce negative outcomes for the business including impacts on fleet requirements, coordination of work where conditions change or employee availability for afterhours work.

Energy Queensland reserves the right to remove start & finish on the job arrangements of an employee who does not comply with the principles outlined within this clause. Multiple breaches by an employee may result in immediate removal of this arrangement.

Energy Queensland will consult with directly affected employees and relevant industrial partners and determine the suitability of the arrangements based on operational requirements and consideration for the employee's personal circumstances.

The time spent travelling to the worksite will be in an employee's own time up to a fifteen (15) kilometre radius from their designated place of work (i.e. depot or office). Where the worksite is situated more than the fifteen (15) kilometre radius from their designated place of work, the period spent travelling outside of the fifteen (15) kilometre radius and before the employee's normal starting and after the employees normal finishing time, will be paid at travel time.

The start and finish on the job arrangements are subject to the following conditions:

- Barring unforeseen circumstances, the employees have an obligation to start and finish on the worksite at their normal rostered commencing and ceasing time, unless directed otherwise;
- Travel to and from the worksite is by the most efficient route. additional time incurred in dropping off or picking up passengers/team on the most efficient route shall be undertaken by the employees in their own time;
- Vehicles shall be locked and parked in alignment with the Energy Queensland Vehicle Policy (If unable to comply then the vehicle is not to be taken).
- An employee will be responsible for costs associated with fines issued by local authorities if the vehicle has been parked illegally.
- Notwithstanding Energy Queensland's policy relating to the garaging of Energy Queensland motor vehicles, an employee will not be held accountable for any loss provided they have taken all reasonable precautions to secure the vehicle i.e. EQL vehicle is fully locked including all external cupboards;
- An employee has an obligation to report to their designated place of work if Energy Queensland cannot source alternative transport to enable an employee to start and finish on the jobsite (e.g. due to unavailability of a vehicle).
- An employee will present at a depot as requested by their team leader or supervisor.
- Start and finish at the worksite will not require the purchase of additional vehicles, and as such, the current establishment of vehicles being available for employees on call rosters shall take precedence of any such arrangements.
- Any vehicle shall be made immediately available for all operational response activities as deemed necessary.
- Vehicles must be made available when staff are sick, on leave or RDO through local arrangements.
- Employees are not to use the vehicle for personal use unless approved as per EQL policies.

On a case-by-case basis Energy Queensland may terminate this arrangement with a minimum of two (2) month written notice. Employees are not to rely upon start from and finish on the worksite provisions to avoid personal investments in transport or other personal requirements. An employee may request to terminate this arrangement where there are genuine personal circumstances impacting their ability to start and finish on the job.

PART 9 SHIFT WORK

9.1 SHIFT WORK DEFINITIONS

Day Shift means any shift worked between the hours of 6:00 am and 6:00 pm.

Afternoon Shift means any shift finishing after 6.00pm and at or before midnight.

Night Shift means any shift finishing after midnight and at or before 8.00am.

Continuous Shift Arrangements means shift work covering twenty-four (24) hours per day, seven (7) days per week.

Non-continuous Shift Arrangements means an indefinite period other than a 24/7 roster.

Short-term Shift Arrangement means a shift covering any duration of a minimum of five (5) days up to and including eight (8) weeks Monday to Friday only.

9.2 SHIFT WORK

Shift work may be worked by employees to meet business needs, operational, or customer service requirements from time to time.

Subject to the following provisions the ordinary hours of work for shift workers will not exceed 36 hours per week.

The ordinary hours of work for shift workers may be exceeded in any week or weeks subject to the total ordinary hours worked during any roster period not exceeding that number of hours ascertained by multiplying the number of weeks in the roster period by 36 and may be worked according to a roster agreed upon between a majority of the employees concerned and Energy Queensland to suit the needs and circumstances of each establishment. Energy Queensland will advise the relevant Union party in writing of any agreed position prior to any agreed roster being implemented.

Shift workers will be allowed a crib break of 30 minutes during each shift for which no reduction of pay will be made. Such break will be taken at a time and in such manner that it will not interfere with continuity of work where continuity is necessary.

9.3 SHIFT PENALTIES

In addition to salary, the following penalties shall be paid to employees working the following shifts:

9.3.1 Shift Loadings

Afternoon shift - employees who work afternoon shift will be paid a shift allowance of 19.5% of their ordinary rate in addition to their ordinary rate.

Night shift - employees who work night shift will be paid a shift allowance of 22.5% of their ordinary rate in addition to their ordinary rate.

9.3.2 Weekend Penalties

All time worked during an ordinary shift between midnight on Friday and midnight on Sunday will be paid for at double the ordinary rate. The above shift loadings are paid in conjunction with weekend penalties when an employee works their shift on a weekend.

9.4 ESTABLISHMENT OF SHIFT ROSTERS

Where Energy Queensland determines the operational need for a shift roster, the following process will be followed:

- Energy Queensland will notify the relevant nominated employee representative and convene a meeting of affected staff to present and consult on the proposal for the introduction of shift work;
- Following consultation, Energy Queensland will finalise the shift work proposal and seek agreement on the roster from the employees involved;
- To staff the roster, Energy Queensland will seek volunteers to work the roster. Where there are insufficient volunteers, an expression of interest will be sought from other work locations; and
- If there are insufficient volunteers, Energy Queensland may engage new employees who, when assessed as competent, will work the roster.

9.5 SHORT-TERM SHIFT ARRANGEMENTS

A Short-Term Roster will be established in accordance with the following process where Energy Queensland determines the operational need for short term shift roster. Energy Queensland will notify the affected employees and the nominated employee representatives to meet and consult on the proposal for the introduction of short-term shift arrangements.

Following consultation, Energy Queensland will finalise the shift-work proposal and seek agreement on the roster with the employees involved. To staff the roster Energy Queensland will seek volunteers to work the roster. Where there are insufficient volunteers, expression of interest will be sought from other work groups or locations.

If the option above is exhausted, Energy Queensland may engage additional resources who, when assessed as competent, will work the roster. In arriving at these rosters, due regard will be given to health and safety and fatigue management issues.

9.5.1 Short-Term Shift Loadings

Hours worked as a short-term shift arrangement, will attract a shift loading of 30% for all hours worked. Short term shift work will only be worked Monday – Friday.

9.6 OVERTIME PENALTIES AND MINIMUM PAYMENT

Overtime worked in any calling in or in connection with which more than one shift per day is worked, will be paid for at the rate of double time.

For all employees engaged in shift work, all time worked in excess of eight (8) hours in any one day will be considered as overtime.

Employees who work overtime during an afternoon or night shift will be paid double time on their afternoon or night shift rate respectively.

Shift Workers who are rostered on to work on a statutory holiday will be paid at double time and one half (2 ½ times) of their base rate of pay and any overtime is paid at double the applicable overtime rates that is four (4) times the base rate.

For those shift workers who are not rostered to work on a statutory holiday and subsequently perform work on that day will be paid at double time and one half (2 ½ times) and four times (4 times) for Christmas Day of their base rate with a minimum payment for four (4) hours for the day and will receive a day of leave to be taken at a mutually agreeable time in the same manner as annual leave.

9.7 BREAKS BETWEEN ROSTERED ATTENDANCES

The Parties agree that employees will be given no less than ten (10) consecutive hours off duty between the end of work on one day, and the commencement of work on the next.

Where a shift worker is not given ten (10) consecutive hours off duty and they have continued or resumed overtime into their normal or rostered workday, then they will be paid double time until released from work and given ten (10) consecutive hours rest.

9.7.1 Extended Breaks – Shift Workers

It is important to note that the safety of our employees is the most important issue and there may be circumstances where a ten (10) hour rest break may not be available or sufficient. Where a ten (10) hour break is insufficient due to fatigue, the employee may be provided with a longer break at the discretion of the supervisor. If a break or longer break is taken and it goes into the normal starting time of the employee, the employee will not suffer a reduction in their ordinary pay for that period.

PART 10 LEAVE

10.1 ANNUAL LEAVE

Every employee, other than a casual employee, will be entitled to annual leave on full pay at the end of each year of employment as follows:

- Five (5) weeks if employed on shift work where three (3) shifts per day are worked over a period of seven (7) days per week; or
- Four (4) weeks in any other case.

Employees working on a long term, Non-Continuous Shift, (not including Short Term Shift Arrangements, as defined), will be entitled to an additional three (3) days annual leave per year worked, accumulated and available on a pro-rata basis.

Annual leave is normally taken at a convenient time and duration, mutually agreed to by the employee's Supervisor/Manager in accordance with department and employee needs. Pro-rata annual leave, that is leave accrued for less than one (1) year, may be granted before the completion of 12 months service, subject to managerial approval. The actual pro-rata leave amount will not exceed the accrued balance, that is, employees will not be entitled to take more than their accrued pro-rata leave.

On submission of an annual leave application, employees will receive advice on the success or otherwise of their application within two (2) weeks of submission.

Part-time employees are entitled to annual leave calculated as a proportion of the entitlement for full time employees.

Where an employee elects to convert or revert between a Full time to Part-time working arrangement, or between a nine (9) day working arrangement and a ten (10) day working arrangement, annual leave balances will be maintained.

Employees may apply to take annual leave at half pay. Approval will be subject to operational requirements. Approval of annual leave at half pay will not be unreasonably refused.

Where an employee accesses their leave at half pay, applicable wage deductions will continue to apply at the full rate, for example salary sacrifice arrangements and vehicle deductions.

Annual leave payments will be paid as:

- A lump sum payment prior to commencement of annual leave at the request of the employee; or
- The employee's weekly wage, with deposits being credited to their account(s) in accord with normal pay arrangements.

Annual leave will be exclusive of any public holiday which may occur during the period of that annual leave.

Annual leave will be paid at the ordinary rate received immediately prior to annual leave. Note the ordinary rate will include any rate which is received in excess of the ordinary rate payable under this Agreement.

A shift worker will be paid at the rate payable for work in ordinary time according to the employee's roster or projected roster including Saturday, Sunday or public holiday shift.

In circumstances where cancellation of annual leave is considered due to operational requirements, consultation will occur prior to cancellation of any leave. The rescheduling of any such leave will be taken at a mutually agreed time.

If the employment of an employee is terminated the employee will be paid all leave owing (including any pro-rata annual leave) at the time of termination. Furthermore, the date of termination will be extended by either the amount of accrued annual leave owing or the amount of long service leave owing whichever is the greater. Any public holiday falling on a day the employee would have been rostered to work during this period will be calculated at the employee's ordinary rate and paid at the time of termination.

The following allowances/penalties are payable during periods of annual leave and therefore payable in termination for any accrued annual leave:

- **Shift workers** - Subject to the rate of salary to be paid to a shift worker, the rate payable shall be for work in ordinary time according to the employee's roster or projected roster, including Saturday, Sunday or holiday shifts, or an annualised salary as applicable.
- **Employees-in-Charge** - Employee-in-Charge allowances shall be included in the salary to be paid.

Employees will take their entitlement to annual leave within twelve (12) months following the date of which it falls due except where by agreement with Energy Queensland it is deferred to a later date.

10.1.1 Excess Annual Leave

The effective management of annual leave is important in maintaining the wellbeing of employees, an organisation's productivity and its ability to deliver services efficiently and effectively. Excess leave is a significant concern due to its impact on employee wellbeing and productivity. Accordingly, excess annual leave will be managed in accordance with this provision.

As a first step, where an employee's annual leave balance is in excess of 8 weeks or 10 weeks for a shift worker (or the equivalent two years entitlement), Energy Queensland will seek to reach agreement with employees to reduce the excessive leave.

Where agreement cannot be reached, Energy Queensland may direct an employee to take annual leave. Unless the employee otherwise agrees, Energy Queensland will give the employee at least one month's notice of the date from which the annual leave will be taken subject to the following:

- The period of annual leave taken will not result at any time in the employee's remaining annual leave balance being less than six (6) weeks when any other paid annual leave arrangements are taken into account; and
- The employee will not be required to take any period of paid annual leave of less than one (1) week.

10.1.2 Preservation of Five (5) Weeks Annual leave

Administrative Stream employees who prior to 1995 had an entitlement to five (5) weeks annual leave per annum will retain this entitlement unless they elect in writing to forego one (1) week's accrual per annum on a permanent basis and be paid an additional 2% into their base rate.

This provision does not apply to:

- Shift workers; and
- Administrative employees engaged after 1995 working outside of the geographical area lying north of the 22nd Parallel of South Latitude and/or West of the 144th meridian of East Longitude.

10.1.3 Illness Whilst on Annual Leave

An employee falling sick during annual leave may claim personal leave in accordance with the provisions detailed below, provided the employee has an appropriate personal leave balance.

Annual leave for that period of sickness may be re-credited as annual leave to be taken at a mutually convenient time, provided that:

- The period of illness is at least two (2) consecutive working days; and
- A medical certificate from a qualified medical practitioner is included with the claim.

10.1.4 Annual Leave Loading

A loading of seventeen and a half percent (17.5%) will be paid to employees on any period of annual leave prospectively taken during the course of their employment over the life of this agreement. The loading is calculated on the Employee's base salary.

10.2 PERSONAL LEAVE

Personal leave is available in circumstances where the employee sustains an illness or injury, which results in the employee being unable to perform their normal duties. Personal leave will also be available where an employee is required to attend a pre-booked medical appointment (including dental, surgery, or vaccinations).

Entitlement

- Every employee, except a casual employee, is entitled to be paid personal leave at the nominal rate of one (1) day per month of service up to a maximum of 12 days per completed year of service, unless provided for in an alternative employment arrangement provided for under this Agreement;
- Part-time employees accrue personal leave on a pro rata basis;
- Payment for personal leave will be made based on the number of hours that would have been worked by the employee if they were not absent on personal leave;
- Personal leave may be taken for part of a day; and
- New employees can access up to six (6) days of Personal Leave accrual in advance for the first 6 months of employment, with accruals to commence prospectively after 6 months.

Employee must give notice

The payment of personal leave is subject to the employee promptly advising their supervisor at the first opportunity of their absence and its expected duration.

Evidence supporting a claim

When the employee's absence is for more than five (5) consecutive working days (consecutive days include the days immediately preceding and following a weekend, public holiday or RDO), the employee is required to give Energy Queensland a doctor's certificate, or other reasonably acceptable evidence to Energy Queensland's satisfaction, about the nature and approximate duration of the illness as soon as reasonably practicable (which may be a time after the leave has started).

Where an employee is subject to a coaching plan for absence management related issues, Energy Queensland may seek medical evidence to support each day of the employee's absence.

10.2.1 Concessional Personal Leave

A concessional personal leave entitlement of 13 weeks will be credited to employees who have been employed in a Queensland Government owned electricity entity for 25 years, without a break of employment exceeding three (3) months.

10.2.2 Concessional Personal Leave - Returned Service Personnel

Returned service personnel will be granted a special credit of sixty-five (65) working days Personal Leave of absence, for illness directly attributable to active service caused disabilities.

Eligibility for this entitlement will be conditional on the employee providing documentary evidence from the Department of Veteran' Affairs, that the disability has been accepted by that Department as attributable to active service.

Claims against this entitlement will be considered even when an employee has a credit of normal Personal Leave.

A medical certificate or other reasonably acceptable evidence to Energy Queensland's satisfaction, about the nature and approximate duration of the illness is required where the absence is for more than two (2) days.

Employees who consider they are eligible for this entitlement should make application, supported by the necessary documentary evidence to Human Resources.

Applications for taking of Personal Leave should be lodged in the normal manner. However, claims for debits against this entitlement should specifically indicate that the absence was associated with the employee's disability which has been accepted by Energy Queensland as being the result of active service.

10.3 SPECIAL CIRCUMSTANCES LEAVE

Where special circumstances arise Energy Queensland may grant to an employee additional leave with pay under such conditions or limitations as Energy Queensland will determine.

Such leave will only be provided where an employee has exhausted all accrued leave entitlements and appropriate evidence to the satisfaction of Energy Queensland is provided to support the requirement for additional leave. For example, where an employee or immediate member of the employee's family requires ongoing medical care for a life-threatening injury or illness. Such approval will require written evidence to the satisfaction of Energy Queensland which will not unreasonably be refused.

10.3.1 Family and Domestic Violence Leave

Paid domestic and family violence leave is available to support employees experiencing the effects of domestic and family violence by providing access to paid leave and support and will not be unreasonably withheld. The amount of paid leave that may be reasonably required is not capped and other leave balances do not need to be taken or exhausted prior to accessing domestic and family violence leave. In the case of accessing leave for domestic and family violence purposes, an employee will have access to a minimum of 10 days per year of paid leave.

In approved circumstances Energy Queensland will advance wages, e.g a week's wage to the employee to support them during the crisis period to establish a new life. Repayment arrangements will be mutually agreed and implemented over a reasonable timeframe without imposing undue financial hardship.

An employee experiencing the effects of domestic and or family violence may seek assistance to access paid leave through their manager and / or human resources.

Domestic and/or family violence support leave can be taken as a part day absence and leave with pay for domestic and family violence purposes counts as service for all purposes.

Leave provisions and requirements will be available in accordance with Energy Queensland policy, including:

- Individual Support
- Confidentiality
- Adverse action
- Contact person
- Workplace Safety Planning Strategies

Any changes to the Policy will be done through agreement with the Parties.

10.3.2 Additional Health and Wellbeing Special Leave

Upon operation of this agreement employees may access up to ten (10) days of Special Leave per annum, which resets on 1 March each year. This leave will apply to health and wellbeing matters which may include the following:

- Reproductive appointments (eg IVF and vasectomy), menopause or menstruation matters;
- Gender Affirmation; and
- Trauma experiences whilst carrying out usual workplace duties. For Example, exposure to major workplace incidents such as electric shock, fire, physical or verbal threats of violence or death of other parties.

10.3.3 Additional Mental Health Special Leave

Upon operation of this agreement employees may access up to ten (10) days of Mental Health Special Leave per annum, to assist employees to manage their mental health. This leave will reset on 1 March each year.

10.3.4 Special Leave – Additional Parental Leave

Any unused portion of Health and Wellbeing Special Leave and or Mental Health Special Leave from the previous twelve months may be taken at the commencement of paid parental leave. This leave will not accrue if unused. Accessing such leave would not reduce an employee's entitlement to the 14-week paid primary care giver leave entitlement; or the 1-week secondary care giver leave entitlement.

These arrangements will be reviewed subject to any whole of Government changes/enhancements to parental leave.

10.4 CARER'S LEAVE

10.4.1 Use of Personal Leave

An employee with responsibilities in relation to either members of their immediate family or members of their household will be entitled to use their accrued Personal Leave entitlement for absences to provide care and support for such persons when they are ill or injured, or because of an unexpected emergency affecting a member of their immediate family or members of their household.

The employee will, if requested, provide reasonable evidence to Energy Queensland's satisfaction that the person concerned requires care by another.

In normal circumstances, an employee will not take carer's leave where another person has taken leave to care for the same person.

Carer's leave may be taken for part of a single day.

The employee will, where practicable advise Energy Queensland at the first opportunity:

- Give notice prior to the absence;
- The name of the person requiring care and their relationship to the employee;
- The reasons for taking such leave; and
- The estimated length of absence.

10.4.2 Alternative Carer's Leave Arrangements

Where an employee has exhausted their entitlement to paid carer's leave, subject to approval by Energy Queensland the employee may take unpaid carer's leave or the following types of leave in the manner prescribed below:

Annual Leave

An employee may elect, with the consent of Energy Queensland, to take annual leave at a time or times agreed between the parties which may be taken in single day periods or parts thereof in any calendar year at a time or times agreed between the parties.

Time Off in Lieu (TOIL)

An employee may elect, with the consent of Energy Queensland to take time off in lieu of payment for overtime at a time or times agreed with Energy Queensland to discharge a responsibility to care for or support a person whether personal or not.

Overtime taken as time off during ordinary time hours will be taken at the ordinary time rate that is an hour for each hour worked.

Energy Queensland will, if requested by an employee, provide payment at the rate provided for the payment of overtime in this Agreement, for any overtime worked, in accordance with this Clause where such time has not been taken within four (4) weeks of accrual.

Make-Up time

An employee may elect, with the consent of Energy Queensland, to work 'make-up time', under which the employee takes time off ordinary hours, and works those hours at a later time, during the spread of ordinary hours provided in this Agreement, at base rates.

An employee on shift work may elect, with the consent of Energy Queensland, to work make-up time under which the employee takes time off ordinary hours and works those hours at a later time, at the shift rate which would have been applicable to the hours taken off.

10.5 COMPASSIONATE LEAVE

An employee including long term casuals will, on the death of their:

Legal Guardian;	Mother-in-law or Father-in-law;
Step-father or Step-mother;	Half brother or Half sister;
Step-brother or Step-sister;	Brother-in-law or Sister-in-law;
Niece, Nephew;	Uncle, Aunt;
Cousins;	Son-in-law or Daughter-in-law;
Grandfather or Grandmother;	Grandson or Granddaughter;
Great Grandfather or Great Grandmother;	Spouse;
Former spouse;	Ex-foster child; or
Ex-nuptial child;	Ex-foster parent;
Step Grandparents.	

will be entitled on notice to two (2) ordinary days of compassionate leave without loss of pay. The period of leave will not exceed the number of hours worked by the employee on two (2) ordinary days.

On the death of an employee's wife, husband, de facto, child/step child, mother or father, brother or sister they may access up to ten (10) days of compassionate leave.

Reasonable additional compassionate leave may be provided at Energy Queensland's discretion where an employee has assumed significant responsibility for the arrangements of ceremonies resulting from the death, or where cultural obligations necessitate a longer period of bereavement leave.

Compassionate leave can be split to allow a period of leave prior to the funeral and then for attendance at the funeral at a later date.

In addition, where the employee must travel extensively for the purpose of bereavement leave, an employee will be entitled up to a maximum of two (2) additional days without loss of pay on each occasion.

In each case, satisfactory evidence must be provided if requested by Energy Queensland.

Any claims for compassionate leave for a person not listed above must be referred to Human Resources.

Energy Queensland may approve unpaid leave where the period of paid compassionate leave is insufficient.

A "long term casual employee" is a casual employee engaged by Energy Queensland, on a regular and systematic basis, for several periods of employment during a period of at least one (1) year immediately before the employee seeks to access compassionate leave. Casual employees with less than one (1) year of service may access two (2) ordinary days of unpaid compassionate leave.

10.6 PARENTAL LEAVE

Energy Queensland will provide parental leave (including adoption, guardian and/or surrogacy leave) in accordance with the requirements of the Fair Work Act 2009 (Cth), including any request for extension.

The entitlement to parental leave for casual employees is limited to those casual employees who would qualify for parental leave pursuant to the Fair Work Act 2009.

On becoming aware that an employee or the employee's spouse, is pregnant, or that the employee is adopting a child, or becoming the guardian of a child who has not previously resided with them, or that an employee is an intended parent under a surrogacy arrangement, Energy Queensland must inform the employee of:

- Statutory entitlement to parental leave;
- Entitlement to paid parental leave; and
- Energy Queensland's parental leave policy.

Additionally, Energy Queensland will provide paid parental leave at the employee's ordinary rate of pay to employees with 12 months continuous service as follows:

Table 1

Leave	Entitlement	Payment
Paid Primary Caregivers Parental Leave	Employees who take responsibility to provide primary care during the first twelve months from the date of birth or placement	14 calendar weeks (this may be accessed at half pay over 28 weeks). Up to 20 days Health and Wellbeing Special Leave or Mental Health Special Leave. An employee will be entitled to access the balance of any days not taken during the previous 12 months.
Secondary Caregivers Parental Leave	Employees who provide secondary care at the time of birth or placement.	1 calendar week (this may be accessed at half pay over 2 weeks). Up to 20 days Health and Wellbeing Special Leave or Mental Health Special Leave. An employee will be entitled to access the balance of any days not taken during the previous 12 months.
Special Parental Leave	The pregnancy of an employee terminates within 28 weeks but before 20 weeks of the expected date of birth of the child other than by the birth of a living child. Employees who experience a pregnancy related illness or whose pregnancy ends/terminates other than by live birth of a child. An employee experiencing pregnancy related illness prior to taking parental leave.	Period of leave as required by a medical practitioner. Up to 14 calendar weeks (this may be accessed at half pay over 28 weeks). An employee may elect to return to work earlier. Personal Leave, unpaid leave for as long as a medical practitioner certifies as necessary.

	<p>Employees who are primary caregivers to a child requiring Neonatal Intensive Care Unit care or other Special Care unit care may access special paid leave arrangements to support caring for their child.</p>	<p>An employee will be entitled to special paid leave from the date of birth of the child until the expected commencement date of parental leave.</p> <p>Any period of special paid leave accessed during the period the child is in the Neonatal Intensive Care Unit will not reduce the 52 week period.</p>
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Note: All entitlements in *Table 1* are the same in instances of adoption or guardian leave. The paid Special Leave arrangements noted in *Table 1* above will be reviewed subject to any whole of Government changes/enhancements to parental leave.

10.6.1 Parental Leave and Other Leave Entitlements

Provided the aggregate of any leave, including leave taken under Parental Leave, does not exceed the period to which the employee is entitled, an employee may, in lieu of or in conjunction with Parental Leave, take any Annual Leave or Long Service Leave or any unused portion of Health and Wellbeing Special Leave and Mental Health Special Leave or any part thereof to which they are entitled.

In the event the parental leave entitlement for State Government employees increases above the paid parental leave entitlement offered at EQL (including the additional weeks provided for through Health and Wellbeing Special Leave and or Mental Health Special) then EQL will match the entitlement offered by the State Government. In such circumstances, the Health and Wellbeing Special Leave and or Mental Health Special entitlements may no longer apply for the purpose of additional parental leave.

There will be no changes to parental leave entitlements in circumstances where the entitlement offered to EQL employees under this Agreement and through policy (including the additional weeks entitlement provided for through Health and Wellbeing Special Leave and or Mental Health Special) is more advantageous than what is offered to State Government workers

Where an entitlement exists, an employee may also elect to take any accrued Annual Leave or Long Service Leave at half pay in conjunction with paid Parental Leave, provided the maximum period of leave at half pay does not end beyond fifty-two (52) weeks.

Paid Personal Leave or other paid authorised absences (excluding Annual Leave, Long Service Leave, Health and Wellbeing Special Leave or Mental Health Special Leave) will not be available to an employee during their absence on Parental Leave.

10.6.2 Special Adoption Leave

Energy Queensland will grant to any employee who is seeking to adopt a child, such unpaid leave not exceeding two (2) days, as is required by the employee to attend any compulsory interviews or examinations as are necessary.

10.6.3 Superannuation on Unpaid Parental Leave

Superannuation contributions will continue to be paid during the period of paid and unpaid parental leave, up to a maximum of 52 weeks. Where half pay is applicable, superannuation contributions will continue at the full-time rate.

Where an employee is working in a part-time capacity prior to parental leave, superannuation contributions will be made at the part-time rate during a period of unpaid leave or half-pay.

10.6.4 Breastfeeding at Work

Energy Queensland is committed to supporting our employees and their breastfeeding needs (including expressing milk) at work by:

- Providing suitable facilities for breastfeeding or expressing milk and the safe and secure storage of milk;
- Providing suitable paid breastfeeding breaks to facilitate breastfeeding or expressing milk: and
- Providing flexible working options to support breastfeeding needs.

Employees are able to take breaks for breastfeeding needs (or expressing milk) during work hours as follows:

- One (1) half hour paid breastfeeding break for employees who have worked 4 hours or less a day; or
- Two (2) half hour paid breastfeeding breaks (or a total of 1 hour) for employees who have worked over 4 hours a day.

The paid breastfeeding breaks are inclusive of paid rest pauses. For employees requiring more than the applicable paid breastfeeding break/s, employees may apply for a flexible work arrangement or leave to cover the time in excess.

Paid parental leave, (with the exception of the Government Paid Parental Leave Scheme) will be counted as service for the accrual of all entitlements.

10.6.5 Nature of Part-Time work

An employee may request to return to work on a part time basis following parental leave. The duties and workloads for part time employment will be appropriate to the relevant part time arrangements mutually agreed.

10.7 LONG SERVICE LEAVE

10.7.1 Entitlement

An employee is entitled to thirteen (13) weeks Long Service Leave on the completion of ten (10) years continuous service.

Employees will be entitled to take proportionate long service leave after seven (7) years continuous service recognised by Energy Queensland. An employee may access their long service leave after seven (7) years of employment at the pro rata rate. An employee's entitlement to long service leave after ten (10) years of continuous service will be reduced by any proportionate long service leave taken.

Where an employee has more than five (5) years of service and is over fifty-five (55) years of age, they can access pro-rata long service leave under a formalised transition to retirement arrangement.

10.7.2 Entitlement on Termination of Employment

Notwithstanding, an employee will be entitled to a proportionate payment for Long Service Leave on the termination of the employee's service in the following circumstances:

- An employee fifty-five (55) years of age or older resigns and has at least five (5) years continuous service ending when the employee resigns.
- An employee under fifty-five (55) years of age and has at least five (5) years continuous service resigns as a result of illness or injury and provides Energy Queensland with a medical certificate, from an

appropriate doctor, stating they are unable to continue in their employment with Energy Queensland because of the employee's ill health.

- An employee's service ceases because of the employee's death and they had at least five (5) years continuous service ending when the employee dies.
- An employee resigns because of a domestic or other pressing necessity and has at least seven (7) years continuous service ending when the employee resigns.
- An employee's service is terminated by Energy Queensland for a reason other than the employee's conduct, capacity or performance and has at least seven (7) years continuous service when the employee's service is terminated.
- On completion of ten (10) years of service, any unused accrued long service leave.

The amount of proportionate payment will be equal to the amount that would have been paid to the employee if the employee had taken all Long Service Leave to which the employee was entitled on the last day of employment.

If an employee has died, Energy Queensland will pay the amount as soon as is practicable to the persons (if any) who, Energy Queensland is satisfied, are completely or substantially dependent on the earnings of the employee; or in other cases to the employee's personal representative.

Appropriate doctor means a doctor who Energy Queensland is satisfied has the appropriate expertise to decide whether or not the employee is able to continue in the employee's present employment.

10.7.3 Service Recognised for Long Service Leave

Continuous service means:

- Service that is continuous or taken to be continuous under Chapter 8 of the *Electricity Regulation 2006* (Qld), and
- A period of former service that is, under Chapter 8 of the *Electricity Regulation 2006* (Qld), recognised for working out the period of service of the employee in the Government Owned Electricity (GOE) industry; and

For an employee who became a GOE industry employee on 1 January 1995 because of the repealed *Government Owned Corporations (QGC Corporatisation) Regulation 1994* (Qld) or the repealed *Government Owned Corporations (QTSC Corporatisation) Regulation 1994* (Qld) - previous service, including broken service, recognised as service for Long Service Leave purposes under the repealed *Electricity Act 1976* (Qld).

10.7.4 Casual Employees – Service and Continuity of Service

The service of an employee who has been employed more than once by one or more GOE employers over a period is continuous service with Energy Queensland even though:

- the employment is broken; or
- any of the employment is not full-time employment; or
- the employee is employed by the entity or entities under two (2) or more employment contracts; or
- the employee would, apart from this section, be taken to be engaged in casual employment; or
- the employee has engaged in other employment during the period.

Continuous service ends if the employment is broken by more than three (3) months between the end of one employment contract and the start of the next employment contract.

In working out the length of a casual employee's continuous service, service by the employee before 23 June 1990 will not be taken into account. A period when the employee was not employed by Energy Queensland or another GOE employer will be taken into account, provided that continuous service ends if the employment is broken by more than three (3) months between the end of one employment contract and the start of the next employment contract.

10.7.5 Periods of Absence Without Pay That Count As Service

An employee's absence without pay from employment is counted as service only if:

- the absence is as sick leave for no more than three (3) months; or
- the employee is paid for the absence under the *Workers' Compensation and Rehabilitation Act 2003* (Qld) as amended from time to time for an injury sustained by the employee; or
- the absence is for leave, other than sick leave, of no more than two (2) weeks granted by Energy Queensland; or
- Energy Queensland has approved the inclusion of the period of the absence in the employee's period of service for this part; or
- the employee is a casual employee and Clause 10.7.4 applies.

10.7.6 Calculation of Long Service Leave – Full-Time and Part-Time Employees

The calculation of Long Service Leave will be in hours as has been agreed between Energy Queensland and Parties to this Agreement and will be at the rate of 1.3 weeks on the appropriate rate of pay for each year of the employee's continuous service.

The appropriate rate of pay is:

- for a full-time employee – at the full pay rate; and
- for a part-time employee – at a proportionate amount of full pay rate.

10.7.7 Calculation of Long Service Leave – Casual Employees

The minimum leave and amount payable to a casual employee for Long Service Leave is worked out using the following calculation:

$$\frac{\text{Actual service}}{52} \times \frac{13}{10} \times \text{hourly rate}$$

Actual service means the total ordinary working hours actually worked by the employee during the employee's period of continuous service.

The appropriate rate of pay for a casual employee is the hourly rate for ordinary time payable to the employee:

- if the employee takes the Long Service Leave – on the day the employee starts the leave; or
- if the employee's employment is terminated – on the day the termination takes effect.

10.7.8 Casual Employees—Conversion to Full Time Equivalent

Subject to Mutual Agreement a casual employee's entitlement to Long Service Leave may be taken in the form of its full-time equivalent.

Example – If a casual employee is entitled to be paid for two hundred and eighty-eight (288) hours Long Service Leave; the employee and Energy Queensland may agree that the employee takes eight (8) weeks leave (290 hours ÷ 36 hours = 8 weeks).

10.7.9 Energy Queensland's Right to Refuse or Defer Long Service Leave

Energy Queensland may refuse an employee's application for Long Service Leave where timely notice was not given; or the granting of the leave applied for would be unreasonably detrimental to operational requirements.

If the application is refused, Energy Queensland will arrange with the employee for the leave applied for to be taken as soon as is mutually convenient.

10.7.10 Minimum Period

The minimum period of Long Service Leave that may be granted at a time is one (1) day.

10.7.11 Energy Queensland's Right to Recall an Employee from Long Service Leave

If special circumstances exist, Energy Queensland may cancel Long Service Leave already granted or recall an employee to duty from Long Service Leave.

Where Energy Queensland cancels Long Service Leave or recalls an employee to duty, the employee may elect either:

- to take the Long Service Leave, or the balance of Long Service Leave, at a mutually convenient time; or
- to have the leave or balance of the leave re-credited to the employee's entitlement to Long Service Leave.

10.7.12 Public Holidays During Long Service Leave

Long service leave will be exclusive of any public holiday which may occur during the period of leave.

10.7.13 Illness During Long Service Leave

Employees falling ill while on Long Service Leave can on the production of a medical certificate from a recognised medical practitioner or other reasonably acceptable evidence to Energy Queensland's satisfaction, about the nature and approximate duration of the illness, convert that proportion of their Long Service Leave to their Personal Leave entitlement where the claim is for a minimum of two (2) working days incapacity.

If an employee is granted a period of Personal Leave, the day the employee is to resume duties after the Long Service Leave will not be affected and the adjusted period is added to the employee's entitlement to Long Service Leave.

Subject to Mutual Agreement the period for which the employee is currently absent on Long Service Leave may be extended. If Energy Queensland agrees to the request:

- the period for which the employee is currently absent on Long Service Leave will be extended by the adjusted period; and
- the employee's entitlement to Long Service Leave is not affected.

10.7.14 Preservation of Particular Existing Rights

An employee who became a GOE industry employee on 1 January 1995 because of the repealed *Government Owned Corporations (QGC Corporatisation) Regulation 1994* (Qld) or the *Government Owned Corporations (QTSC Corporatisation) Regulation 1994* (Qld); and under the Long Service Leave arrangements of the repealed *Electricity Act 1976* (Qld) would have been entitled:

- to a greater period of Long Service Leave; or
- to a greater amount of cash equivalent of Long Service Leave; or
- either to Long Service Leave or to a cash equivalent of Long Service Leave under the arrangements and who is not entitled to Long Service Leave or a cash equivalent of Long Service Leave under this part.

The employee is entitled to be granted the greater period of Long Service Leave; or paid the amount of cash equivalent of Long Service Leave that is greater in amount; or granted the Long Service Leave or paid the cash equivalent of Long Service Leave to which the employee would have been entitled if the Long Service Leave arrangements had remained in force.

10.7.15 Long Service Leave at Half Pay

Employees may request to access periods of long service leave at half pay. Approval of long service leave at half pay will not be unreasonably refused.

10.8 PUBLIC HOLIDAYS INCLUDING LABOUR DAY

All work done by any employee on:

- The 1st January;
- The 26th January;
- Good Friday;
- Easter Saturday (the day after Good Friday);
- Easter Sunday;
- Easter Monday;
- The 25th April (ANZAC Day);
- The Birthday of the Sovereign;
- Christmas Eve (part day – 6pm to midnight);
- Boxing Day;
- Any other day declared or prescribed under law or State or Territory; or
- Any day appointed to be kept in place of any such holiday or any additional day appointed will be paid for at the rate of double time and a-half with a minimum of four (4) hours.

All work done by any employee on Christmas day (25th December) will be paid for at the rate of quadruple time (400%) with a minimum of four (4) hours.

10.8.1 Employees Who Do Not Work Monday to Friday of Each Week

Employees who do not ordinarily work Monday to Friday of each week are entitled to public holidays as follows:

- A full time employee is entitled to either payment for each public holiday or a substituted day's leave.
- A part time employee is entitled to either payment for each public holiday or a substituted day's leave provided that the part time employee would have been ordinarily rostered to work on that day had it not been a public holiday.
- Where a public holiday would have fallen on a Saturday or a Sunday but is substituted for another day all employees who would ordinarily have worked on such Saturday or Sunday but who are not rostered to work on such day are entitled to payment for the public holiday or a substituted day's leave.
- Nothing in this Clause confers a right to any employee to payment for a public holiday as well as a substituted day in lieu.

10.8.2 Labour Day

All employees will be entitled to be paid a full day's wage for Labour Day (the first Monday in May or other day appointed to be kept in place of that holiday) irrespective of the fact that no work may be performed on such day, and if any employee concerned actually works on Labour Day, such employee will be paid a full day's wage for that day and in addition, a payment for the time actually worked by the employee at one and a-half times the base rate prescribed for such work with a minimum of four (4) hours.

10.8.3 Agricultural/Horticultural/Industrial Show Public Holiday

All employees will be entitled to only one (1) Agricultural/Horticultural/Industrial Show Holiday per annum. Where employees are not in a position to access an agricultural/horticultural show holiday in their region, they can claim only one (1) of the following options:

- One (1) day to be allocated to their Annual Leave accrual; or
- Work on the day that the holiday is appointed will be paid at a rate of double time and a-half, with a minimum of four (4) hours.

10.8.4 Double Time and a Half

For the purposes of public holidays where the rate of salary is a weekly rate, “double time and a-half” will mean one and one-half day’s salary in addition to the prescribed weekly rate, or pro rata if there is more or less than a day.

10.8.5 Payment for Work Performed Outside Ordinary Hours on a Public Holiday

All time worked by employees (excluding shift workers) on public holidays outside the ordinary working hours specified in this Agreement, prescribed by a roster, or usually worked on the day of the week on which the holiday falls, will be paid at double the applicable overtime rate.

10.8.6 Stand Down

Any and every employee who, having been dismissed or stood down by Energy Queensland during the month of December in any year, will be re-employed by Energy Queensland at any time before the end of the month of January in the next succeeding year will, if that employee will have been employed by Energy Queensland for a continuous period of two (2) weeks or longer immediately prior to being so dismissed or stood down, be entitled to be paid and will be paid by Energy Queensland (at the base rate payable to that employee when so dismissed or stood down) for any one or more of the following holidays, namely, Christmas Day, Boxing Day, and the first day of January occurring during the period on and from the date of the dismissal or standing down to and including the date of re-employment as aforesaid.

10.8.7 Public Holiday Meal Allowances

All employees, who as a part of their ordinary roster are required to work on a public holiday will be paid a meal allowance for work performed that continues for more than one (1) hour past noon, and/or one (1) hour past 6pm; provided that work is commenced prior to noon or 6pm respectively. This payment is to be made in lieu of the overtime meal allowance payments.

10.9 PURCHASED LEAVE

Employees may apply at any time to purchase up to four (4) weeks additional leave per year with salary payments averaged until the equivalent Purchased Leave period is paid off.

Access to purchased leave is subject to the following conditions:

- The approval of purchased leave is at the sole discretion of Energy Queensland, after taking into account issues such as operational requirements and other business needs, including maintaining equity in the distribution of approved leave and high demand leave periods;
- Purchased leave is not available where employees have at the time of applying for leave, an annual leave balance equivalent to more than two (2) years entitlement;
- Purchased leave must be taken in blocks of at least one (1) full week up to a maximum of four (4) weeks;
- Purchased Leave must be paid for in full prior to the employee commencing the Purchased Leave;
- The timing of purchased leave must be specified at the time of purchase but may be varied by Agreement;

- Purchased leave arrangements must be agreed to on an individual basis each twelve (12) month period;
- Applications for purchased leave can only be made once every twelve (12) month period;
- If an employee is sick while on purchased leave and obtains a medical certificate from a recognised medical practitioner, those days covered by the medical certificate with a minimum of two (2) working days, will be re-credited to the employee's purchased leave credits;
- Purchased leave, once approved, counts as service for all-purposes;
- Purchased leave not taken by the specified date will be forfeited and the value of the leave refunded at the rate it was purchased. Exceptions to this may exist in cases of hardship, which will be considered on a case by case basis and paid on approval to terminate the arrangement; and

Participation in purchased leave will not affect an employee's final average salary for the purposes of superannuation.

10.10 LEAVE WITHOUT PAY

Leave without pay is available to meet an employee's personal needs including a career break, study, and exceptional or extenuating circumstances.

At the sole discretion of Energy Queensland, an employee may be granted leave without pay, subject to the following provisions:

- Periods of unpaid leave will not normally exceed 52 weeks, however longer periods may be granted;
- The extent to which other appropriate forms of leave are available or exhausted shall be considered before unpaid leave is granted; and
- The minimum notice for an application for unpaid leave is eight (8) weeks. It is recognised that for applications of an emergency or extenuating circumstances, this period may be waived, provided the employee provides as much notice as possible.

10.11 CULTURAL LEAVE

Energy Queensland acknowledges and respects the diverse backgrounds and experience of our employees, which reflects the diversity of the Australian community within which we work. As part of this acknowledgement, employees are eligible for up to two (2) paid leave days per annum for cultural leave. This leave can be used for cultural or religious celebrations or days of significance to the employee, such as NAIDOC week celebrations, Diwali, Ramadan or Lunar New Year.

It can also be used to fulfill cultural obligations, including Sorry Business and Sad News leave in addition to compassionate leave entitlements. Requests for additional cultural leave will not be unreasonably withheld.

Employees are also encouraged to bank or swap their RDOs, utilise annual leave or take time off in lieu to take part in activities associated with their culture or ethnicity.

10.12 JURY SERVICE

An employee, other than a casual employee, required to attend for jury service during their ordinary working hours will be reimbursed by Energy Queensland an amount equal to the difference between the amount paid in respect of their attendance for such jury service and the ordinary pay the employee would have been paid if the employee was not absent on jury service.

Alternatively, by Agreement, fees (other than meal allowance) received by the employee to attend jury service will be paid to Energy Queensland and Energy Queensland will continue to pay the employee their ordinary pay for the time the employee was absent on jury service.

Employees will notify Energy Queensland as soon as practicable of the date upon which they are required to attend for jury service and will provide Energy Queensland with proof of such attendance, the duration of such attendance and the amount received in respect thereof.

If the employee is not required to serve on a jury for a day or part of a day after attending for jury service and the employee would ordinarily be working for all or part of the remaining day, the employee must, if practicable, present for work at the earliest reasonable opportunity.

Ordinary pay means the rate of pay that an employee would normally expect to receive for working ordinary hours on an ordinary day of the week, including any over-award payment.

Ordinary pay excludes overtime, penalty rates of all types - including those attached to working ordinary hours (for example) on a Saturday, disability Allowances, shift Allowances, special rates, fares and travelling time Allowances, bonuses and other ancillary payments of a like nature.

10.13 FOSTER CARERS LEAVE

Energy Queensland acknowledges the contribution of Foster Carer's within the community. In recognition of their needs, employees with Foster Carer's responsibilities may apply for leave to attend to Foster care responsibilities and matters from time to time.

Employees are encouraged to bank or swap their RDOs, utilise annual leave or take time off in lieu to take part in activities associated with their Foster care responsibilities. However, in circumstances where this is not possible, employees may apply for leave without pay in accordance with the leave without pay provisions.

Energy Queensland employees may apply to use accrued personal leave for absences to provide care and support for their foster child/children when they experience a medical condition in accordance with Clause 10.4 of this Agreement.

10.14 NATURAL DISASTER LEAVE

Employees will be provided with Natural Disaster and emergencies leave on full pay up to a maximum of five (5) days per event in accordance with the guideline.

PART 11 FLEXIBLE WORKING INITIATIVES

11.1 FLEXIBLE WORKING INITIATIVES

Flexible Working Initiatives allow an employee to balance personal or family needs and preferences with work commitments. Energy Queensland acknowledges the importance of employees maintaining a balance, and provides discretionary benefits in this Agreement to allow employees to organise their working arrangements in a more flexible way, subject to operational needs. This includes:

- Job Sharing;
- Working from Home;
- Part Time Study Leave Arrangements;
- Transition to Retirement Arrangements; and
- Individual Flexibility Arrangements.

Requests made in accordance with the *Fair Work Act 2009* (Cth) will not be unreasonably refused. These include:

- Are the parent or have responsibility for the care, of a child who is school aged or younger;
- are a carer (under the *Carer Recognition Act 2010* (Cth));
- have a disability;
- are 55 or older;
- are experiencing family or domestic violence; or
- provide care or support to a member of their household or immediate family who requires care and support because of family or domestic violence.

Energy Queensland will provide employees with information and education highlighting the choice and flexibility provided by this Agreement in areas such as balancing work and personal lives.

11.2 JOB SHARING

Job sharing is where two (2) or more employees are able to make arrangements that allow the employees concerned to share one (1) permanent position.

Approval of Job Share will be at the discretion of Energy Queensland and subject to Mutual Agreement between the relevant supervisor/manager and the individual employees concerned, on the hours to be worked and roster arrangements that ensure the arrangement is cost neutral to Energy Queensland.

The employees are required to meet the daily/weekly/monthly hours of the position as determined between the employees concerned, based on their respective personal needs, in consultation with and as approved by their supervisor. Other flexible arrangements such as the individual employees sharing the job via extended block periods up to six (6) months will be considered subject to operational requirements or constraints.

Employees who enter these arrangements will be paid ordinary time rates of pay for all hours that make up the aggregated hours of work of the nominated employee representative position. Overtime will only be paid when the daily ordinary hours are exceeded (8 Hours) and/or the weekly hours of either 36 hours (nine (9) day fortnight) or forty (40) hours (ten (10) day fortnight). Annual Leave and other notified leave requirements will be covered between the employees involved up to the 36 hours per week (nine (9) day fortnight) or forty (40) hours per week (ten (10) day fortnight) at base rates of pay.

Accrual of Annual Leave, Personal Leave and Long Service Leave will be calculated on a pro rata basis on the actual hours worked and recorded by each individual.

11.3 WORKING FROM HOME

Energy Queensland recognises that there are circumstances where a work from home arrangement may assist employees to balance their work and other responsibilities.

An employee may work from home up to a maximum of 50% of the hours of their fortnightly ordinary rostered hours.

Approval of such arrangements will continue to be subject to consultation and based on operational requirements.

Where an ongoing working from home arrangement is approved an employee may be required to participate in a flexible desk arrangement. This will be subject to consultation to ensure successful flexible workspace environments and will take into consideration the needs of employees that require special adjustments to a workstation in order to maintain a safe working environment.

Further information is contained in the Energy Queensland Flexible Work Guide. Additionally, an employee and Energy Queensland may agree for the employee to work from home on an ad-hoc basis.

11.4 PART TIME STUDY LEAVE ARRANGEMENTS

In circumstances where study has been approved by Energy Queensland on the basis of providing a mutual benefit for the employee and Energy Queensland, the following part time study leave arrangements may apply:

To support further learning developments, employees who are studying approved courses part time, including distance learning programs, Energy Queensland will provide at least one (1) day paid time off per fortnight to attend compulsory classes or five (5) days paid time off per semester to attend compulsory residential/practical courses including associated travel (external students).

Energy Queensland will also provide paid time off to sit for examinations which also include time required to travel to the venue. Energy Queensland will also facilitate time off for employees for pre-examination study and for final preparation of a thesis or similar work.

11.5 TRANSITION TO RETIREMENT ARRANGEMENTS

Transition to Retirement Arrangements may be available to those employees considering full time retirement from the work force and who may consider a transition period to retirement. This is in recognition of the need to facilitate the transfer of corporate knowledge, skills and provide guidance and mentoring to other employees prior to retirement, for the mutual benefit of the employee and Energy Queensland.

Transition to Retirement Arrangements may include but is not limited to the following:

- Utilisation of accrued leave to maintain full time status while working part time hours without reduction in superannuation benefits.
- Working agreed blocks of work (annualised hours) using a combination of either accrued leave, banked RDO'S, TOIL, annualised hours or leave without pay over an agreed period of time. For example two (2) months work two (2) months leave in rotation.
- Working from home on a full or part time basis may also be considered where the nature of the work is operationally suitable.
- This arrangement shall be applied through access to long service leave at a minimum of one (1) day per week, in a regular pattern, over an extended period of time.
- Access to Job share arrangements in operational positions, where this meets operational requirements.
- Opt-out options for availability duty rosters, where individual circumstances support this (eg age, health). This may be subject to operational requirements.

Any such arrangements between Energy Queensland and the employee will be documented in writing confirming the agreed pattern of work required, which may include (as applicable,) weeks to be worked

over the period, minimum ordinary hours per week, the days on which the work is to be performed and daily starting and finishing times.

These arrangements may be varied by Mutual Agreement between the employee and Energy Queensland and documented.

All accrued leave entitlement balances accrued immediately prior to accepting a Transition to Retirement Arrangements will be maintained without reduction. On commencement of the Transition to Retirement Arrangement, all leave will accrue in accordance with the relevant hours of work Clauses within this Agreement and applicable legislation.

Energy Queensland commits to regularly review of transition to retirement guideline arrangements.

11.6 INDIVIDUAL FLEXIBILITY ARRANGEMENTS

- An employee may make a request to Energy Queensland to make an Individual Flexibility Arrangement to vary .
when their ordinary hours of work are performed.
- An Individual Flexibility Arrangement must be requested by the employee and cannot be initiated by Energy Queensland. Energy Queensland will consider the request against operational requirements. The Individual Flexibility Arrangement will be subject to mutual agreement.
- Energy Queensland must ensure that the terms of the Individual Flexibility Arrangement:
 - a. Are about permitted matters under section 172 of the *Fair Work Act 2009* (Cth);
 - b. Do not include unlawful terms under section 194 of the *Fair Work Act 2009* (Cth); and
 - c. Result in the employee being better off overall than the employee would be if no individual arrangement was made.
 - d. Will not impact upon workplace health and safety obligations (e.g. fatigue, security).
- The Individual Flexibility Arrangement must:
 - a. Name the parties of the agreement;
 - b. Be in writing and signed;
 - i. By the employee and Energy Queensland; and
 - ii. if the employee is under 18 years of age, signed by a parent or guardian of the employee.
 - c. Include details of;
 - i. The terms of the enterprise agreement that will be varied by the arrangement;
 - ii. How the arrangement will vary the effect of the terms; and
 - iii. How the employee will be better off overall in relation to those terms and conditions as a result of the arrangement.
 - d. State the day on which the arrangement commences.
- Energy Queensland must ensure that a copy of the Individual Flexibility Arrangement is given to the employee within fourteen (14) days after it is agreed to.
- An Individual Flexibility Arrangement may be terminated by either Energy Queensland or the employee:
 - a. By giving written notice of not more than twenty-eight (28) days; or
 - b. At any time if agreed to in writing by Energy Queensland and the employee.
- Energy Queensland will provide a report to the Energy Queensland Consultative Forum on the numbers and types of Individual Flexibility Arrangements entered into. This report will occur on a quarterly basis.

11.7 WORKFORCE PLANNING ISSUES

During the life of the agreement, the parties are committed to the establishment of a working party to review workforce planning issues, including:

- The maturing workforce;
- Attraction and retention of key skill areas; and
- Workforce diversity.

The working party will develop strategies to address the identified workforce planning issues.

11.7.1 Diversity in the Workplace

All parties will contribute to driving a diverse, equitable and inclusive organisation for the benefit of employees, business and customers. This includes working collaboratively with the parties to actively support initiatives and special measures to ensure a safe, inclusive and equitable organisation, reflective of Queensland communities.

11.8 DISABILITY MANAGEMENT

The Disability Management process will be engaged, where there is a requirement, due to residual impairment of functionality following illness or injury, to place an employee in gainful employment at an acceptable level of risk, or assist the employee to separate from the organisation. This applies to all employees who have a condition, which is of sufficient severity to result in a significant occupational disability.

The Case Manager will be an Energy Queensland Injury Management Advisor or another suitably qualified person.

11.8.1 Referral for Case Management

Employees should be referred for Disability Management when:

- An employee has undertaken workplace rehabilitation and has achieved optimal functioning but remains unable to undertake their usual work;
- An employee has a medical condition which results in a significant permanent disability;
- An employee has advised a supervisor that their capacity to perform allocated duties is permanently altered; or
- A supervisor, manager or other suitably qualified person recognises a problem, which warrants assessment and management under this policy.

11.8.2 Disability Case Management Process

Case Assessment

The Disability Case Management process will be **time limited to three (3) months**, except where it is agreed by the Case Manager that specified time extensions will be useful in progressing the case to an optimal conclusion.

On referral, the Case Manager will assess case status and, in particular, determine that genuine attempts have been made to rehabilitate employees to their pre-injury role. This can be determined by requesting or reviewing information from:

- The employee;
- Managers and supervisors;
- Workplace rehabilitation documents;

- Formal functional capacity assessment;
- Reports by treating medical practitioners; and
- Reports by assessors nominated by Energy Queensland.

Where the rehabilitation process has not been exhausted, the Case Manager will complete the rehabilitation process before progression to disability management.

Exploring Placement Options

When returning to usual duties is excluded as an option, the Case Manager will explore alternative placement opportunities, provide support and appropriate resources and document the actions taken.

Alternative placement strategies may include:

- Reasonable modification of the employee's usual duties;
- Job skills assessment, including:
 - Vocational assessment; and/or
 - Temporary job placement for purposes of skills or aptitude assessment;
- Re-skilling for other duties including retraining;
- Placement support including:
 - Assistance to develop a resumé;
 - Guidance and support through the job application, selection and interview process; and/or
 - Distribution of resumé for consideration for suitable vacancies within Energy Queensland.

AND/OR

- Reasonable outplacement assistance.
- Separation.

Where position readjustment, re-skilling, redeployment and outplacement are unsuccessful and the employee is unlikely to maintain gainful employment with Energy Queensland, then the Case Manager will recommend separation of the employee from Energy Queensland.

Assistance to Separate

- a. The Case Manager will facilitate the employee obtaining advice on appropriate financial entitlements including resignation, early retirement, redundancy, superannuation and social security benefits.
- b. The Case Manager will assist the employee to make application, where applicable, for superannuation benefits, including retirement due to serious ill health or total and permanent disablement.
- c. An employee may be eligible for an Extraordinary Early Separation Payment when the following criteria are met:
 - The employee's functional capacity is unlikely to improve with any other form of intervention and it can be concluded that all reasonable rehabilitation and disability management options are exhausted;
 - The employee is not eligible for total and permanent disablement superannuation benefit;
 - In the case where the employee's disability has arisen as a result of a compensable condition but the employee does not have an avenue to proceed to common law;
 - The employee's position is not redundant or likely to become redundant; and
 - The employee is unable to return to their usual duties and is unlikely to be placed in alternative gainful employment with Energy Queensland in the foreseeable future.
- d. The employee applies for this payment in writing to their Executive General Manager before resigning from Energy Queensland.

- e. An employee continues to be eligible for the payment when, after making application for this payment they resign while the Superannuation Board is assessing their application for medical retirement, and they are subsequently approved a benefit less than Total and Permanent Disablement.
- f. The benefit available under the Extraordinary Early Separation Payment will be equal to 26 weeks' pay (at current base rate salary) except, in the case of the Defined Benefit Superannuation Fund, where a Serious Ill Health benefit is payable. In these cases, the Extraordinary Early Separation Payment may be reduced to ensure that combined payment will not exceed the Total and Permanent Disability benefit, if it had been payable.
- g. Where an employee is eligible for the Extraordinary Early Separation Payment, the Case Manager will provide a report to the relevant Executive General Manager detailing the case, including the benefit calculation. Following endorsement by the relevant Executive General Manager, the report will be forwarded to the Chief Executive Officer for approval pending the Superannuation Board's determination of a benefit less than Total and Permanent Disablement.
- h. Where the employee does not accept the Superannuation Board's determination, and the employee does not resign, however the Disability Management process is complete, the Case Manager will refer the case to the Human Resources for resolution.

PART 12 TRAINING AND DEVELOPMENT

12.1 TRAINING AND DEVELOPMENT

The Parties to this Agreement recognise that, in order to increase the efficiency, productivity and competitiveness of Energy Queensland a greater commitment to training and skill development is required.

Accordingly, the Parties commit themselves to optimising capability, performance and the career options of employees by:

- Training, retraining and educating employees where appropriate;
- Career development and equal opportunity;
- Providing timely advice and consultation with employees and their representatives with regard to any changes to training and development programs which may impact employees; and
- Providing employees with career opportunities through appropriate training to acquire additional skills.

The Parties agree with respect to the training and development of employees that:

Each employee will be encouraged to and have access to learning processes and resources to meet the needs of their position description through a mutually agreed employee development plan and a set of prioritised learning opportunities which should be reviewed annually.

Should the employee's access to learning processes and resources not be available within the mutually agreed timeframe, then the employee and Energy Queensland will review and possibly modify the development plan. An employee's access to an employee development plan will not be unreasonably delayed or withheld. Where an employee has concerns regarding their access to an employee development plan, they can escalate this to their next level manager and/or access the grievance and dispute resolution procedure outlined in Part 2 of this Agreement.

Employee development plans should seek to professionally develop employees so that they can satisfy key position accountabilities and improve career development prospects, where it satisfies the business requirements of Energy Queensland. Any training associated with the development plan may be provided either externally or internally, off and on the job, to match the individual employee's development needs, including:

- Internal and/or external training courses
- Mentoring
- Secondment
- Higher Duties
- Other relevant training and development methods

Continuous Professional Development

Energy Queensland will not unreasonably refuse employees professional development opportunities that relate to the employee's areas of practice and that will count towards the employee's continuing professional development and maintaining professional accreditation. This includes payment for approved attendance at training and/or conferences and any associated travel.

12.2 ELECTRICAL ELECTRONIC TRAINING PACKAGES

Energy Queensland will utilise approved training packages where they are reasonably available as advised by the Electro Comms and Energy Utilities Industry Skills Council Ltd (Trading as EE-Oz Training Standards). These training packages will only be utilised where they are tied to an electrical, professional and administration licensing, certification or authorisation required by relevant legislation where applicable.

Energy Queensland will not access Certificate Two (2) of the Transmission and Distribution Training Package without consultation and Agreement with the Nominated Employee Representatives.

12.3 TRADE COMPETENCY RECOGNITION

Energy Queensland will ensure that all relevant trade and technical based employees working on Energy Queensland assets have completed appropriate Nationally Accredited Training Packages or equivalent accreditation for the Transmission, Distribution and Generation functions applicable to Energy Queensland. This is to ensure those employees have appropriate skills, competencies and accreditation.

Agreed equivalents will be determined as benchmarked by Energy Queensland Training and Development against the National Standards after taking into account established recognised prior learning outcomes (RPL).

12.4 REGISTRATION OF PROFESSIONAL ENGINEERS QUEENSLAND (RPEQ)

Professional Engineers who do not hold RPEQ but who desire to obtain registration, or where the employer desires RPEQ registration for an employee, Energy Queensland will pay all reasonable costs associated with attainment and maintenance of RPEQ for those Professional Engineers (clause 7.2).

As noted in Clause 13.6.2 Professional Engineering Stream (PE Stream), the Engineering Development Committee (EDC) will provide overarching guidance for Engineering development, including continuing to consult with the relevant unions over application of RPEQ and associated issues, and access to training and development opportunities for RPEQ registration. The EDC will discuss relevant information regarding workforce planning, resourcing, Engineering graduates and relevant Rotation programs.

12.5 TRAINING COMMITTEE

Energy Queensland agrees to establish a training committee made up of employer and employee representatives. The committee will invite representatives from the various entities from the Queensland Electricity Industry.

Energy Queensland will continue to work with the committee in considering the impact of:

- The requirements imposed by the national skills council, relevant industry training bodies and relevant training packages provided for under the National Training Agenda;
- The latest developments in training initiatives both from external and internal sources;
- Available training information and training developments across the electricity industry;
- The need for consistency in training outcomes subject to the National Training Agenda; and
- The committee as a forum for disseminating training information in the industry.

PART 13 AGREEMENTS

13.1 CONSULTATIVE ARRANGEMENTS

Energy Queensland is committed to managing the implementation of change effectively and recognises the benefits of regular discussion and consultation with its employees and their union representatives.

A reasonable and effective relationship between all employees and their nominated representatives is seen as desirable and will be pursued by the parties. The parties recognise that consultation at the local level is the most effective way of resolving issues.

Energy Queensland also recognises that there is a range of existing consultative forums in place and is committed to the review and alignment. There will be consultative forums established at a State Bargaining Unit (SBU) level and Business unit specific level to address the needs of the Parties from time to time.

At the SBU level the Industrial Relations Consultation Group (IRCG) will operate as the peak industrial relations consultative forum. As part of this consultative forum Energy Queensland will discuss relevant information regarding workforce planning and resourcing, including information relating to categories of employment of employees, as well as labour hire, contractors and/or consultants.

Various consultation mechanisms will be established to ensure appropriate consultation and input into any business change plan that considers issues and policies which would impact on all employees, including on matters relating to the Council for Equity, Diversity and Inclusion. This will include consultation and monitoring of training package development and training delivery and access.

13.1.1 Consultation

1. This clause applies:
 - i. if Energy Queensland has made a preliminary decision to introduce a major change to production, program, organisation, structure, or technology in relation to its enterprise; and
 - ii. the change is likely to have a significant effect on employees; or
 - iii. proposes to introduce a change to the regular roster or ordinary hours of work of employees.
2. Energy Queensland will consult with relevant employees and relevant union representatives at the earliest opportunity as to:
 - i. the introduction of the change; and
 - ii. the effect the change is likely to have on the employees; and
 - iii. measures Energy Queensland is taking to avert or mitigate any adverse effect of the change on the employees; and

for the purposes of the consultation – Energy Queensland will provide, where necessary in writing, to the relevant employees and their union representatives:

- iv. relevant information about the change including the nature of the change proposed; and
 - v. information about the expected effects of the change on the employees; and
 - vi. any other matters likely to affect the employees.
3. Energy Queensland is not required to disclose confidential or commercially sensitive information to the relevant employees or their union representatives.
4. Energy Queensland will give prompt and genuine consideration to matters raised about the major change by the relevant employees and/or their union representatives.
5. If a term in the enterprise Agreement provides a consultative process for introduction of major change to production, program, organisation, structure or technology in relation to the enterprise of Energy Queensland, then that consultation process will apply.
6. For the purpose of this clause, a major change is likely to have a significant effect on employees if it results in:

- a) the termination of employment of employees; or
- b) major change to the composition, operation or size of the employer's workforce or to the skills required of employees; or
- c) the elimination or diminution of job opportunities (including opportunities for promotion or tenure); or
- d) the alteration of hours of work or a change to a regular roster;
- e) the need to retrain employees; or
- f) the need to relocate employees to another workplace; or
- g) the restructuring of jobs.

Change to regular roster or ordinary hours of work

5. For change referred to in 1(iii) the employer must notify the relevant employees and their union(s) of the proposed change.
6. The relevant employees may appoint a representative for the purposes of the procedures in this clause.
7. If:
 - a) a relevant employee appoints, or relevant employees appoint, a representative for the purposes of consultation; and
 - b) the employee or employees advise the employer of the identity of the representative; the employer must recognise the representative.
8. As soon as practicable after proposing to introduce the change, the employer must:
 - a) discuss with the relevant employees the introduction of the change; and
 - b) for the purposes of the discussion--provide to the relevant employees:
 - i. all relevant information about the change, including the nature of the change; and
 - ii. information about what the employer reasonably believes will be the effects of the change on the employees; and
 - iii. information about any other matters that the employer reasonably believes are likely to affect the employees; and
 - c) invite the relevant employees to give their views about the impact of the change (including any impact in relation to their family or caring responsibilities).
9. However, the employer is not required to disclose confidential or commercially sensitive information to the relevant employees.
10. The employer must give prompt and genuine consideration to matters raised about the change by the relevant employees.
11. For the purpose of this clause the term, relevant employees means the employees who may be affected by the major change.

13.2 INDUSTRIAL ORGANISATION REPRESENTATIVES

Notice Boards

Energy Queensland will provide a designated space on an existing notice board or access to a dedicated notice board in its major establishments upon which union delegates will be permitted to post authorised formal notices. Any unauthorised notices may be removed by a union delegate or by Energy Queensland.

On approval from Industrial Relations, a nominated Senior Union Delegate may use the Energy Queensland electronic media for the purposes of communicating with members for paid union meeting times and locations. Energy Queensland reserves its rights in approval of other messages.

Use of Facilities

Union delegates will be allowed reasonable access to facilities (telephones, filing cabinets, facsimile, computers, e-mail, etc) needed to perform their function, as agreed between Energy Queensland and the union delegate concerned. Access will be subject to any reasonable conditions and limitations as Energy Queensland may impose.

Payroll Deductions

If requested by an employee in writing, Energy Queensland will facilitate the deduction and remittance of Union membership fees from the employee's wages.

Union Delegate Rights

A union delegate will be allowed such reasonable time during working hours, as may be agreed between Energy Queensland and the relevant Employee Organisation to:

- Discuss with the employees at the workplace at which they are a union delegate, matters relative to working conditions and other matters, with a view to avoiding industrial disputation or giving effect to the grievance procedure.
- Discuss or meet with a representative of the relevant Employee Organisation the matters referred to above.
- Discuss with Energy Queensland, matters raised by employees affecting their employment.
- Schedule a maximum of four (4) paid one (1) hour meetings per workplace per annum at a time to suit operational requirements to discuss matters directly relating to the employment relationship. A further two (2) one hour paid meetings per workplace may be scheduled in the calendar year in which this Agreement nominally expires, subject to operational requirements.
- Delegates will be allowed such reasonable time during working hours to attend employee inductions and adequate time shall be allowed to ensure union membership can be discussed.

Senior Union delegates who do not have direct access to a land line will be provided with a mobile phone to maintain communications with employees and line management.

Union delegates will be released from normal duties to carry out paid meetings when required.

Travel expenses or the provision of a vehicle may be provided to union delegates to maintain contact with their members from time to time. Any approval will be subject to reasonable notice and any conditions or limitations as Energy Queensland may impose, this provision will not be unreasonably withheld.

Having regard to operational requirements and other business needs of Energy Queensland, Energy Queensland may approve leave without pay for up to a period of six (6) months for union delegates to undertake project work for their union.

13.3 UNION DELEGATES TRAINING AND ADDITIONAL LEAVE

Energy Queensland will release nominated Union Delegates to attend relevant training, and representative duties up to and including, five (5) paid working days per annum.

Energy Queensland may provide additional days on request:

- To attend courses or seminars where the nominated Union Delegates holds a dual title, e.g. nominated employee safety representative and nominated employee representative;
- Where it is mutually beneficial to Energy Queensland and the nominated Union Delegate; or
- Arises as a result of remote travel requirements.

In addition, nominated Senior Union Delegates will be released to attend duties associated with an office held under the Union Rules e.g. State Council or Biennial Delegate Conferences, for up to five (5) days per annum. A minimum of two (2) weeks' notice will be provided.

13.4 NATURAL DISASTER WORKING ARRANGEMENTS

The Parties recognise the extraordinary impacts which natural disasters have on the business and its employees whether working away and/or at home.

Therefore, the Parties agree to review the Natural Disaster Working arrangements prior to storm season and after an event to ensure appropriate arrangements are in place. This will include, but is not limited to, such matters as preparation, resourcing, mobilisation, working hours, overtime, meals, accommodation, demobilisation, rest and recreation.

Energy Queensland commits to facilitating a review with the parties after each major event with a view to understanding and resolving any issues that may arise during the response.

13.5 COMMON WAYS OF WORKING

Subject to consultative arrangements, and without limiting the parties' access to raise genuine concerns under Part 2 of this Agreement, the parties are committed to explore Common Ways of Working including:

- Developing of a single 'Control of Work' Standard outlining the methodology through which risk and hazard reduction strategies are conducted, implemented and a common Assurance framework is applied across a wide range of organisational activities from the specification and procurement of materials, plant & equipment through to the programming, scheduling, supervision and execution of 'work'.
- Aligning Field Authorisations and associated Training courses.
- Aligning and optimising training programs and developing common re-authorisation processes.
- Aligning our Network Operations Standards along with developing common field switching authorisations and practices that will also enable the implementation of mobile switching and the Unified DMS.
- Remove or reduce complexity of current field artefacts and produce common Field based artefacts. Provide field staff with easy access to safe work artefacts to assist in the delivery of safe work outcomes.
- Develop a Management of Change framework to ensure effective and efficient communication with the Field on changes to operational standards and practices.
- Incorporate Safety by Design initiatives through alignment of Design tools, process and practices.

13.6 CLASSIFICATION STRUCTURE REVIEW

The parties agree to collaboratively review the Classification Structure as defined in Schedule 3 of the Agreement and the Career Path Documents.

The Classification Review will commence no later than three (3) months from the commencement of the Agreement and is to be completed within two (2) years, except where otherwise provided. The review will be undertaken by relevant managers with delegated authority, relevant Human Resources and/or Industrial Relations representatives and nominated workplace delegates.

The review will give consideration to attraction and retention, emerging technologies/skills and relativities. Any existing progression arrangements will continue to apply until such time as the parties agree to implement new progression arrangements.

Any implementation of the outcomes of the review, including any subsequent parity reviews, will be subject to the agreement of the parties to this Agreement. The arrangements will be documented in a Memorandum of Understanding (MoU) as agreed between the parties.

The introduction of any new classification structure in terms of current salary level will not disadvantage those employees covered in terms of their salary (including incremental progression) as prescribed in Schedule 1 of the Agreement.

The classification review will be inclusive of the following commitments:

- Develop a separate classification stream for Engineers within 12 months in accordance with the below agreed Professional Engineering Stream Principles.
- Technical Service Person Grade 5 will be expanded to include SP 10.0, SP 10.1, SP 10.2 and SP 10.3 to provide a further progression range subject to meeting specific agreed requirements.
- EQL will review and understand the implementation of a System Operator 6 (SYSOP6) classification to ensure alignment with Queensland Industry Practice within six (6) months from date of operation.
- Existing Live Linespersons will be maintained at salary point 7.2 as a minimum, and the Live Linesperson competency matrix will be reviewed to enable Live Linesperson to progress to the top of Technical Serviceperson Grade 4. This will also be reviewed as part of the classification structure review
- Classification structure will include a civil trades qualification pathway.
- Lifter Borer Live Line Operators (PW stream) will be able to progress up to salary point 4.2.
- Lines Design Work Group Leaders grading will move from SUP4 to PP5 based on experience/formal training through an agreed progression arrangement. This will result in the position profile for Lines Design Work Group Leaders moving to PP5, recognising the increasingly technical function of the role. Existing Design Work Group leaders will be progressed into this grade within a period of up to 2 years from the date of operation of this Agreement, based on assessment of their qualifications and relevant industry experience. Application of the EQL Study Assistance Policy will apply where required.
- As part of the classification review, classification levels for Design will be reviewed with consideration to relativities and any emerging attraction and retention issues.
- Electricity System Designer/Advisor (ESD/A) classification to include a non-tradesperson stream. It is acknowledged that an appropriate balance of trade and non-trade based designers will need to be maintained, with a majority trade based designers greater than two-thirds. These ratios will be regularly reviewed in consultation with industrial partners and ahead of any non-trade intakes.
- Energy Queensland is dedicated to elevating Contract Officers to the position of Lead Contracts Officers when they demonstrate proficiency in contractual engagement activities, coordinate multi-disciplinary work, provide direct support to fellow Contracts Officers, and/or leadership responsibilities within the team to accommodate geographical distribution. Any progression will be guided by the Lead Contract Officer job profile, and if required, a formal development and training plan will be implemented in accordance with the EQL Study Assistance Policy.
- As part of the classification review, a review of broad banding of the Paraprofessional (PP) 3 will occur to provide for progression through to Paraprofessional (PP) 4 as a specific outcome.

13.6.1 Salary Progression

- From the date of operation of this Agreement, minimum salary progression arrangements within bands including annual salary progression, will apply on the anniversary of an employee's appointment to a role (excluding employees subject to Clause 1.11 – Salary Maintenance) Advancement for Power Workers and Technical Service Persons Grade 1, 2, 3, 4, and 5 to top of grade will occur within a two-year period, (except where a formalised performance management plan exists).
- From the date of operation of this Agreement, minimum salary progression arrangements within bands, for all classification streams will apply (excluding employees subject to Clause 1.11 – Salary Maintenance or where formalised performance management plans or agreed progression arrangements exist).
- Employees appointed into technical streams that have been broad banded will progress in alignment with approved competency frameworks. This progression will occur to the level of the classification of the role that the employee has been appointed to or the level of authorisation the employee holds. Access to training and development will not be unreasonably refused or delayed.

Where annual increments are due during formal performance plans, employees will receive their annual increment within three months of the cessation of the formalised performance management plan.)

Any annual progression applied will not restrict an employee from receiving additional pay points as part of their annual review.

Where employees have not received a salary progression increment within their current band for more than eighteen months prior to operative date, Energy Queensland will apply an annualised salary progression from operative date (excluding employee subject to Clause 1.11 Salary Maintenance, or where formalised performance management plans exist).

13.6.2 Professional Engineering Stream (PE Stream)

- Positions within the Engineering stream require a Washington Accord recognised Engineering qualification such as a 4-year Bachelor of Engineering degree from a recognised university under the Australian Qualifications Framework or Engineering programs accredited by Engineers Australia; and
- Employees who reside in the Professional Engineering Stream will provide Professional Engineering services or are under direct supervision of a Professional Engineer
- Professional Engineers may be required to supervise staff to deliver a range of functions that are not classed as Professional Engineering Services
- The Engineering Development committee (EDC) will provide overarching guidance for Engineering development.
- The PE Stream will be structured with 3 broad bands as defined below. EQL commits to ensuring Professional Engineers have 6 monthly performance reviews that will include enabling ongoing training as required to maintain RPEQ certification, to achieve RPEQ certification and to develop skill/competencies required to improve delivery in the current role and align with salary progression with the PE Stream broad bands. Professional Engineers have a complimentary obligation to actively engage to first establish a training plan and to deliver on the plan to achieve salary progression.
- Progression into PE4 will require development of professional engineering skills/competencies required by Energy Queensland to deliver safe, affordable and sustainable energy solutions to all customers. This may require skill development in new areas of competence and specialisation, and it is expected that development plans will be established to enable demonstration of the required skills/competencies.

Professional Engineering Stream - Minimum Salary points

- Graduate Engineer - Starting salary point PE 10.0
- Unregistered Engineer (non-grad) - Starting salary point PE 13.0
- Registered Professional Engineer - Starting salary point PE 14.0 (Signing off on own work essential. Not supervising other engineering work, but providing leadership /team leader functions as required to Graduate Engineers and Undergraduates)
- Registered Professional Engineer - Starting salary point PE 15.0 (Providing engineering supervision)
- Principal/Specialist Engineer - Starting Salary point PE 16.0

Unregistered engineers will be able to progress up to salary point 13.3. Progression to salary point 14.0 and above requires registration.

Professional Engineering Stream - Broad banding / Classification Entry

- Broadband PE1 – PE2 SP 10.0 – 13.3 (No supervision responsibilities)
- PE3 SP 14.0 – 15.5 (Providing Sign off, Supervision and Leadership)
- PE4 SP16.0 – 16.5 (Providing expert technical supervision and leadership).

Professional Engineering Stream - Direct Supervision

- For the purpose of the Engineering Stream, 'Engineering Supervision' will mean Registered Professional Engineers directly supervising the provision of engineering services by non-registered engineers or non-professional engineering personal. (See BPEQ Practice Notes – Direct Supervision).

13.7 SECURITY OF CRITICAL INFRASTRUCTURE (SOCI) ACT

Energy Queensland commits to consulting with the parties to the Agreement in relation to ongoing requirements under the *Security of Critical Infrastructure Act (Cth)*, including in relation to required employee personal hazard screening requirements. This includes consulting on developing and maintaining an agreed Security Checking Reference Document. Agreement will not be unreasonably withheld.

13.8 EMPLOYEE BENEFITS REVIEW

Energy Queensland commits to review non-financial benefits (for example corporate discounts, purchasing power options) that may be available for employees and aligned with corporate objectives. This review will commence no later than six (6) months from the operative date of this agreement.

PART 14 SAFETY

14.1 SAFETY COMMITTEE

The Parties agree to maintain a joint safety forum to provide strategic overview of safety procedures, safety performance and safety issues within Energy Queensland at a corporate level involving relevant Nominated Employee Representatives and Energy Queensland representatives.

This forum will meet quarterly or as otherwise agreed and review any issues that may have arisen over the preceding period.

The Parties acknowledge the importance of an Energy Queensland Peak Health & Safety Committee engaging in safety audits to ensure consistent Workplace Health & Safety outcomes for employees. Energy Queensland commits to providing Certificate IV in Work Health and Safety training, at an agreed training establishment for all Nominated employee representative members of the Peak Health and Safety.

14.2 REAUTHORISATION OF HIGH VOLTAGE SWITCHING AUTHORITY

Energy Queensland is committed to face to face assessment as an element of the overall reauthorisation model for High Voltage Switching Authority. It is recognised that the reauthorisation training models may be reviewed and amended from time to time in considering Energy Queensland's operating environment and developments in associated assessment and technology. Any review will be in consultation with relevant unions.

14.3 SINGLE PERSON TASKS

The parties agree that safety is of paramount importance. At no time will the safety of employees or the community be compromised through the introduction of inappropriate single person tasks.

The parties acknowledge that Energy Queensland field-based staff have been undertaking single person tasks in certain situations for many years. Such tasks include work such as:

- Disconnects and reconnects where there is no exposure to live parts;
- Asset inspection and scoping of work;
- Layout investigations;
- Work conducted at heights of less than 2 meters will be in accordance with the requirements of the National Code of Practice for the Prevention of Falls in General Construction;
- LV isolation/connections utilising a telescopic link stick from the ground;
- Polarity – ground based;
- LV testing in accordance with the *Electrical Safety Act 2002 (Qld)*;
- Meter changes where the supply has been isolated; and
- Changing plug in meters where the meter base has been pre-wired.

As with all work carried out in Energy Queensland, an onsite risk assessment must be conducted prior to work commencing. Where an employee identifies additional risks, e.g. remote locations or another worksite hazard that requires them to carry out the work with the assistance of another employee, work will not commence until all facets of the onsite risk assessment are satisfied.

For Customer Service activities, a risk assessment shall be undertaken in accordance with the Personal Safety in Accessing Customer/Private Property work instruction and through pre access planning, consider the requirement for an On-Site Assistant.

Where Energy Queensland is considering implementing single-person tasks in addition to those outlined above, a formal consultative process will be put in place to achieve a satisfactory outcome that meets all identified safety requirements and resolves the concerns of the affected employees and their representatives.

When required, the consultative process will involve management and employee representatives and such process will continue until agreed unanimously on relevant changes to current work practices. Agreement is not required where it can be demonstrated that Energy Queensland staff have been undertaking this task previously and in accordance with the appropriate work practices and safety requirements.

14.4 AUTHORISATION AND ACCESS

Energy Queensland will ensure all employees working on its High Voltage Systems will be trained and authorised in accordance with the *Electrical Safety Act 2002* (Qld) (ESA), associated Legislation and established Energy Queensland Policy and Safe Working Procedures.

Due to the complex nature of switching on the High Voltage System and to ensure optimal safety, Energy Queensland will restrict authorisation and access for external service providers to the following:

- HV switching and isolation of all Single Wire Earth Return (SWER) transformers for the sole purpose of routine repair, maintenance or replacement of the SWER earth grid; and/or transformers in remote areas greater than 150kms from an Energy Queensland depot;
- Act as Switching Operator Assistants (SOA's) for all High Voltage access and isolation procedures as required;
- Perform Auto Reclose Block (making a Pole Mounted Recloser Non-Auto);
- Act as Access Permit Recipient; and
- Cable Identification and Spiking on non-complex systems.

In addition to the above, Energy Queensland may allow authorised Powerlink employees to perform the following:

- HV switching and isolation of primary plant;
- Secondary isolation of protection and communications equipment; and
- Act as an access permit recipient.

Further, the parties agree that Energy Queensland will continue to allow authorisation and access for external service providers to the roles of Low Voltage Switching Operator.

The Parties agree that all such authorised personnel will be regularly audited, including appropriate authorisation system (e.g. "Blue Card"), in accordance with established audit regimes.

14.5 WORK SCHEDULING SYSTEMS AND TECHNOLOGY

Energy Queensland will continue to utilise customer dispatch, work scheduling systems and other technologies to improve field resource utilisation, safety and meet regulated and non-regulated customer service obligations.

The agreed framework for dispatch of work to the appropriate crew will be developed in accordance with the agreed principles as follows:

- Will primarily be utilised for determining the nearest available work crew for work dispatch;
- Will not be used for intrusive monitoring or surveillance of employees;
- Will not be used for the purposes of performance management of employees in relation to dispatch of work; however, any system data may be utilised where preliminary evidence confirms serious breach of policy or misconduct; and
- Notwithstanding the above, where issues are identified which may indicate inappropriate behaviour the issue will be raised with the employee at the earliest opportunity.

14.6 SURVEILLANCE

Where the action of tracking or surveillance of employees by Energy Queensland is necessary to confirm a serious breach of policy or misconduct it will only be done under the following principles:

- Without invasion to an employee's personal privacy; and
- Only where preliminary evidence confirms a serious breach of policy or misconduct.

A matter will be deemed to be a serious breach of policy or misconduct where the likely outcome may result in termination of employment.

In the circumstance where information relating to the tracking or surveillance of employees is being relied upon by Energy Queensland related to a serious breach of policy or misconduct, employees will be provided, on written request, with access to all available related information. An employee can authorise their nominated representative in writing to access this information on his or her behalf.

Notwithstanding the above, where issues are identified which may indicate inappropriate behaviour the issue will be raised with the employee at the earliest opportunity prior to action of tracking or surveillance of employees.

14.7 IMPROVED EMPLOYEE WELLBEING AND ORGANISATIONAL HEALTH

The Parties encourage participation of employees in Energy Queensland health and wellbeing initiatives. A key to the success of the program is for employees to voluntarily participate in the initiatives to deliver the health and wellbeing benefits at the individual level.

The program may include but not be limited to the following initiatives:

- Health & Wellbeing Program researched, piloted and implemented;
- Health & Wellbeing SharePoint site developed and implemented;
- Development of a Calendar to leverage off relevant Queensland Health Initiatives;
- Annual Influenza Vaccinations;
- Sun Smart Education/ Skin Screening Program; and
- Ongoing asbestos checks for those employees who have been exposed to asbestos.

Energy Queensland will not at any time in relation to the Health & Wellbeing Program collect any personal health data.

14.7.1 Mental Health in the Workplace

Energy Queensland recognises that the workplace plays a vital role in assisting employees affected by mental health issues including anxiety and depression and is committed to:

- Eliminating stigma attached to mental health in the workplace;
- Providing support and assistance to employees;
Effectively assessing and minimizing workplace contributory risks and causes of mental illness;
- Supporting best practice mental health programs within Energy Queensland;
- Providing training including leader training, injury prevention / overuse and other mental health training;
- Providing training and support during work time to an agreed provider; and
- Providing ongoing Employee Assistance programs in accordance with Energy Queensland Employee Assistance Program Guidelines.

Energy Queensland acknowledges the support provided by colleagues during and outside of work time, and that support persons may need to access Mental Health Special Leave as required. Energy Queensland recognises the importance of proactive initiatives which support employees in managing their mental health. To assist the facilitation of such initiatives Energy Queensland is committed to partnering with external providers to deliver a holistic and best practice approach to support employees in managing their mental health.

14.8 ASBESTOS MANAGEMENT

In line with the Queensland Code of Practice for How to Manage and Control Asbestos in the *Work Health and Safety Act 2011* (Qld) and relevant legislation (as amended from time to time), the long-term goal of Energy Queensland is to achieve, as far as is reasonably practicable, an asbestos-free workplace.

This includes managing the hazard as effectively as we can until asbestos is eradicated from EQL workplaces.

Energy Queensland will continue to maintain and further develop an asbestos management plan, with a view to achieving the objective which is set out above.

Energy Queensland commits to proactively working with industry unions and Government, Regulators and Industry Bodies to align objectives to move towards removing asbestos in the workplace including in customer switchboards.

14.9 IN-VEHICLE ASSET MANAGEMENT SYSTEM (IVAMS)

Energy Queensland will implement an In-Vehicle Asset Management System (IVAMS) to improve operational vehicle resource utilisation, improve maintenance schedules and improve safety.

The agreed framework for the implementation of IVAMS is in accordance with the agreed principles as follows:

- Will primarily be utilised for increased safety of employees; improved use of operation vehicles and plant including maintenance schedules;
- Will not be used for intrusive monitoring or surveillance of employees in accordance with the Memorandum of Understanding between the parties, as at the date of the operation of this Agreement;
- Will not be used for the primary purpose of performance management of employees in relation use of vehicles;
- Where issues of unsafe driving behaviour in Energy Queensland assets are identified, the matter will be raised with the leader to be anonymously addressed with the workgroup at the earliest opportunity;
- Should reasonable ongoing feedback and coaching not result in improved positive driving behaviour and effective management of assets, formal performance management and/or discipline of an employee may then be a consideration; and
- Notwithstanding the above, system data may be utilised where preliminary evidence confirms serious breach of policy or misconduct as part of an investigation.

14.10 REIMBURSEMENT FOR ANNUAL SKIN CHECK

Energy Queensland recognises the importance of proactive health and wellness initiatives including providing reimbursement for the out-of-pocket cost of annual skin cancer checks. Where medical advice requires additional skin checks within a twelve (12) month period, any out of pocket expenses will also be reimbursed.

14.11 PRIVACY

Energy Queensland is committed to protecting employee's personal information provided in the course of their employment collected via EQL provided systems and / or connected personal devices systems. Information shall only be collected and /or stored where it is necessary for business functions, activities or required by law.

Energy Queensland will take all reasonable and necessary steps to protect the security and confidentiality of personal employee information it holds.

Energy Queensland will advise impacted employees and the parties to this Agreement in the event that a data breach occurs where personal employee information held by Energy Queensland is subjected to unauthorised disclosure or access and will take all necessary steps to mitigate impacts as is required by law.

Energy Queensland will reimburse an affected employee any substantiated costs reasonably incurred as a result of a data breach.

14.12 WORKPLACE HEALTH AND SAFETY CODE OF PRACTICE - AMENITIES

Energy Queensland commits to provide access to facilities and amenities in alignment with the Managing the Work Environment and Facilities Workplace Health and Safety Code of Practice 2021.

SCHEDULE 1

ENERGY QUEENSLAND SALARIES

The salaries specified in this Schedule will be used for the calculation of payments for Overtime, Personal Leave, Annual Leave, Long Service Leave, Completion of Term Payment, Superannuation and Retrenchment Payments unless otherwise stated.

The rates specified in this Schedule include an Electronic Funds Transfer Allowance of \$4 per week

These rates also incorporate the previous Electricity Distribution Service Delivery Network Recovery Attraction and Retention Allowance and Payment and their inclusions. This acknowledges the purpose of the Allowance and Payment and also that the Allowance was inclusive of and absorbs the following:

- Removal of asbestos or sealing asbestos in or around high/low voltage electrical equipment; and
- Any work covered by Queensland Electrical Safety Legislation by way of compliance and accountability.

Schedule 1A rates do not include the Attraction and Retention Allowances as referenced in clause 5.22 and 5.23.

Rates in Schedule 1B and 1C are inclusive of the appropriate Attraction and Retention Allowance, as referenced in Clause 5.22 and 5.23.

For all 10-Day Fortnight arrangements included in Schedule 1C, loadings will be applied to the base rate, plus the Attraction and Retention Allowance appropriate to the stream, ie base rate + Attraction and Retention Allowance + 10 day loading rate.

There will be no further claims for employees engaged to perform any of the above.

SCHEDULE 1A

Schedule 1A rates do not include the Attraction and Retention Allowances as referenced in clause 5.22 and 5.23.

1A.1 TECHNICAL STREAM –BASE RATES (9-Day Fortnight, not inclusive of Attraction and Retention Allowance)

Technical Stream Power Worker

9 Day Fortnight, not inclusive of Attraction and Retention Allowance

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
0.0	\$81,205	\$84,860	\$87,831	\$90,466
1.0	\$81,728	\$85,406	\$88,396	\$91,048
1.1	\$82,187	\$85,886	\$88,893	\$91,560
1.2	\$82,645	\$86,365	\$89,388	\$92,070
1.3	\$83,090	\$86,837	\$89,877	\$92,574
1.4	\$83,551	\$87,311	\$90,367	\$93,079
1.5	\$84,003	\$87,784	\$90,857	\$93,583
1.6	\$84,464	\$88,265	\$91,355	\$94,096
1.7	\$84,917	\$88,739	\$91,845	\$94,601
2.0	\$85,364	\$89,206	\$92,329	\$95,099
2.1	\$85,823	\$89,686	\$92,826	\$95,611
2.2	\$86,273	\$90,156	\$93,312	\$96,112
2.3	\$86,733	\$90,636	\$93,809	\$96,624
2.4	\$87,180	\$91,104	\$94,293	\$97,122
2.5	\$87,638	\$91,582	\$94,788	\$97,632

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
2.6	\$88,098	\$92,063	\$95,286	\$98,145
2.7	\$88,549	\$92,534	\$95,773	\$98,647
3.0	\$88,996	\$93,001	\$96,257	\$99,145
3.1	\$89,467	\$93,494	\$96,767	\$99,671
3.2	\$89,911	\$93,957	\$97,246	\$100,164
3.3	\$90,372	\$94,439	\$97,745	\$100,678
3.4	\$90,820	\$94,907	\$98,229	\$101,176
3.5	\$91,281	\$95,389	\$98,728	\$101,690
3.6	\$91,735	\$95,864	\$99,220	\$102,197
3.7	\$92,188	\$96,337	\$99,709	\$102,701
4.0	\$92,642	\$96,811	\$100,200	\$103,206
4.1	\$94,316	\$98,561	\$102,011	\$105,072
4.2	\$95,981	\$100,301	\$103,812	\$106,927
5.0	\$97,657	\$102,052	\$105,624	\$108,793
5.1	\$99,332	\$103,802	\$107,436	\$110,660
5.2	\$100,998	\$105,543	\$109,238	\$112,516

Technical Stream, excluding Power Workers

(9 Day fortnight rate, not inclusive of Attraction and Retention Allowance)

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
4.0	\$96,358	\$100,695	\$104,220	\$107,347
4.1	\$98,029	\$102,441	\$106,027	\$109,208
4.2	\$99,696	\$104,183	\$107,830	\$111,065
5.0	\$101,371	\$105,933	\$109,641	\$112,931
5.1	\$103,044	\$107,681	\$111,450	\$114,794
5.2	\$104,711	\$109,423	\$113,253	\$116,651
6.0	\$106,381	\$111,169	\$115,060	\$118,512
6.1	\$108,058	\$112,921	\$116,874	\$120,381
6.2	\$109,726	\$114,664	\$118,678	\$122,239
7.0	\$111,404	\$116,418	\$120,493	\$124,108
7.1	\$113,070	\$118,159	\$122,295	\$125,964
7.2	\$114,741	\$119,905	\$124,102	\$127,826
8.0	\$116,417	\$121,656	\$125,914	\$129,692
8.1	\$118,087	\$123,401	\$127,721	\$131,553
8.2	\$119,765	\$125,155	\$129,536	\$133,423
9.0	\$121,431	\$126,896	\$131,338	\$135,279
9.1	\$123,106	\$128,646	\$133,149	\$137,144
9.2	\$124,779	\$130,395	\$134,959	\$139,008
9.3	\$126,443	\$132,133	\$136,758	\$140,861
10.0	\$128,126	\$133,892	\$138,579	\$142,737
10.1	\$129,791	\$135,632	\$140,380	\$144,592
10.2	\$131,462	\$137,378	\$142,187	\$146,453
10.3	\$133,136	\$139,128	\$143,998	\$148,318
11.0	\$133,965	\$139,994	\$144,894	\$149,241
11.1	\$135,850	\$141,964	\$146,933	\$151,341
11.2	\$137,740	\$143,939	\$148,977	\$153,447
11.3	\$139,628	\$145,912	\$151,019	\$155,550
11.4	\$141,510	\$147,878	\$153,054	\$157,646
11.5	\$143,405	\$149,859	\$155,105	\$159,759
12.0	\$145,288	\$151,826	\$157,140	\$161,855

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
12.1	\$147,183	\$153,807	\$159,191	\$163,967
12.2	\$149,057	\$155,765	\$161,217	\$166,054
12.3	\$150,949	\$157,742	\$163,263	\$168,161
12.4	\$152,839	\$159,717	\$165,308	\$170,268
12.5	\$154,726	\$161,689	\$167,349	\$172,370
13.0	\$156,610	\$163,658	\$169,387	\$174,469
13.1	\$159,746	\$166,935	\$172,778	\$177,962
13.2	\$162,882	\$170,212	\$176,170	\$181,456
13.3	\$166,018	\$173,489	\$179,562	\$184,949
14.0	\$169,146	\$176,758	\$182,945	\$188,434
14.1	\$172,286	\$180,039	\$186,341	\$191,932
14.2	\$175,415	\$183,309	\$189,725	\$195,417
14.3	\$178,549	\$186,584	\$193,115	\$198,909

1A.2 ADMINISTRATIVE STREAM AND PROFESSIONAL & MANAGERIAL STREAM – BASE RATES

(9-Day Fortnight, not inclusive of Attraction and Retention Allowance)

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
0.0	\$75,397	\$78,790	\$81,548	\$83,995
1.0	\$75,921	\$79,338	\$82,115	\$84,579
1.1	\$76,380	\$79,818	\$82,612	\$85,091
1.2	\$76,839	\$80,297	\$83,108	\$85,602
1.3	\$77,287	\$80,765	\$83,592	\$86,100
1.4	\$77,744	\$81,243	\$84,087	\$86,610
1.5	\$78,194	\$81,713	\$84,573	\$87,111
1.6	\$78,655	\$82,195	\$85,072	\$87,625
1.7	\$79,110	\$82,670	\$85,564	\$88,131
2.0	\$79,554	\$83,134	\$86,044	\$88,626
2.1	\$80,014	\$83,615	\$86,542	\$89,139
2.2	\$80,465	\$84,086	\$87,030	\$89,641
2.3	\$80,925	\$84,567	\$87,527	\$90,153
2.4	\$81,370	\$85,032	\$88,009	\$90,650
2.5	\$81,832	\$85,515	\$88,509	\$91,165
2.6	\$82,290	\$85,994	\$89,004	\$91,675
2.7	\$82,743	\$86,467	\$89,494	\$92,179
3.0	\$83,190	\$86,934	\$89,977	\$92,677
3.1	\$83,659	\$87,424	\$90,484	\$93,199
3.2	\$84,102	\$87,887	\$90,964	\$93,693
3.3	\$84,562	\$88,368	\$91,461	\$94,205
3.4	\$85,011	\$88,837	\$91,947	\$94,706
3.5	\$85,472	\$89,319	\$92,446	\$95,220
3.6	\$85,927	\$89,794	\$92,937	\$95,726
3.7	\$86,380	\$90,268	\$93,428	\$96,231
4.0	\$86,835	\$90,743	\$93,920	\$96,738
4.1	\$88,507	\$92,490	\$95,728	\$98,600
4.2	\$90,174	\$94,232	\$97,531	\$100,457
5.0	\$91,848	\$95,982	\$99,342	\$102,323
5.1	\$93,521	\$97,730	\$101,151	\$104,186
5.2	\$95,189	\$99,473	\$102,955	\$106,044
6.0	\$96,859	\$101,218	\$104,761	\$107,904
6.1	\$98,537	\$102,972	\$106,577	\$109,775

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
6.2	\$100,203	\$104,713	\$108,378	\$111,630
7.0	\$101,880	\$106,465	\$110,192	\$113,498
7.1	\$103,549	\$108,209	\$111,997	\$115,357
7.2	\$105,220	\$109,955	\$113,804	\$117,219
8.0	\$106,895	\$111,706	\$115,616	\$119,085
8.1	\$108,566	\$113,452	\$117,423	\$120,946
8.2	\$110,244	\$115,205	\$119,238	\$122,816
9.0	\$111,909	\$116,945	\$121,039	\$124,671
9.1	\$113,583	\$118,695	\$122,850	\$126,536
9.2	\$115,258	\$120,445	\$124,661	\$128,401
9.3	\$116,921	\$122,183	\$126,460	\$130,254
10.0	\$118,604	\$123,942	\$128,280	\$132,129
10.1	\$120,266	\$125,678	\$130,077	\$133,980
10.2	\$121,941	\$127,429	\$131,890	\$135,847
10.3	\$123,614	\$129,177	\$133,699	\$137,710
11.0	\$124,442	\$130,042	\$134,594	\$138,632
11.1	\$126,328	\$132,013	\$136,634	\$140,734
11.2	\$128,215	\$133,985	\$138,675	\$142,836
11.3	\$130,105	\$135,960	\$140,719	\$144,941
11.4	\$131,990	\$137,930	\$142,758	\$147,041
11.5	\$133,880	\$139,905	\$144,802	\$149,147
12.0	\$135,765	\$141,875	\$146,841	\$151,247
12.1	\$137,662	\$143,857	\$148,892	\$153,359
12.2	\$139,536	\$145,816	\$150,920	\$155,448
12.3	\$141,426	\$147,791	\$152,964	\$157,553
12.4	\$143,314	\$149,764	\$155,006	\$159,657
12.5	\$145,205	\$151,740	\$157,051	\$161,763
13.0	\$147,085	\$153,704	\$159,084	\$163,857
13.1	\$150,225	\$156,986	\$162,481	\$167,356
13.2	\$153,358	\$160,260	\$165,870	\$170,847
13.3	\$156,495	\$163,538	\$169,262	\$174,340
14.0	\$159,625	\$166,809	\$172,648	\$177,828
14.1	\$162,764	\$170,089	\$176,043	\$181,325
14.2	\$165,894	\$173,360	\$179,428	\$184,811
14.3	\$169,025	\$176,632	\$182,815	\$188,300
15.0	\$172,166	\$179,914	\$186,211	\$191,798
15.1	\$175,648	\$183,553	\$189,978	\$195,678
15.2	\$179,134	\$187,196	\$193,748	\$199,561
15.3	\$182,613	\$190,831	\$197,511	\$203,437
15.4	\$186,094	\$194,469	\$201,276	\$207,315
15.5	\$189,579	\$198,111	\$205,045	\$211,197
16.0	\$193,055	\$201,743	\$208,805.	\$215,070
16.1	\$196,889	\$205,750	\$212,952	\$219,341
16.2	\$200,718	\$209,751	\$217,093	\$223,606
16.3	\$204,549	\$213,754	\$221,236	\$227,874
16.4	\$208,382	\$217,760	\$225,382	\$232,144
16.5	\$212,211	\$221,761	\$229,523	\$236,409

SCHEDULE 1B

Rates in Schedule 1B are 9-Day fortnight arrangements only and are inclusive of the appropriate Attraction and Retention Allowance, as referenced in Clause 5.22 and 5.23.

1B.1 TECHNICAL STREAM - Power Worker

9 Day Fortnight (inclusive of \$4 per hour Attraction and Retention Allowance)

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
0.0	\$88,693	\$92,685	\$95,929	\$98,807
1.0	\$89,216	\$93,231	\$96,495	\$99,390
1.1	\$89,675	\$93,711	\$96,991	\$99,901
1.2	\$90,133	\$94,189	\$97,486	\$100,411
1.3	\$90,585	\$94,662	\$97,976	\$100,916
1.4	\$91,039	\$95,136	\$98,466	\$101,420
1.5	\$91,491	\$95,609	\$98,956	\$101,925
1.6	\$91,952	\$96,090	\$99,454	\$102,438
1.7	\$92,405	\$96,564	\$99,944	\$102,943
2.0	\$92,852	\$97,031	\$100,428	\$103,441
2.1	\$93,311	\$97,510	\$100,923	\$103,951
2.2	\$93,761	\$97,981	\$101,411	\$104,454
2.3	\$94,221	\$98,461	\$101,908	\$104,966
2.4	\$94,668	\$98,929	\$102,392	\$105,464
2.5	\$95,126	\$99,407	\$102,887	\$105,974
2.6	\$95,586	\$99,888	\$103,385	\$106,487
2.7	\$96,037	\$100,359	\$103,872	\$106,989
3.0	\$96,484	\$100,826	\$104,355	\$107,486
3.1	\$96,955	\$101,318	\$104,865	\$108,011
3.2	\$97,399	\$101,782	\$105,345	\$108,506
3.3	\$97,860	\$102,264	\$105,844	\$109,020
3.4	\$98,308	\$102,732	\$106,328	\$109,518
3.5	\$98,769	\$103,214	\$106,827	\$110,032
3.6	\$99,223	\$103,689	\$107,319	\$110,539
3.7	\$99,676	\$104,162	\$107,808	\$111,043
4.0	\$100,130	\$104,636	\$108,299	\$111,548
4.1	\$101,804	\$106,386	\$110,110	\$113,414
4.2	\$103,469	\$108,126	\$111,911	\$115,269
5.0	\$105,145	\$109,877	\$113,723	\$117,135
5.1	\$106,820	\$111,627	\$115,534	\$119,001
5.2	\$108,486	\$113,368	\$117,336	\$120,857

1B.2 TECHNICAL STREAM - Technical Service Person

9 Day Fortnight (inclusive of \$4 per hour Attraction and Retention Allowance)

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
4.0	\$103,846	\$108,520	\$112,319	\$115,689
4.1	\$105,517	\$110,266	\$114,126	\$117,550
4.2	\$107,184	\$112,008	\$115,929	\$119,407

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
5.0	\$108,859	\$113,758	\$117,740	\$121,273
5.1	\$110,532	\$115,506	\$119,549	\$123,136
5.2	\$112,199	\$117,248	\$121,352	\$124,993
6.0	\$113,869	\$118,994	\$123,159	\$126,854
6.1	\$115,546	\$120,746	\$124,973	\$128,723
6.2	\$117,214	\$122,489	\$126,777	\$130,581
7.0	\$118,892	\$124,243	\$128,592	\$132,450
7.1	\$120,558	\$125,984	\$130,394	\$134,306
7.2	\$122,229	\$127,730	\$132,201	\$136,168
8.0	\$123,905	\$129,481	\$134,013	\$138,034
8.1	\$125,575	\$131,226	\$135,819	\$139,894
8.2	\$127,253	\$132,980	\$137,635	\$141,765
9.0	\$128,919	\$134,721	\$139,437	\$143,621
9.1	\$130,594	\$136,471	\$141,248	\$145,486
9.2	\$132,267	\$138,220	\$143,058	\$147,350
9.3	\$133,931	\$139,958	\$144,857	\$149,203
10.0	\$135,614	\$141,717	\$146,678	\$151,079
10.1	\$137,279	\$143,457	\$148,478	\$152,933
10.2	\$138,950	\$145,203	\$150,286	\$154,795
10.3	\$140,624	\$146,953	\$152,097	\$156,660

1B.3 TECHNICAL STREAM – Apprentice Salaries

9 Day Fortnight (inclusive of \$4 per hour Attraction and Retention Allowance)

Rates effective from 1st March 2024

Trade Year	Rate (% of Sal. Pt. 4.0)	Apprentice Rates	Adult Apprentice Rates
1	60%	\$62,316	\$84,457
2	70%	\$72,695	\$86,444
3	80%	\$83,079	\$88,431
4	90%	\$93,463	\$93,463
On completion	Salary Point 4.0	\$103,846	\$103,846

Rates effective from 1st March 2025

Trade Year	Rate (% of Sal. Pt. 4.0)	Apprentice Rates	Adult Apprentice Rates
1	60%	\$65,121	\$88,258
2	70%	\$75,967	\$90,334
3	80%	\$86,818	\$92,411
4	90%	\$97,669	\$97,669
On completion	Salary Point 4.0	\$108,520	\$108,520

Rates effective from 1st March 2026

Trade Year	Rate (% of Sal. Pt. 4.0)	Apprentice Rates	Adult Apprentice Rates
1	60%	\$67,401	\$91,348
2	70%	\$78,626	\$93,496
3	80%	\$89,857	\$95,646
4	90%	\$101,088	\$101,088
On completion	Salary Point 4.0	\$112,319	\$112,319

Rates effective from 1st March 2027

Trade Year	Rate (% of Sal. Pt. 4.0)	Apprentice Rates	Adult Apprentice Rates
1	60%	\$69,424	\$94,089
2	70%	\$80,985	\$96,301
3	80%	\$92,553	\$98,516
4	90%	\$104,121	\$104,121
On completion	Salary Point 4.0	\$115,689	\$115,689

1B.4 TECHNICAL STREAM - Electrical System Designer/ Advisor**9 Day Fortnight (inclusive of \$4 per hour Attraction and Retention Allowance)**

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
5.0	\$108,859	\$113,758	\$117,740	\$121,273
5.1	\$110,532	\$115,506	\$119,549	\$123,136
5.2	\$112,199	\$117,248	\$121,352	\$124,993
6.0	\$113,869	\$118,994	\$123,159	\$126,854
6.1	\$115,546	\$120,746	\$124,973	\$128,723
6.2	\$117,214	\$122,489	\$126,777	\$130,581
7.0	\$118,892	\$124,243	\$128,592	\$132,450
7.1	\$120,558	\$125,984	\$130,394	\$134,306
7.2	\$122,229	\$127,730	\$132,201	\$136,168
8.0	\$123,905	\$129,481	\$134,013	\$138,034
8.1	\$125,575	\$131,226	\$135,819	\$139,894
8.2	\$127,253	\$132,980	\$137,635	\$141,765
9.0	\$128,919	\$134,721	\$139,437	\$143,621
9.1	\$130,594	\$136,471	\$141,248	\$145,486
9.2	\$132,267	\$138,220	\$143,058	\$147,350
9.3	\$133,931	\$139,958	\$144,857	\$149,203
10.0	\$135,614	\$141,717	\$146,678	\$151,079
10.1	\$137,279	\$143,457	\$148,478	\$152,933
10.2	\$138,950	\$145,203	\$150,286	\$154,795
10.3	\$140,624	\$146,953	\$152,097	\$156,660

1B.5 TECHNICAL STREAM - Supervisor**9 Day Fortnight (inclusive of \$4 per hour Attraction and Retention Allowance)**

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
6.0	\$113,869	\$118,994	\$123,159	\$126,854
6.1	\$115,546	\$120,746	\$124,973	\$128,723
6.2	\$117,214	\$122,489	\$126,777	\$130,581
7.0	\$118,892	\$124,243	\$128,592	\$132,450
7.1	\$120,558	\$125,984	\$130,394	\$134,306
7.2	\$122,229	\$127,730	\$132,201	\$136,168
8.0	\$123,905	\$129,481	\$134,013	\$138,034

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
8.1	\$125,575	\$131,226	\$135,819	\$139,894
8.2	\$127,253	\$132,980	\$137,635	\$141,765
9.0	\$128,919	\$134,721	\$139,437	\$143,621
9.1	\$130,594	\$136,471	\$141,248	\$145,486
9.2	\$132,267	\$138,220	\$143,058	\$147,350
9.3	\$133,931	\$139,958	\$144,857	\$149,203
10.0	\$135,614	\$141,717	\$146,678	\$151,079
10.1	\$137,279	\$143,457	\$148,478	\$152,933
10.2	\$138,950	\$145,203	\$150,286	\$154,795
10.3	\$140,624	\$146,953	\$152,097	\$156,660
11.0	\$141,453	\$147,819	\$152,993	\$157,583
11.1	\$143,338	\$149,789	\$155,032	\$159,683
11.2	\$145,228	\$151,764	\$157,076	\$161,789
11.3	\$147,116	\$153,737	\$159,118	\$163,892
11.4	\$148,998	\$155,703	\$161,153	\$165,988
11.5	\$150,893	\$157,684	\$163,203	\$168,100
12.0	\$152,776	\$159,651	\$165,239	\$170,197
12.1	\$154,671	\$161,632	\$167,290	\$172,309
12.2	\$156,545	\$163,590	\$169,316	\$174,396
12.3	\$158,437	\$165,567	\$171,362	\$176,503
12.4	\$160,327	\$167,542	\$173,406	\$178,609
12.5	\$162,214	\$169,514	\$175,447	\$180,711

1B.6 TECHNICAL STREAM - Para-Professional

9 Day Fortnight (inclusive of \$4 per hour Attraction and Retention Allowance)

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
5.0	\$108,859	\$113,758	\$117,740	\$121,273
5.1	\$110,532	\$115,506	\$119,549	\$123,136
5.2	\$112,199	\$117,248	\$121,352	\$124,993
6.0	\$113,869	\$118,994	\$123,159	\$126,854
6.1	\$115,546	\$120,746	\$124,973	\$128,723
6.2	\$117,214	\$122,489	\$126,777	\$130,581
7.0	\$118,892	\$124,243	\$128,592	\$132,450
7.1	\$120,558	\$125,984	\$130,394	\$134,306
7.2	\$122,229	\$127,730	\$132,201	\$136,168
8.0	\$123,905	\$129,481	\$134,013	\$138,034
8.1	\$125,575	\$131,226	\$135,819	\$139,894
8.2	\$127,253	\$132,980	\$137,635	\$141,765
9.0	\$128,919	\$134,721	\$139,437	\$143,621
9.1	\$130,594	\$136,471	\$141,248	\$145,486
9.2	\$132,267	\$138,220	\$143,058	\$147,350
9.3	\$133,931	\$139,958	\$144,857	\$149,203
10.0	\$135,614	\$141,717	\$146,678	\$151,079
10.1	\$137,279	\$143,457	\$148,478	\$152,933
10.2	\$138,950	\$145,203	\$150,286	\$154,795
10.3	\$140,624	\$146,953	\$152,097	\$156,660
11.0	\$141,453	\$147,819	\$152,993	\$157,583
11.1	\$143,338	\$149,789	\$155,032	\$159,683

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
11.2	\$145,228	\$151,764	\$157,076	\$161,789
11.3	\$147,116	\$153,737	\$159,118	\$163,892
11.4	\$148,998	\$155,703	\$161,153	\$165,988
11.5	\$150,893	\$157,684	\$163,203	\$168,100
12.0	\$152,776	\$159,651	\$165,239	\$170,197
12.1	\$154,671	\$161,632	\$167,290	\$172,309
12.2	\$156,545	\$163,590	\$169,316	\$174,396
12.3	\$158,437	\$165,567	\$171,362	\$176,503
12.4	\$160,327	\$167,542	\$173,406	\$178,609
12.5	\$162,214	\$169,514	\$175,447	\$180,711
13.0	\$164,098	\$171,483	\$177,485	\$182,810
13.1	\$167,234	\$174,760	\$180,877	\$186,304
13.2	\$170,370	\$178,037	\$184,269	\$189,798
13.3	\$173,506	\$181,314	\$187,660	\$193,290

1B.7 ADMINISTRATION STREAM – Paraprofessional Administration Trainee Salaries

9 Day Fortnight (inclusive of \$2.50 per hour Attraction and Retention Allowance)

Rates effective from 1st March 2024

Stage/Year	Rate (% of Sal. Pt. 5.2)	Paraprofessional (Administration) Trainee Rates	Adult Paraprofessional (Administration) Trainee Rates
1	60%	\$61,066	\$78,205
2	70%	\$70,767	\$78,673
3	80%	\$80,468	\$80,468
4	90%	\$90,170	\$90,170
On completion	Salary Point 5.2	\$99,869	\$99,869

Rates effective from 1st March 2025

Stage/Year	Rate (% of Sal. Pt. 5.2)	Paraprofessional (Administration) Trainee Rates	Adult Paraprofessional (Administration) Trainee Rates
1	60%	\$63,814	\$81,725
2	70%	\$73,952	\$82,214
3	80%	\$84,090	\$84,090
4	90%	\$94,228	\$94,228.
On completion	Salary Point 5.2	\$104,364	\$104,364

Rates effective from 1st March 2026

Stage/Year	Rate (% of Sal. Pt. 5.2)	Paraprofessional (Administration) Trainee Rates	Adult Paraprofessional (Administration) Trainee Rates
1	60%	\$66,048	\$84,586
2	70%	\$76,541	\$85,092
3	80%	\$87,034	\$87,034
4	90%	\$97,526	\$97,526
On completion	Salary Point 5.2	\$108,017	\$108,017

Rates effective from 1st March 2027

Stage/Year	Rate (% of Sal. Pt. 5.2)	Paraprofessional (Administration) Trainee Rates	Adult Paraprofessional (Administration) Trainee Rates
1	60%	\$68,030	\$87,124
2	70%	\$78,838	\$87,645
3	80%	\$89,646	\$89,646
4	90%	\$100,452	\$100,452
On completion	Salary Point 5.2	\$111,258	\$111,258

1B.8 TECHNICAL STREAM - Paraprofessional Technical Trainees Salaries**9 Day Fortnight (inclusive of \$4 per hour Attraction and Retention Allowance)****Rates effective from 1st March 2024**

Stage/Year	Rate (% of Sal. Pt. 7.0)	Paraprofessional (Technical) Trainee Rates	Adult Paraprofessional (Technical) Trainee Rates
1	60%	\$71,340	\$92,406
2	70%	\$83,227	\$92,406
3	80%	\$95,114	\$92,406
4	Salary Point 4.0	\$103,846	\$103,846
5	Salary Point 5.2	\$112,199	\$112,199
6	Salary Point 6.0	\$113,869	\$113,869
On completion	Salary Point 7.0	\$118,892	\$118,892

Rates effective from 1st March 2025

Stage/Year	Rate (% of Sal. Pt. 7.0)	Paraprofessional (Technical) Trainee Rates	Adult Paraprofessional (Technical) Trainee Rates
1	60%	\$74,551	\$96,565
2	70%	\$86,973	\$96,565
3	7580	\$99,395	\$96,565
4	Salary Point 4.0	\$108,520	\$108,520
5	Salary Point 5.2	\$117,248	\$117,248
6	Salary Point 6.0	\$118,994	\$118,994
On completion	Salary Point 7.0	\$124,243	\$124,243

Rates effective from 1st March 2026

Stage/Year	Rate (% of Sal. Pt. 7.0)	Paraprofessional (Technical) Trainee Rates	Adult Paraprofessional (Technical) Trainee Rates
1	60%	\$77,161	\$99,945
2	70%	\$90,018	\$99,945
3	80%	\$102,874	\$99,945
4	Salary Point 4.0	\$112,319	\$112,319
5	Salary Point 5.2	\$121,352	\$121,352
6	Salary Point 6.0	\$123,159	\$123,159
On completion	Salary Point 7.0	\$128,592	\$128,592

Rates effective from 1st March 2027

Stage/Year	Rate (% of Sal. Pt. 7.0)	Paraprofessional (Technical) Trainee Rates	Adult Paraprofessional (Technical) Trainee Rates
1	60%	\$79,476	\$102,944
2	70%	\$92,719	\$102,944
3	80%	\$105,961	\$102,944
4	Salary Point 4.0	\$115,689	\$115,689
5	Salary Point 5.2	\$124,993	\$124,993
6	Salary Point 6.0	\$126,854	\$126,854
On completion	Salary Point 7.0	\$132,450	\$132,450

1B.9 TECHNICAL STREAM - System Operator

9 Day Fortnight (inclusive of \$4 per hour Attraction and Retention Allowance)

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
10.3	\$140,624	\$146,953	\$152,097	\$156,660
11.0	\$141,453	\$147,819	\$152,993	\$157,583
11.1	\$143,338	\$149,789	\$155,032	\$159,683
11.2	\$145,228	\$151,764	\$157,076	\$161,789
11.3	\$147,116	\$153,737	\$159,118	\$163,892
11.4	\$148,998	\$155,703	\$161,153	\$165,988
11.5	\$150,893	\$157,684	\$163,203	\$168,100
12.0	\$152,776	\$159,651	\$165,239	\$170,197
12.1	\$154,671	\$161,632	\$167,290	\$172,309
12.2	\$156,545	\$163,590	\$169,316	\$174,396
12.3	\$158,437	\$165,567	\$171,362	\$176,503
12.4	\$160,327	\$167,542	\$173,406	\$178,609
12.5	\$162,214	\$169,514	\$175,447	\$180,711
13.0	\$164,098	\$171,483	\$177,485	\$182,810
13.1	\$167,234	\$174,760	\$180,877	\$186,304
13.2	\$170,370	\$178,037	\$184,269	\$189,798
13.3	\$173,506	\$181,314	\$187,660	\$193,290
14.0	\$176,634	\$184,583	\$191,044	\$196,776
14.1	\$179,774	\$187,864	\$194,440	\$200,274
14.2	\$182,903	\$191,134	\$197,824	\$203,759
14.3	\$186,037	\$194,409	\$201,214	\$207,251

*Note: the above 9 Day Fortnight System Operator rates are used to calculate the Aggregate loadings noted in Schedule 5. The Legacy Transmission Component (2.5%) will apply to Network Operations Controllers and Shift Coordinators who attain transmission authorisation.

1B.10 ADMINISTRATIVE STREAM – Administrative Employees**9 Day Fortnight (inclusive of \$2.50 per hour Attraction and Retention Allowance)**

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
0.0	\$80,077	\$83,681	\$86,610	\$89,209
1.0	\$80,601	\$84,229	\$87,178	\$89,794
1.1	\$81,060	\$84,708	\$87,673	\$90,304
1.2	\$81,519	\$85,188	\$88,170	\$90,816
1.3	\$81,967	\$85,656	\$88,654	\$91,314
1.4	\$82,424	\$86,134	\$89,149	\$91,824
1.5	\$82,874	\$86,604	\$89,636	\$92,326
1.6	\$83,335	\$87,086	\$90,135	\$92,840
1.7	\$83,790	\$87,561	\$90,626	\$93,345
2.0	\$84,234	\$88,025	\$91,106	\$93,840
2.1	\$84,694	\$88,506	\$91,604	\$94,353
2.2	\$85,145	\$88,977	\$92,092	\$94,855
2.3	\$85,605	\$89,458	\$92,590	\$95,368
2.4	\$86,050	\$89,923	\$93,071	\$95,864
2.5	\$86,512	\$90,406	\$93,571	\$96,379
2.6	\$86,970	\$90,884	\$94,065	\$96,887
2.7	\$87,423	\$91,358	\$94,556	\$97,393
3.0	\$87,870	\$91,825	\$95,039	\$97,891
3.1	\$88,339	\$92,315	\$95,547	\$98,414
3.2	\$88,782	\$92,778	\$96,026	\$98,907
3.3	\$89,242	\$93,258	\$96,523	\$99,419
3.4	\$89,691	\$93,728	\$97,009	\$99,920
3.5	\$90,152	\$94,209	\$97,507	\$100,433
3.6	\$90,607	\$94,685	\$97,999	\$100,939
3.7	\$91,060	\$95,158	\$98,489	\$101,444
4.0	\$91,515	\$95,634	\$98,982	\$101,952
4.1	\$93,187	\$97,381	\$100,790	\$103,814
4.2	\$94,854	\$99,123	\$102,593	\$105,671
5.0	\$96,528	\$100,872	\$104,403	\$107,536
5.1	\$98,201	\$102,621	\$106,213	\$109,400
5.2	\$102,677	\$107,298	\$111,054	\$114,386
6.0	\$101,539	\$106,109	\$109,823	\$113,118
6.1	\$103,217	\$107,862	\$111,638	\$114,988
6.2	\$104,883	\$109,603	\$113,440	\$116,844
7.0	\$106,560	\$111,356	\$115,254	\$118,712
7.1	\$108,229	\$113,100	\$117,059	\$120,571
7.2	\$109,900	\$114,846	\$118,866	\$122,432
8.0	\$111,575	\$116,596	\$120,677	\$124,298
8.1	\$113,246	\$118,343	\$122,486	\$126,161
8.2	\$114,924	\$120,096	\$124,300	\$128,029
9.0	\$116,589	\$121,836	\$126,101	\$129,885
9.1	\$118,263	\$123,585	\$127,911	\$131,749
9.2	\$119,938	\$125,336	\$129,723	\$133,615
9.3	\$121,601	\$127,074	\$131,522	\$135,468
10.0	\$123,284	\$128,832	\$133,342	\$137,343
10.1	\$124,946	\$130,569	\$135,139	\$139,194
10.2	\$126,621	\$132,319	\$136,951	\$141,060
10.3	\$128,294	\$134,068	\$138,761	\$142,924
11.0	\$129,122	\$134,933	\$139,656	\$143,846
11.1	\$131,008	\$136,904	\$141,696	\$145,947

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
11.2	\$132,895	\$138,876	\$143,737	\$148,050
11.3	\$134,785	\$140,851	\$145,781	\$150,155
11.4	\$136,670	\$142,821	\$147,820	\$152,255
11.5	\$138,560	\$144,796	\$149,864	\$154,360
12.0	\$140,445	\$146,766	\$151,903	\$156,461
12.1	\$142,342	\$148,748	\$153,955	\$158,574
12.2	\$144,216	\$150,706	\$155,981	\$160,661
12.3	\$146,106	\$152,681	\$158,025	\$162,766
12.4	\$147,994	\$154,654	\$160,067	\$164,870
12.5	\$149,885	\$156,630	\$162,113	\$166,977
13.0	\$151,765	\$158,595	\$164,146	\$169,071
13.1	\$154,905	\$161,876	\$167,542	\$172,569
13.2	\$158,038	\$165,150	\$170,931	\$176,059
13.3	\$161,175	\$168,428	\$174,323	\$179,553
14.0	\$164,305	\$171,699	\$177,709	\$183,041
14.1	\$167,444	\$174,979	\$181,104	\$186,538
14.2	\$170,574	\$178,250	\$184,489	\$190,024
14.3	\$173,705	\$181,522	\$187,876	\$193,513

1B.11 ADMINISTRATIVE STREAM – Administration Trainee Salaries

9 Day Fortnight (Inclusive of \$2.50 per hour Attraction and Retention Allowance)

Rates effective from 1st March 2024

Stage	Rate (% of Sal. Pt. 4.0)	Administration Trainee Rates	Adult Administration Trainee Rates
First six (6) months	60%	\$56,054	\$78,205
Second six (6) months	70%	\$64,919	\$78,673
On completion	Salary Point 4.0	\$91,515	\$91,515

Rates effective from 1st March 2025

Stage	Rate (% of Sal. Pt. 4.0)	Administration Trainee Rates	Adult Administration Trainee Rates
First six (6) months	60%	\$58,577	\$81,725
Second six (6) months	70%	\$67,841	\$82,214
On completion	Salary Point 4.0	\$95,634	\$95,634

Rates effective from 1st March 2026

Stage	Rate (% of Sal. Pt. 4.0)	Administration Trainee Rates	Adult Administration Trainee Rates
First six (6) months	60%	\$60,628	\$84,586
Second six (6) months	70%	\$70,216	\$85,092
On completion	Salary Point 4.0	\$98,982	\$98,982

Rates effective from 1st March 2027

Stage	Rate (% of Sal. Pt. 4.0)	Administration Trainee Rates	Adult Administration Trainee Rates
First six (6) months	60%	\$62,447	\$87,124
Second six (6) months	70%	\$72,323	\$87,645
On completion	Salary Point 4.0	\$101,952	\$101,952

1B.12 PROFESSIONAL MANAGERIAL STREAM – Professional Managerial Employees**9 Day Fortnight (inclusive of \$2.50 per hour Attraction and Retention Allowance)**

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
6.2	\$104,883	\$109,603	\$113,440	\$116,844
7.0	\$106,560	\$111,356	\$115,254	\$118,712
7.1	\$108,229	\$113,100	\$117,059	\$120,571
7.2	\$109,900	\$114,846	\$118,866	\$122,432
8.0	\$111,575	\$116,596	\$120,677	\$124,298
8.1	\$113,246	\$118,343	\$122,486	\$126,161
8.2	\$114,924	\$120,096	\$124,300	\$128,029
9.0	\$116,589	\$121,836	\$126,101	\$129,885
9.1	\$118,263	\$123,585	\$127,911	\$131,749
9.2	\$119,938	\$125,336	\$129,723	\$133,615
9.3	\$121,601	\$127,074	\$131,522	\$135,468
10.0	\$123,284	\$128,832	\$133,342	\$137,343
10.1	\$124,946	\$130,569	\$135,139	\$139,194
10.2	\$126,621	\$132,319	\$136,951	\$141,060
10.3	\$128,294	\$134,068	\$138,761	\$142,924
11.0	\$129,122	\$134,933	\$139,656	\$143,846
11.1	\$131,008	\$136,904	\$141,696	\$145,947
11.2	\$132,895	\$138,876	\$143,737	\$148,050
11.3	\$134,785	\$140,851	\$145,781	\$150,155
11.4	\$136,670	\$142,821	\$147,820	\$152,255
11.5	\$138,560	\$144,796	\$149,864	\$154,360
12.0	\$140,445	\$146,766	\$151,903	\$156,461
12.1	\$142,342	\$148,748	\$153,955	\$158,574
12.2	\$144,216	\$150,706	\$155,981	\$160,661
12.3	\$146,106	\$152,681	\$158,025	\$162,766
12.4	\$147,994	\$154,654	\$160,067	\$164,870
12.5	\$149,885	\$156,630	\$162,113	\$166,977
13.0	\$151,765	\$158,595	\$164,146	\$169,071
13.1	\$154,905	\$161,876	\$167,542	\$172,569
13.2	\$158,038	\$165,150	\$170,931	\$176,059
13.3	\$161,175	\$168,428	\$174,323	\$179,553
14.0	\$164,305	\$171,699	\$177,709	\$183,041
14.1	\$167,444	\$174,979	\$181,104	\$186,538
14.2	\$170,574	\$178,250	\$184,489	\$190,024
14.3	\$173,705	\$181,522	\$187,876	\$193,513
15.0	\$176,846	\$184,805	\$191,274	\$197,013
15.1	\$180,328	\$188,443	\$195,039	\$200,891
15.2	\$183,814	\$192,086	\$198,810	\$204,775
15.3	\$187,293	\$195,722	\$202,573	\$208,651
15.4	\$190,774	\$199,359	\$206,337	\$212,528
15.5	\$194,259	\$203,001	\$210,107	\$216,411
16.0	\$197,735	\$206,634	\$213,867	\$220,284
16.1	\$201,569	\$210,640	\$218,013	\$224,554
16.2	\$205,398	\$214,641	\$222,154	\$228,819
16.3	\$209,229	\$218,645	\$226,298	\$233,087
16.4	\$213,062	\$222,650	\$230,443	\$237,357
16.5	\$216,891	\$226,652	\$234,585	\$241,623

SCHEDULE 1C

Rates in Schedule 1C are Ten (10) Day Fortnight arrangements and are inclusive of the appropriate Attraction and Retention Allowance, as referenced in Clause 5.22 and 5.23.

For all 10-Day Fortnight arrangements included in Schedule 1C, loadings will be applied to the base rate, plus the Attraction and Retention Allowance appropriate to the stream, ie base rate + Attraction and Retention Allowance + 10 day loading rate.

1C.1 TECHNICAL STREAM – Electrical System Designer / Advisor

10 Day Fortnight – 15.5% Loading (inclusive of \$4 per hour Attraction and Retention Allowance)

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
9.0	\$148,901	\$155,602	\$161,049	\$165,881
9.1	\$150,836	\$157,624	\$163,141	\$168,036
9.2	\$152,768	\$159,643	\$165,231	\$170,188
9.3	\$154,692	\$161,654	\$167,312	\$172,332
10.0	\$156,634	\$163,683	\$169,412	\$174,495
10.1	\$158,556	\$165,692	\$171,492	\$176,637
10.2	\$160,489	\$167,712	\$173,582	\$178,790
10.3	\$162,421	\$169,730	\$175,671	\$180,942

10 Day Fortnight – 17.5% Loading (inclusive of \$4 per hour Attraction and Retention Allowance)

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
9.0	\$151,479	\$158,296	\$163,837	\$168,753
9.1	\$153,448	\$160,354	\$165,967	\$170,947
9.2	\$155,412	\$162,406	\$168,091	\$173,134
9.3	\$157,368	\$164,450	\$170,206	\$175,313
10.0	\$159,346	\$166,517	\$172,346	\$177,517
10.1	\$161,300	\$168,559	\$174,459	\$179,693
10.2	\$163,266	\$170,613	\$176,585	\$181,883
10.3	\$165,234	\$172,670	\$178,714	\$184,076

10 Day Fortnight – 22.5% Loading (inclusive of \$4 per hour Attraction and Retention Allowance)

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
9.0	\$157,924	\$165,031	\$170,808	\$175,933
9.1	\$159,977	\$167,176	\$173,028	\$178,219
9.2	\$162,025	\$169,317	\$175,244	\$180,502
9.3	\$164,065	\$171,448	\$177,449	\$182,773
10.0	\$166,128	\$173,604	\$179,681	\$185,072
10.1	\$168,166	\$175,734	\$181,885	\$187,342
10.2	\$170,214	\$177,874	\$184,100	\$189,623
10.3	\$172,264	\$180,016	\$186,317	\$191,907

1C.2 TECHNICAL STREAM - Supervisor

10 Day Fortnight – 15.5% Loading – Salary Point 10.3 and Below (inclusive of \$4 per hour Attraction and Retention Allowance)

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
9.0	\$148,901	\$155,602	\$161,049	\$165,881
9.1	\$150,836	\$157,624	\$163,141	\$168,036
9.2	\$152,768	\$159,643	\$165,231	\$170,188
9.3	\$154,692	\$161,654	\$167,312	\$172,332
10.0	\$156,634	\$163,683	\$169,412	\$174,495
10.1	\$158,556	\$165,692	\$171,492	\$176,637
10.2	\$160,489	\$167,712	\$173,582	\$178,790
10.3	\$162,421	\$169,730	\$175,671	\$180,942

10 Day Fortnight – 17.5% Loading – Salary Point 10.3 and Below (inclusive of \$4 per hour Attraction and Retention Allowance)

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
9.0	\$151,479	\$158,296	\$163,837	\$168,753
9.1	\$153,448	\$160,354	\$165,967	\$170,947
9.2	\$155,412	\$162,406	\$168,091	\$173,134
9.3	\$157,368	\$164,450	\$170,206	\$175,313
10.0	\$159,346	\$166,517	\$172,346	\$177,517
10.1	\$161,300	\$168,559	\$174,459	\$179,693
10.2	\$163,266	\$170,613	\$176,585	\$181,883
10.3	\$165,234	\$172,670	\$178,714	\$184,076

10 Day Fortnight – 22.5% Loading – Salary Point 10.3 and Below (inclusive of \$4 per hour Attraction and Retention Allowance)

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
9.0	\$157,924	\$165,031	\$170,808	\$175,933
9.1	\$159,977	\$167,176	\$173,028	\$178,219
9.2	\$162,025	\$169,317	\$175,244	\$180,502
9.3	\$164,065	\$171,448	\$177,449	\$182,773
10.0	\$166,128	\$173,604	\$179,681	\$185,072
10.1	\$168,166	\$175,734	\$181,885	\$187,342
10.2	\$170,214	\$177,874	\$184,100	\$189,623
10.3	\$172,264	\$180,016	\$186,317	\$191,907

Supervisor: 10 Day Fortnight – 13% Loading – Salary Point 11.0 and Above (inclusive of \$4 per hour Attraction and Retention Allowance)

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
11.0	\$159,842	\$167,035	\$172,882	\$178,069
11.1	\$161,972	\$169,261	\$175,186	\$180,442
11.2	\$164,107	\$171,492	\$177,495	\$182,820
11.3	\$166,240	\$173,721	\$179,802	\$185,197
11.4	\$168,369	\$175,946	\$182,105	\$187,569

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
11.5	\$170,504	\$178,177	\$184,414	\$189,947
12.0	\$172,637	\$180,406	\$186,721	\$192,323
12.1	\$174,777	\$182,642	\$189,035	\$194,707
12.2	\$176,895	\$184,856	\$191,326	\$197,066
12.3	\$179,036	\$187,093	\$193,642	\$199,452
12.4	\$181,169	\$189,322	\$195,949	\$201,828
12.5	\$183,301	\$191,550	\$198,255	\$204,203

Supervisor: 10 Day Fortnight – 15% Loading – Salary Point 11.0 and Above (inclusive of \$4 per hour Attraction and Retention Allowance)

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
11.0	\$162,669	\$169,990	\$175,940	\$181,219
11.1	\$164,839	\$172,257	\$178,286	\$183,635
11.2	\$167,009	\$174,525	\$180,634	\$186,054
11.3	\$169,183	\$176,797	\$182,985	\$188,475
11.4	\$171,348	\$179,059	\$185,327	\$190,887
11.5	\$173,526	\$181,335	\$187,682	\$193,313
12.0	\$175,692	\$183,599	\$190,025	\$195,726
12.1	\$177,871	\$185,876	\$192,382	\$198,154
12.2	\$180,027	\$188,129	\$194,714	\$200,556
12.3	\$182,201	\$190,401	\$197,066	\$202,978
12.4	\$184,372	\$192,669	\$199,413	\$205,396
12.5	\$186,548	\$194,943	\$201,767	\$207,821

Supervisor: 10 Day Fortnight – 20% Loading – Salary Point 11.0 and Above (inclusive of \$4 per hour Attraction and Retention Allowance)

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
11.0	\$169,742	\$177,381	\$183,590	\$189,098
11.1	\$172,005	\$179,746	\$186,038	\$191,620
11.2	\$174,271	\$182,114	\$188,488	\$194,143
11.3	\$176,540	\$184,485	\$190,942	\$196,671
11.4	\$178,798	\$186,844	\$193,384	\$199,186
11.5	\$181,069	\$189,218	\$195,841	\$201,717
12.0	\$183,331	\$191,581	\$198,287	\$204,236
12.1	\$185,602	\$193,955	\$200,744	\$206,767
12.2	\$187,854	\$196,308	\$203,179	\$209,275
12.3	\$190,124	\$198,680	\$205,634	\$211,804
12.4	\$192,389	\$201,047	\$208,084	\$214,327
12.5	\$194,657	\$203,417	\$210,537	\$216,854

1C.3 TECHNICAL STREAM – Para-Professional

10 Day Fortnight – 15.5% Loading – Salary Point 10.3 and Below (inclusive of \$4 per hour Attraction and Retention Allowance)

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
9.0	\$148,901	\$155,602	\$161,049	\$165,881
9.1	\$150,836	\$157,624	\$163,141	\$168,036
9.2	\$152,768	\$159,643	\$165,231	\$170,188
9.3	\$154,692	\$161,654	\$167,312	\$172,332
10.0	\$156,634	\$163,683	\$169,412	\$174,495
10.1	\$158,556	\$165,692	\$171,492	\$176,637
10.2	\$160,489	\$167,712	\$173,582	\$178,790
10.3	\$162,421	\$169,730	\$175,671	\$180,942

10 Day Fortnight – 17.5% Loading – Salary Point 10.3 and Below (inclusive of \$4 per hour Attraction and Retention Allowance)

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
9.0	\$151,479	\$158,296	\$163,837	\$168,753
9.1	\$153,448	\$160,354	\$165,967	\$170,947
9.2	\$155,412	\$162,406	\$168,091	\$173,134
9.3	\$157,368	\$164,450	\$170,206	\$175,313
10.0	\$159,346	\$166,517	\$172,346	\$177,517
10.1	\$161,300	\$168,559	\$174,459	\$179,693
10.2	\$163,266	\$170,613	\$176,585	\$181,883
10.3	\$165,234	\$172,670	\$178,714	\$184,076

10 Day Fortnight – 22.5% Loading – Salary Point 10.3 and Below (inclusive of \$4 per hour Attraction and Retention Allowance)

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
9.0	\$157,924	\$165,031	\$170,808	\$175,933
9.1	\$159,977	\$167,176	\$173,028	\$178,219
9.2	\$162,025	\$169,317	\$175,244	\$180,502
9.3	\$164,065	\$171,448	\$177,449	\$182,773
10.0	\$166,128	\$173,604	\$179,681	\$185,072
10.1	\$168,166	\$175,734	\$181,885	\$187,342
10.2	\$170,214	\$177,874	\$184,100	\$189,623
10.3	\$172,264	\$180,016	\$186,317	\$191,907

Paraprofessional: 10 Day Fortnight – 13% Loading – Salary Point 11.0 and Above (inclusive of \$4 per hour Attraction and Retention Allowance)

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
11.0	\$159,842	\$167,035	\$172,882	\$178,069
11.1	\$161,972	\$169,261	\$175,186	\$180,442
11.2	\$164,107	\$171,492	\$177,495	\$182,820
11.3	\$166,240	\$173,721	\$179,802	\$185,197
11.4	\$168,369	\$175,946	\$182,105	\$187,569

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
11.5	\$170,504	\$178,177	\$184,414	\$189,947
12.0	\$172,637	\$180,406	\$186,721	\$192,323
12.1	\$174,777	\$182,642	\$189,035	\$194,707
12.2	\$176,895	\$184,856	\$191,326	\$197,066
12.3	\$179,036	\$187,093	\$193,642	\$199,452
12.4	\$181,169	\$189,322	\$195,949	\$201,828
12.5	\$183,301	\$191,550	\$198,255	\$204,203
13.0	\$185,429	\$193,774	\$200,557	\$206,574
13.1	\$188,976	\$197,480	\$204,392	\$210,524
13.2	\$192,516	\$201,180	\$208,222	\$214,469
13.3	\$196,059	\$204,882	\$212,053	\$218,415

Paraprofessional: 10 Day Fortnight – 15% Loading – Salary Point 11.0 and Above (inclusive of \$4 per hour Attraction and Retention Allowance)

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
11.0	\$162,669	\$169,990	\$175,940	\$181,219
11.1	\$164,839	\$172,257	\$178,286	\$183,635
11.2	\$167,009	\$174,525	\$180,634	\$186,054
11.3	\$169,183	\$176,797	\$182,985	\$188,475
11.4	\$171,348	\$179,059	\$185,327	\$190,887
11.5	\$173,526	\$181,335	\$187,682	\$193,313
12.0	\$175,692	\$183,599	\$190,025	\$195,726
12.1	\$177,871	\$185,876	\$192,382	\$198,154
12.2	\$180,027	\$188,129	\$194,714	\$200,556
12.3	\$182,201	\$190,401	\$197,066	\$202,978
12.4	\$184,372	\$192,669	\$199,413	\$205,396
12.5	\$186,548	\$194,943	\$201,767	\$207,821
13.0	\$188,709	\$197,201	\$204,104	\$210,228
13.1	\$192,318	\$200,973	\$208,008	\$214,249
13.2	\$195,922	\$204,739	\$211,905	\$218,263
13.3	\$199,530	\$208,509	\$215,807	\$222,282

Paraprofessional: 10 Day Fortnight – 20% Loading – Salary Point 11.0 and Above (inclusive of \$4 per hour Attraction and Retention Allowance)

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
11.0	\$169,742	\$177,381	\$183,590	\$189,098
11.1	\$172,005	\$179,746	\$186,038	\$191,620
11.2	\$174,271	\$182,114	\$188,488	\$194,143
11.3	\$176,540	\$184,485	\$190,942	\$196,671
11.4	\$178,798	\$186,844	\$193,384	\$199,186
11.5	\$181,069	\$189,218	\$195,841	\$201,717
12.0	\$183,331	\$191,581	\$198,287	\$204,236
12.1	\$185,602	\$193,955	\$200,744	\$206,767
12.2	\$187,854	\$196,308	\$203,179	\$209,275
12.3	\$190,124	\$198,680	\$205,634	\$211,804
12.4	\$192,389	\$201,047	\$208,084	\$214,327
12.5	\$194,657	\$203,417	\$210,537	\$216,854
13.0	\$196,914	\$205,776	\$212,979	\$219,369
13.1	\$200,680	\$209,711	\$217,051	\$223,563

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
13.2	\$204,442	\$213,642	\$221,120	\$227,754
13.3	\$208,205	\$217,575	\$225,191	\$231,947

1C.4 TECHNICAL STREAM – System Operator

10 Day Fortnight – 15.5% Loading – Salary Point 10.3 and Below (inclusive of \$4 per hour Attraction and Retention Allowance)

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
10.3	\$162,421	\$169,730	\$175,671	\$180,942

10 Day Fortnight – 17.5% Loading – Salary Point 10.3 and Below (inclusive of \$4 per hour Attraction and Retention Allowance)

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
10.3	\$165,234	\$172,670	\$178,714	\$184,076

10 Day Fortnight – 22.5% Loading – Salary Point 10.3 and Below (inclusive of \$4 per hour Attraction and Retention Allowance)

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
10.3	\$172,264	\$180,016	\$186,317	\$191,907

10 Day Fortnight – 13% Loading – Salary Point 11.0 and Above (inclusive of \$4 per hour Attraction and Retention Allowance)

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
11.0	\$159,842	\$167,035	\$172,882	\$178,069
11.1	\$161,972	\$169,261	\$175,186	\$180,442
11.2	\$164,107	\$171,492	\$177,495	\$182,820
11.3	\$166,240	\$173,721	\$179,802	\$185,197
11.4	\$168,369	\$175,946	\$182,105	\$187,569
11.5	\$170,504	\$178,177	\$184,414	\$189,947
12.0	\$172,637	\$180,406	\$186,721	\$192,323
12.1	\$174,777	\$182,642	\$189,035	\$194,707
12.2	\$176,895	\$184,856	\$191,326	\$197,066
12.3	\$179,036	\$187,093	\$193,642	\$199,452
12.4	\$181,169	\$189,322	\$195,949	\$201,828
12.5	\$183,301	\$191,550	\$198,255	\$204,203
13.0	\$185,429	\$193,774	\$200,557	\$206,574
13.1	\$188,976	\$197,480	\$204,392	\$210,524
13.2	\$192,516	\$201,180	\$208,222	\$214,469
13.3	\$196,059	\$204,882	\$212,053	\$218,415
14.0	\$199,597	\$208,579	\$215,880	\$222,357
14.1	\$203,145	\$212,287	\$219,718	\$226,310
14.2	\$206,680	\$215,981	\$223,541	\$230,248
14.3	\$210,222	\$219,682	\$227,371	\$234,193

System Operator: 10 Day Fortnight – 15% Loading – Salary Point 11.0 and Above (inclusive of \$4 per hour Attraction and Retention Allowance)

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
11.0	\$162,669	\$169,990	\$175,940	\$181,219
11.1	\$164,839	\$172,257	\$178,286	\$183,635
11.2	\$167,009	\$174,525	\$180,634	\$186,054
11.3	\$169,183	\$176,797	\$182,985	\$188,475
11.4	\$171,348	\$179,059	\$185,327	\$190,887
11.5	\$173,526	\$181,335	\$187,682	\$193,313
12.0	\$175,692	\$183,599	\$190,025	\$195,726
12.1	\$177,871	\$185,876	\$192,382	\$198,154
12.2	\$180,027	\$188,129	\$194,714	\$200,556
12.3	\$182,201	\$190,401	\$197,066	\$202,978
12.4	\$184,372	\$192,669	\$199,413	\$205,396
12.5	\$186,548	\$194,943	\$201,767	\$207,821
13.0	\$188,709	\$197,201	\$204,104	\$210,228
13.1	\$192,318	\$200,973	\$208,008	\$214,249
13.2	\$195,922	\$204,739	\$211,905	\$218,263
13.3	\$199,530	\$208,509	\$215,807	\$222,282
14.0	\$203,130	\$212,271	\$219,701	\$226,293
14.1	\$206,740	\$216,044	\$223,606	\$230,315
14.2	\$210,338	\$219,804	\$227,498	\$234,323
14.3	\$213,942	\$223,570	\$231,395	\$238,337

System Operator: 10 Day Fortnight – 20% Loading – Salary Point 11.0 and Above (inclusive of \$4 per hour Attraction and Retention Allowance)

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
11.0	\$169,742	\$177,381	\$183,590	\$189,098
11.1	\$172,005	\$179,746	\$186,038	\$191,620
11.2	\$174,271	\$182,114	\$188,488	\$194,143
11.3	\$176,540	\$184,485	\$190,942	\$196,671
11.4	\$178,798	\$186,844	\$193,384	\$199,186
11.5	\$181,069	\$189,218	\$195,841	\$201,717
12.0	\$183,331	\$191,581	\$198,287	\$204,236
12.1	\$185,602	\$193,955	\$200,744	\$206,767
12.2	\$187,854	\$196,308	\$203,179	\$209,275
12.3	\$190,124	\$198,680	\$205,634	\$211,804
12.4	\$192,389	\$201,047	\$208,084	\$214,327
12.5	\$194,657	\$203,417	\$210,537	\$216,854
13.0	\$196,914	\$205,776	\$212,979	\$219,369
13.1	\$200,680	\$209,711	\$217,051	\$223,563
13.2	\$204,442	\$213,642	\$221,120	\$227,754
13.3	\$208,205	\$217,575	\$225,191	\$231,947
14.0	\$211,961	\$221,500	\$229,253	\$236,131
14.1	\$215,728	\$225,436	\$233,327	\$240,327
14.2	\$219,483	\$229,360	\$237,388	\$244,510
14.3	\$223,244	\$233,290	\$241,456	\$248,700

1C.5 ADMINISTRATIVE AND PROFESSIONAL MANAGERIAL STREAM – Administrative Employee

10 Day Fortnight – 15.5% Loading – Salary Point 10.3 and Below (inclusive of \$2.50 per hour Attraction and Retention Allowance)

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
1.0	\$93,092	\$97,282	\$100,687	\$103,708
1.1	\$93,623	\$97,837	\$101,262	\$104,300
1.2	\$94,153	\$98,390	\$101,834	\$104,890
1.3	\$94,670	\$98,931	\$102,394	\$105,466
1.4	\$95,198	\$99,482	\$102,964	\$106,053
1.5	\$95,718	\$100,026	\$103,527	\$106,633
1.6	\$96,251	\$100,583	\$104,104	\$107,228
1.7	\$96,777	\$101,132	\$104,672	\$107,813
2.0	\$97,291	\$101,670	\$105,229	\$108,386
2.1	\$97,821	\$102,223	\$105,801	\$108,976
2.2	\$98,342	\$102,768	\$106,365	\$109,556
2.3	\$98,872	\$103,322	\$106,939	\$110,148
2.4	\$99,392	\$103,865	\$107,501	\$110,727
2.5	\$99,918	\$104,415	\$108,070	\$111,313
2.6	\$100,448	\$104,969	\$108,643	\$111,903
2.7	\$100,972	\$105,516	\$109,210	\$112,487
3.0	\$101,488	\$106,055	\$109,767	\$113,061
3.1	\$102,029	\$106,621	\$110,353	\$113,664
3.2	\$102,543	\$107,158	\$110,909	\$114,237
3.3	\$103,073	\$107,712	\$111,482	\$114,827
3.4	\$103,594	\$108,256	\$112,045	\$115,407
3.5	\$104,123	\$108,809	\$112,618	\$115,997
3.6	\$104,651	\$109,361	\$113,189	\$116,585
3.7	\$105,172	\$109,905	\$113,752	\$117,165
4.0	\$105,699	\$110,456	\$114,322	\$117,752
4.1	\$107,633	\$112,477	\$116,414	\$119,907
4.2	\$109,556	\$114,487	\$118,495	\$122,050
5.0	\$111,490	\$116,508	\$120,586	\$124,204
5.1	\$113,424	\$118,529	\$122,678	\$126,359
5.2	\$115,349	\$120,540	\$124,759	\$128,502
6.0	\$117,277	\$122,555	\$126,845	\$130,651
6.1	\$119,214	\$124,579	\$128,940	\$132,809
6.2	\$121,139	\$126,591	\$131,022	\$134,953
7.0	\$123,078	\$128,617	\$133,119	\$137,113
7.1	\$125,004	\$130,630	\$135,203	\$139,260
7.2	\$126,936	\$132,649	\$137,292	\$141,411
8.0	\$128,868	\$134,668	\$139,382	\$143,564
8.1	\$130,799	\$136,685	\$141,469	\$145,714
8.2	\$132,734	\$138,708	\$143,563	\$147,870
9.0	\$134,658	\$140,718	\$145,644	\$150,014
9.1	\$136,594	\$142,741	\$147,737	\$152,170
9.2	\$138,527	\$144,761	\$149,828	\$154,323
9.3	\$140,448	\$146,769	\$151,906	\$156,464
10.0	\$142,392	\$148,800	\$154,008	\$158,629
10.1	\$144,315	\$150,810	\$156,089	\$160,772
10.2	\$146,247	\$152,829	\$158,179	\$162,925
10.3	\$148,180	\$154,849	\$160,269	\$165,078

**Administrative Employee: 10 Day Fortnight – 17.5% Loading – Salary Point 10.3 and Below
(inclusive of \$2.50 per hour Attraction and Retention Allowance)**

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
1.0	\$94,705	\$98,967	\$102,431	\$105,504
1.1	\$95,245	\$99,532	\$103,016	\$106,107
1.2	\$95,783	\$100,094	\$103,598	\$106,706
1.3	\$96,313	\$100,648	\$104,171	\$107,297
1.4	\$96,847	\$101,206	\$104,749	\$107,892
1.5	\$97,377	\$101,759	\$105,321	\$108,481
1.6	\$97,918	\$102,325	\$105,907	\$109,085
1.7	\$98,451	\$102,882	\$106,483	\$109,678
2.0	\$98,975	\$103,429	\$107,050	\$110,262
2.1	\$99,516	\$103,995	\$107,635	\$110,865
2.2	\$100,044	\$104,546	\$108,206	\$111,453
2.3	\$100,584	\$105,111	\$108,790	\$112,054
2.4	\$101,111	\$105,661	\$109,360	\$112,641
2.5	\$101,647	\$106,222	\$109,940	\$113,239
2.6	\$102,189	\$106,788	\$110,526	\$113,842
2.7	\$102,720	\$107,343	\$111,101	\$114,435
3.0	\$103,245	\$107,892	\$111,669	\$115,020
3.1	\$103,796	\$108,467	\$112,264	\$115,632
3.2	\$104,319	\$109,014	\$112,830	\$116,215
3.3	\$104,857	\$109,576	\$113,412	\$116,815
3.4	\$105,385	\$110,128	\$113,983	\$117,403
3.5	\$105,927	\$110,694	\$114,569	\$118,007
3.6	\$106,462	\$111,253	\$115,147	\$118,602
3.7	\$106,995	\$111,810	\$115,724	\$119,196
4.0	\$107,530	\$112,369	\$116,302	\$119,792
4.1	\$109,495	\$114,423	\$118,428	\$121,981
4.2	\$111,453	\$116,469	\$120,546	\$124,163
5.0	\$113,423	\$118,528	\$122,677	\$126,358
5.1	\$115,390	\$120,583	\$124,804	\$128,549
5.2	\$117,345	\$122,626	\$126,918	\$130,726
6.0	\$119,309	\$124,678	\$129,042	\$132,914
6.1	\$121,279	\$126,737	\$131,173	\$135,109
6.2	\$123,235	\$128,781	\$133,289	\$137,288
7.0	\$125,208	\$130,843	\$135,423	\$139,486
7.1	\$127,166	\$132,889	\$137,541	\$141,668
7.2	\$129,131	\$134,942	\$139,665	\$143,855
8.0	\$131,102	\$137,002	\$141,798	\$146,052
8.1	\$133,063	\$139,051	\$143,918	\$148,236
8.2	\$135,033	\$141,110	\$146,049	\$150,431
9.0	\$136,992	\$143,157	\$148,168	\$152,614
9.1	\$138,960	\$145,214	\$150,297	\$154,806
9.2	\$140,926	\$147,268	\$152,423	\$156,996
9.3	\$142,881	\$149,311	\$154,537	\$159,174
10.0	\$144,859	\$151,378	\$156,677	\$161,378
10.1	\$146,814	\$153,421	\$158,791	\$163,555
10.2	\$148,781	\$155,477	\$160,919	\$165,747
10.3	\$150,747	\$157,531	\$163,045	\$167,937

**Administrative Employee: 10 Day Fortnight – 22.5% Loading – Salary Point 10.3 and Below
(inclusive of \$2.50 per hour Attraction and Retention Allowance)**

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
1.0	\$98,737	\$103,181	\$106,793	\$109,997
1.1	\$99,295	\$103,764	\$107,396	\$110,618
1.2	\$99,859	\$104,353	\$108,006	\$111,247
1.3	\$100,410	\$104,929	\$108,602	\$111,861
1.4	\$100,967	\$105,511	\$109,204	\$112,481
1.5	\$101,520	\$106,089	\$109,803	\$113,098
1.6	\$102,087	\$106,681	\$110,415	\$113,728
1.7	\$102,641	\$107,260	\$111,015	\$114,346
2.0	\$103,187	\$107,831	\$111,606	\$114,955
2.1	\$103,750	\$108,419	\$112,214	\$115,581
2.2	\$104,301	\$108,995	\$112,810	\$116,195
2.3	\$104,864	\$109,583	\$113,419	\$116,822
2.4	\$105,416	\$110,160	\$114,016	\$117,437
2.5	\$105,975	\$110,744	\$114,621	\$118,060
2.6	\$106,535	\$111,330	\$115,227	\$118,684
2.7	\$107,091	\$111,911	\$115,828	\$119,303
3.0	\$107,639	\$112,483	\$116,420	\$119,913
3.1	\$108,214	\$113,084	\$117,042	\$120,554
3.2	\$108,760	\$113,655	\$117,633	\$121,162
3.3	\$109,322	\$114,242	\$118,241	\$121,789
3.4	\$109,870	\$114,815	\$118,834	\$122,400
3.5	\$110,436	\$115,406	\$119,446	\$123,030
3.6	\$110,994	\$115,989	\$120,049	\$123,651
3.7	\$111,547	\$116,567	\$120,647	\$124,267
4.0	\$112,106	\$117,151	\$121,252	\$124,890
4.1	\$114,154	\$119,291	\$123,467	\$127,172
4.2	\$116,196	\$121,425	\$125,675	\$129,446
5.0	\$118,247	\$123,569	\$127,894	\$131,731
5.1	\$120,297	\$125,711	\$130,111	\$134,015
5.2	\$122,338	\$127,844	\$132,319	\$136,289
6.0	\$124,383	\$129,981	\$134,531	\$138,567
6.1	\$126,440	\$132,130	\$136,755	\$140,858
6.2	\$128,481	\$134,263	\$138,963	\$143,132
7.0	\$130,537	\$136,412	\$141,187	\$145,423
7.1	\$132,579	\$138,546	\$143,396	\$147,698
7.2	\$134,626	\$140,685	\$145,609	\$149,978
8.0	\$136,680	\$142,831	\$147,831	\$152,266
8.1	\$138,726	\$144,969	\$150,043	\$154,545
8.2	\$140,779	\$147,115	\$152,265	\$156,833
9.0	\$142,821	\$149,248	\$154,472	\$159,107
9.1	\$144,872	\$151,392	\$156,691	\$161,392
9.2	\$146,922	\$153,534	\$158,908	\$163,676
9.3	\$148,960	\$155,664	\$161,113	\$165,947
10.0	\$151,024	\$157,821	\$163,345	\$168,246
10.1	\$153,061	\$159,949	\$165,548	\$170,515
10.2	\$155,108	\$162,088	\$167,762	\$172,795
10.3	\$157,161	\$164,234	\$169,983	\$175,083

**Administrative Employee: 10 Day Fortnight – 13% Loading – Salary Point 11.0 and Above
(inclusive of \$2.50 per hour Attraction and Retention Allowance)**

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
11.0	\$145,908	\$152,474	\$157,811	\$162,546
11.1	\$148,039	\$154,701	\$160,116	\$164,920
11.2	\$150,172	\$156,930	\$162,423	\$167,296
11.3	\$152,308	\$159,162	\$164,733	\$169,675
11.4	\$154,433	\$161,383	\$167,032	\$172,043
11.5	\$156,574	\$163,620	\$169,347	\$174,428
12.0	\$158,706	\$165,848	\$171,653	\$176,803
12.1	\$160,844	\$168,082	\$173,965	\$179,184
12.2	\$162,963	\$170,297	\$176,258	\$181,546
12.3	\$165,100	\$172,530	\$178,569	\$183,927
12.4	\$167,235	\$174,761	\$180,878	\$186,305
12.5	\$169,369	\$176,991	\$183,186	\$188,682
13.0	\$171,495	\$179,213	\$185,486	\$191,051
13.1	\$175,039	\$182,916	\$189,319	\$194,999
13.2	\$178,584	\$186,621	\$193,153	\$198,948
13.3	\$182,127	\$190,323	\$196,985	\$202,895
14.0	\$185,666	\$194,021	\$200,812	\$206,837
14.1	\$189,210	\$197,725	\$204,646	\$210,786
14.2	\$192,747	\$201,421	\$208,471	\$214,726
14.3	\$196,287	\$205,120	\$212,300	\$218,669

**Administrative Employee: 10 Day Fortnight – 15% Loading – Salary Point 11.0 and Above
(inclusive of \$2.50 per hour Attraction and Retention Allowance)**

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
11.0	\$148,492	\$155,175	\$160,607	\$165,426
11.1	\$150,659	\$157,439	\$162,950	\$167,839
11.2	\$152,830	\$159,708	\$165,298	\$170,257
11.3	\$155,003	\$161,979	\$167,649	\$172,679
11.4	\$157,169	\$164,242	\$169,991	\$175,091
11.5	\$159,345	\$166,516	\$172,345	\$177,516
12.0	\$161,512	\$168,781	\$174,689	\$179,930
12.1	\$163,689	\$171,056	\$177,043	\$182,355
12.2	\$165,848	\$173,312	\$179,378	\$184,760
12.3	\$168,022	\$175,583	\$181,729	\$187,181
12.4	\$170,193	\$177,852	\$184,077	\$189,600
12.5	\$172,366	\$180,123	\$186,428	\$192,021
13.0	\$174,530	\$182,384	\$188,768	\$194,432
13.1	\$178,140	\$186,157	\$192,673	\$198,454
13.2	\$181,747	\$189,926	\$196,574	\$202,472
13.3	\$185,351	\$193,692	\$200,472	\$206,487
14.0	\$188,950	\$197,453	\$204,364	\$210,495
14.1	\$192,557	\$201,223	\$208,266	\$214,514
14.2	\$196,158	\$204,986	\$212,161	\$218,526
14.3	\$199,760	\$208,750	\$216,057	\$222,539

**Administrative Employee: 10 Day Fortnight – 20% Loading – Salary Point 11.0 and Above
(inclusive of \$2.50 per hour Attraction and Retention Allowance)**

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
11.0	\$154,947	\$161,920	\$167,588	\$172,616
11.1	\$157,210	\$164,285	\$170,035	\$175,137
11.2	\$159,476	\$166,653	\$172,486	\$177,661
11.3	\$161,743	\$169,022	\$174,938	\$180,187
11.4	\$164,000	\$171,380	\$177,379	\$182,701
11.5	\$166,273	\$173,756	\$179,838	\$185,234
12.0	\$168,536	\$176,121	\$182,286	\$187,755
12.1	\$170,808	\$178,495	\$184,743	\$190,286
12.2	\$173,059	\$180,847	\$187,177	\$192,793
12.3	\$175,327	\$183,217	\$189,630	\$195,319
12.4	\$177,596	\$185,588	\$192,084	\$197,847
12.5	\$179,861	\$187,955	\$194,534	\$200,371
13.0	\$182,119	\$190,315	\$196,977	\$202,887
13.1	\$185,884	\$194,249	\$201,048	\$207,080
13.2	\$189,647	\$198,182	\$205,119	\$211,273
13.3	\$193,408	\$202,112	\$209,186	\$215,462
14.0	\$197,166	\$206,039	\$213,251	\$219,649
14.1	\$200,932	\$209,974	\$217,324	\$223,844
14.2	\$204,686	\$213,897	\$221,384	\$228,026
14.3	\$208,446	\$217,827	\$225,451	\$232,215

1C.6 ADMINISTRATIVE AND PROFESSIONAL MANAGERIAL STREAM – Professional Managerial Employee

10 Day Fortnight – 15.5% Loading – Salary Point 10.3 and Below (inclusive of \$2.50 per hour Attraction and Retention Allowance)

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
6.2	\$121,139	\$126,591	\$131,022	\$134,953
7.0	\$123,078	\$128,617	\$133,119	\$137,113
7.1	\$125,004	\$130,630	\$135,203	\$139,260
7.2	\$126,936	\$132,649	\$137,292	\$141,411
8.0	\$128,868	\$134,668	\$139,382	\$143,564
8.1	\$130,799	\$136,685	\$141,469	\$145,714
8.2	\$132,734	\$138,708	\$143,563	\$147,870
9.0	\$134,658	\$140,718	\$145,644	\$150,014
9.1	\$136,594	\$142,741	\$147,737	\$152,170
9.2	\$138,527	\$144,761	\$149,828	\$154,323
9.3	\$140,448	\$146,769	\$151,906	\$156,464
10.0	\$142,392	\$148,800	\$154,008	\$158,629
10.1	\$144,315	\$150,810	\$156,089	\$160,772
10.2	\$146,247	\$152,829	\$158,179	\$162,925
10.3	\$148,180	\$154,849	\$160,269	\$165,078

10 Day Fortnight – 17.5% Loading – Salary Point 10.3 and Below (inclusive of \$2.50 per hour Attraction and Retention Allowance)

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
6.2	\$123,235	\$128,781	\$133,289	\$137,288
7.0	\$125,208	\$130,843	\$135,423	\$139,486
7.1	\$127,166	\$132,889	\$137,541	\$141,668
7.2	\$129,131	\$134,942	\$139,665	\$143,855
8.0	\$131,102	\$137,002	\$141,798	\$146,052
8.1	\$133,063	\$139,051	\$143,918	\$148,236
8.2	\$135,033	\$141,110	\$146,049	\$150,431
9.0	\$136,992	\$143,157	\$148,168	\$152,614
9.1	\$138,960	\$145,214	\$150,297	\$154,806
9.2	\$140,926	\$147,268	\$152,423	\$156,996
9.3	\$142,881	\$149,311	\$154,537	\$159,174
10.0	\$144,859	\$151,378	\$156,677	\$161,378
10.1	\$146,814	\$153,421	\$158,791	\$163,555
10.2	\$148,781	\$155,477	\$160,919	\$165,747
10.3	\$150,747	\$157,531	\$163,045	\$167,937

10 Day Fortnight – 22.5% Loading – Salary Point 10.3 and Below (inclusive of \$2.50 per hour Attraction and Retention Allowance)

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
6.2	\$128,481	\$134,263	\$138,963	\$143,132
7.0	\$130,537	\$136,412	\$141,187	\$145,423
7.1	\$132,579	\$138,546	\$143,396	\$147,698
7.2	\$134,626	\$140,685	\$145,609	\$149,978

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
8.0	\$136,680	\$142,831	\$147,831	\$152,266
8.1	\$138,726	\$144,969	\$150,043	\$154,545
8.2	\$140,779	\$147,115	\$152,265	\$156,833
9.0	\$142,821	\$149,248	\$154,472	\$159,107
9.1	\$144,872	\$151,392	\$156,691	\$161,392
9.2	\$146,922	\$153,534	\$158,908	\$163,676
9.3	\$148,960	\$155,664	\$161,113	\$165,947
10.0	\$151,024	\$157,821	\$163,345	\$168,246
10.1	\$153,061	\$159,949	\$165,548	\$170,515
10.2	\$155,108	\$162,088	\$167,762	\$172,795
10.3	\$157,161	\$164,234	\$169,983	\$175,083

**Professional Managerial: 10 Day Fortnight – 13% Loading – Salary Point 11.0 and Above
(inclusive of \$2.50 per hour Attraction and Retention Allowance)**

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
11.0	\$145,908	\$152,474	\$157,811	\$162,546
11.1	\$148,039	\$154,701	\$160,116	\$164,920
11.2	\$150,172	\$156,930	\$162,423	\$167,296
11.3	\$152,308	\$159,162	\$164,733	\$169,675
11.4	\$154,433	\$161,383	\$167,032	\$172,043
11.5	\$156,574	\$163,620	\$169,347	\$174,428
12.0	\$158,706	\$165,848	\$171,653	\$176,803
12.1	\$160,844	\$168,082	\$173,965	\$179,184
12.2	\$162,963	\$170,297	\$176,258	\$181,546
12.3	\$165,100	\$172,530	\$178,569	\$183,927
12.4	\$167,235	\$174,761	\$180,878	\$186,305
12.5	\$169,369	\$176,991	\$183,186	\$188,682
13.0	\$171,495	\$179,213	\$185,486	\$191,051
13.1	\$175,039	\$182,916	\$189,319	\$194,999
13.2	\$178,584	\$186,621	\$193,153	\$198,948
13.3	\$182,127	\$190,323	\$196,985	\$202,895
14.0	\$185,666	\$194,021	\$200,812	\$206,837
14.1	\$189,210	\$197,725	\$204,646	\$210,786
14.2	\$192,747	\$201,421	\$208,471	\$214,726
14.3	\$196,287	\$205,120	\$212,300	\$218,669
15.0	\$199,836	\$208,829	\$216,139	\$222,624
15.1	\$203,770	\$212,940	\$220,393	\$227,005
15.2	\$207,707	\$217,054	\$224,651	\$231,391
15.3	\$211,644	\$221,168	\$228,909	\$235,777
15.4	\$215,574	\$225,275	\$233,160	\$240,155
15.5	\$219,512	\$229,391	\$237,420	\$244,543
16.0	\$223,443	\$233,498	\$241,671	\$248,922
16.1	\$227,773	\$238,023	\$246,354	\$253,745
16.2	\$232,099	\$242,544	\$251,034	\$258,566
16.3	\$236,431	\$247,071	\$255,719	\$263,391
16.4	\$240,760	\$251,595	\$260,401	\$268,214
16.5	\$245,088	\$256,117	\$265,082	\$273,035

**Professional Managerial: 10 Day Fortnight – 15% Loading – Salary Point 11.0 and Above
(inclusive of \$2.50 per hour Attraction and Retention Allowance)**

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
11.0	\$148,492	\$155,175	\$160,607	\$165,426
11.1	\$150,659	\$157,439	\$162,950	\$167,839
11.2	\$152,830	\$159,708	\$165,298	\$170,257
11.3	\$155,003	\$161,979	\$167,649	\$172,679
11.4	\$157,169	\$164,242	\$169,991	\$175,091
11.5	\$159,345	\$166,516	\$172,345	\$177,516
12.0	\$161,512	\$168,781	\$174,689	\$179,930
12.1	\$163,689	\$171,056	\$177,043	\$182,355
12.2	\$165,848	\$173,312	\$179,378	\$184,760
12.3	\$168,022	\$175,583	\$181,729	\$187,181
12.4	\$170,193	\$177,852	\$184,077	\$189,600
12.5	\$172,366	\$180,123	\$186,428	\$192,021
13.0	\$174,530	\$182,384	\$188,768	\$194,432
13.1	\$178,140	\$186,157	\$192,673	\$198,454
13.2	\$181,747	\$189,926	\$196,574	\$202,472
13.3	\$185,351	\$193,692	\$200,472	\$206,487
14.0	\$188,950	\$197,453	\$204,364	\$210,495
14.1	\$192,557	\$201,223	\$208,266	\$214,514
14.2	\$196,158	\$204,986	\$212,161	\$218,526
14.3	\$199,760	\$208,750	\$216,057	\$222,539
15.0	\$203,371	\$212,523	\$219,962	\$226,561
15.1	\$207,375	\$216,707	\$224,292	\$231,021
15.2	\$211,384	\$220,897	\$228,629	\$235,488
15.3	\$215,387	\$225,080	\$232,958	\$239,947
15.4	\$219,388	\$229,261	\$237,286	\$244,405
15.5	\$223,397	\$233,450	\$241,621	\$248,870
16.0	\$227,397	\$237,630	\$245,948	\$253,327
16.1	\$231,805	\$242,237	\$250,716	\$258,238
16.2	\$236,207	\$246,837	\$255,477	\$263,142
16.3	\$240,616	\$251,444	\$260,245	\$268,053
16.4	\$245,022	\$256,048	\$265,010	\$272,961
16.5	\$249,428	\$260,653	\$269,776	\$277,870

**Professional Managerial: 10 Day Fortnight – 20% Loading – Salary Point 11.0 and Above
(inclusive of \$2.50 per hour Attraction and Retention Allowance)**

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
11.0	\$154,947	\$161,920	\$167,588	\$172,616
11.1	\$157,210	\$164,285	\$170,035	\$175,137
11.2	\$159,476	\$166,653	\$172,486	\$177,661
11.3	\$161,743	\$169,022	\$174,938	\$180,187
11.4	\$164,000	\$171,380	\$177,379	\$182,701
11.5	\$166,273	\$173,756	\$179,838	\$185,234
12.0	\$168,536	\$176,121	\$182,286	\$187,755
12.1	\$170,808	\$178,495	\$184,743	\$190,286
12.2	\$173,059	\$180,847	\$187,177	\$192,793
12.3	\$175,327	\$183,217	\$189,630	\$195,319
12.4	\$177,596	\$185,588	\$192,084	\$197,847
12.5	\$179,861	\$187,955	\$194,534	\$200,371

Salary Point	Rates effective 1 st March 2024	Rates effective 1 st March 2025	Rates effective 1 st March 2026	Rates effective 1 st March 2027
13.0	\$182,119	\$190,315	\$196,977	\$202,887
13.1	\$185,884	\$194,249	\$201,048	\$207,080
13.2	\$189,647	\$198,182	\$205,119	\$211,273
13.3	\$193,408	\$202,112	\$209,186	\$215,462
14.0	\$197,166	\$206,039	\$213,251	\$219,649
14.1	\$200,932	\$209,974	\$217,324	\$223,844
14.2	\$204,686	\$213,897	\$221,384	\$228,026
14.3	\$208,446	\$217,827	\$225,451	\$232,215
15.0	\$212,215	\$221,765	\$229,527	\$236,413
15.1	\$216,390	\$226,128	\$234,043	\$241,065
15.2	\$220,574	\$230,500	\$238,568	\$245,726
15.3	\$224,751	\$234,865	\$243,086	\$250,379
15.4	\$228,927	\$239,229	\$247,603	\$255,032
15.5	\$233,107	\$243,597	\$252,123	\$259,687
16.0	\$237,284	\$247,962	\$256,641	\$264,341
16.1	\$241,885	\$252,770	\$261,617	\$269,466
16.2	\$246,477	\$257,569	\$266,584	\$274,582
16.3	\$251,075	\$262,374	\$271,558	\$279,705
16.4	\$255,677	\$267,183	\$276,535	\$284,832
16.5	\$260,270	\$271,983	\$281,503	\$289,949

REDUNDANCY**1. Preface**

The following provisions, other than those for voluntary redundancy, consultation and notice, are only to be accessed once Energy Queensland has exhausted the relevant provisions laid out in Clause 1.10 Employment Security, of this Agreement.

Redundancy occurs when Energy Queensland identifies that the need for work of a particular kind has substantially diminished or ceased. Redundancy will normally occur where changed circumstances or work practices affect the efficient and economical working of the enterprise. Employees will be considered for retrenchment/redeployment on the basis of merit, equity, skills, competencies and length of service where a position is declared redundant. This process will not discriminate on the basis of sex, sexual preference, marital status, pregnancy, family responsibilities, age, race, colour, national origin, impairment, trade union activity, political conviction or on any other ground outlined by all and any relevant legislation.

2. Exclusions

This clause does not apply to an employee who:

- Is a casual employee;
- Is a Fixed Term employee as defined in this Agreement;
- Is an apprentice or a trainee under a traineeship;
- Does not have at least one (1) years' continuous service;
- Unreasonably refuses an offer of suitable alternative employment with Energy Queensland;
- Terminates employment during the period of notice given under Clause 3.9.3 Notice of Termination by Employee, without the prior approval of Energy Queensland unless the approval is unreasonably withheld;
- Is terminated for neglect of duty, serious misconduct warranting summary dismissal; and/or
- Is specifically excluded by any provisions of this clause.

3. Objectives

The objectives of this provision are to:

- Provide sufficient flexibility to effectively address workforce issues arising from the rationalisation of operations and services from time to time within Energy Queensland, the changing nature of work and/or the rapidly changing environment within which Energy Queensland operates.
- Address these issues in an equitable fashion that supports the Energy Queensland commitment to its shareholders and the public's expectations for long term sustainable returns on their investments in this business.
- Maintain employees in employment within Energy Queensland wherever possible.
- Give preference to redeployment and voluntary retrenchment where appropriate.
- Provide financial assistance to employees who accept transfers to other locations.
- Pay monetary compensation to employees for whom suitable alternative employment cannot be found and whose employment is to be terminated.

4. Definitions

"Ordinary Rate of Pay" – The ordinary rate of pay for the purposes of this clause will encompass the following:

- Salary Rate as provided for in "Schedule 1 – Energy Queensland Salaries";
- Allowances for skills on a weekly basis (if applicable);

- Substation/Test Allowance on a weekly basis (if applicable); or
- Locality Allowance on a weekly basis (if applicable).

The Ordinary Rate of Pay excludes overtime, shift loadings and weekend penalty rates (if applicable), except where an agreement is in place which provides for an annualised salary arrangement. In these circumstances, the ordinary rate of pay will be the annualised salary rate of pay.

“Length of Service” – The completed years of service is calculated by determining the period between the employee’s industry start date (as recognised by Energy Queensland) and the employee’s termination date.

If an employee is working, or has worked, a period of part-time employment, that employee’s length of service will be calculated to recognise the actual hours of part-time employment.

5. Consultation

Where it appears that a position or positions are likely to become redundant, and prior to formal redundancy notices being issued, Energy Queensland will provide, at the earliest possible time, all relevant details to the appropriate Union parties. These details will include:

- The reasons for the position or positions becoming redundant; and
- The number, location and other details of the redundant positions.

Energy Queensland will arrange discussions to take place with the relevant Union parties which will include:

- The method of identifying the positions identified as redundant, having regard to the efficient and economical working of the enterprise;
- Advice and the timing of that advice to the employees;
- The appropriateness of using voluntary retrenchment; and
- Redeployment options.

6. Notice of Redundancy and Commitment to Redeployment

An employee will receive formal notification that their position is to become redundant at least six (6) months prior to the event occurring. Notification will also be given to the relevant Union parties. Once notification has been provided to an employee, Energy Queensland will take all reasonable steps to determine what other employment opportunities exist within Energy Queensland that are suitable for redeployment, and that enable the organisation to best utilise the skills of the employee. Redeployment may take the form of permanent, temporary, or project work.

Employees redeployed to a lower level position will remain committed to redeployment at their substantive level and may accept an offer of a suitable alternative role at level, subject to appropriate support and retraining. Such acceptance will not be unreasonably withheld during the first two (2) years following notification that their position is to become redundant.

If the employee finds the new position unsatisfactory within a period of three (3) months, they will have the opportunity to return to their redeployed position. Employees who are on salary maintenance and who apply for a suitable alternative role at their substantive level, will be assessed on the basis of suitability for the role.

6.1 Yurika Interstate Employment

In circumstances where a permanent Yurika employee engaged in locations and positions outside of the State of Queensland is working on an interstate project that ceases and no other meaningful work is available within the same location, Energy Queensland will take all reasonable steps to determine what other employment opportunities exist within Energy Queensland that are suitable for redeployment in another location, which may be in another State/Territory required to support other Yurika work. Consideration will be given to working arrangements, including Fly-In Fly-Out (FIFO) arrangements, subject to operational requirements.

7. Redeployment

Following the consultative steps as outlined above, all efforts will be made to find suitable alternative employment for employees whose positions are declared redundant. After the processes detailed above have occurred, each affected employee will be individually interviewed to determine what options may exist for the management of that employee's future.

Energy Queensland will seek to expeditiously place displaced employees into permanent roles. In this regard Energy Queensland will facilitate an Employee Transition Program (ETP), which will be developed in consultation with the parties. The following roles and responsibilities will apply to the ETP.

Employees participating on the ETP must:

- a. Commit to participating in relevant training, and applying for appropriate roles.
- b. Take advantage of every reasonable opportunity to upgrade their skills and actively participate in the program.
- c. Undertake on-the-job learning.

The employee will have access to a range of support whilst on the ETP including:

- a. The Employee Assistance Program (EAP), to help the employee deal with the personal and practical issues related to work changes;
- b. Career counselling to allow the employee to identify career aspirations;
- c. Retraining to help achieve a chosen career path, including the completion of a skills audit and the development of a training plan; and
- d. Job search assistance to allow the employee every opportunity to secure new roles.

Energy Queensland management is responsible for:

- a. Referral of the employee to the ETP.
- b. Promoting Energy Queensland's commitment to the program.
- c. Providing employees with the necessary resources, support and training, including the identification of suitable training programs, to enable them to make employment transitions, including any reasonable adjustment considerations.
- d. Ensuring the employee has access to the necessary resources for achieving the objectives of the placement strategy e.g. provide on-the-job learning, job search assistance, access to the EAP.
- e. Ensuring the employee has continuing placement whilst participating on the ETP and not unreasonably withhold opportunities for placement.

Employees will remain in the ETP until a suitable alternative position is found or Clause 9 Voluntary Retrenchment is applied.

Where applicable payment of redeployment expenses will be in accordance with the Energy Queensland Policy covering relocation.

Redeployed employees may be eligible for retrenchment benefits if it is found within three (3) months by either themselves or Energy Queensland that the alternative position is unsatisfactory.

8. Salary Maintenance

Employees, whose positions are made redundant during the life of this Agreement and who are appointed to a position with a lower salary level, will have the salary/wage of their original position maintained for the tenure of their employment with Energy Queensland (in the case of employees covered by contracts and/or employment agreements implemented in accord with this Agreement, the cash component outlined in their individual agreement/contract will apply).

9. Voluntary Retrenchment

Employees can apply for Voluntary Retrenchment. Approval will be at the sole discretion of Energy Queensland.

Employees whose application for voluntary retrenchment is approved, will be entitled to receive all eligible retrenchment benefits (including Early Separation Incentive Payment if applicable) upon termination in accordance with this clause.

10. Early Separation Incentive Payment (ESIP)

Employees who have received formal notification of their redundancy may apply for an ESIP.

Approval of ESIP is at the discretion of Energy Queensland.

Employees must terminate their employment on the separation date identified by Energy Queensland. ESIP consists of 13 weeks incentive payment in addition to all other payments that may comprise a retrenchment package. This incentive payment will be calculated at the ordinary rate of pay.

11. Benefits

An employee who is retrenched will be entitled to the following.

- a. An ex-gratia Retrenchment Payment of three (3) weeks per year of service (with a minimum payment of four (4) weeks), together with a proportionate amount for an incomplete year of service. The maximum Retrenchment Payment will be 75 weeks. If an employee is working, or has worked a period of part-time employment, the Retrenchment Payment will be calculated on a pro-rata basis to include the period of part-time employment.
- b. An ESIP of 13 weeks may be paid where applicable.
- c. Annual Leave: Payment for annual leave includes an employee's accumulated balance as well as the pro-rata balance. Pro-rata annual leave is paid to the date of termination.
- d. Long Service Leave: A long service leave payment of 1.3 weeks for each completed year of service will be made. Pro-rata long service leave will be paid for an incomplete year of service up to the date of termination. Any long service leave already taken will be deducted.
- e. Days of Time Off In Lieu: All balances of accrued time off in lieu will be paid. These will be paid at the ordinary rate applicable at the date of termination.
- f. An Income Protection Policy to provide specified insurance cover for loss of earnings due to illness in the 12 months immediately following retrenchment. This policy will be subject to market accessibility and in accordance with the terms outlined in the policy. This policy will be limited to a period of one (1) year.

12. General

A Retrenchment Benefit is compensation for loss of employment tenure, and it is not a resignation benefit. The relevant local manager may approve leave with pay for affected employees to attend personal employment interviews.

Each affected employee will be provided with a statement showing the calculation of an estimate of the Retrenchment Payment prior to retrenchment.

Assistance will be given for employees to access relevant support providers which may include financial advisers, employee assistance counsellors, outplacement services or access to agreed training providers. Reasonable expenses as determined by Energy Queensland associated with these services may be reimbursed by Energy Queensland.

CLASSIFICATION STRUCTURE

Energy Queensland acknowledges that ongoing discussions will occur between the parties to this Agreement regarding issues identified within the classification structure.

Classifications - Transmission and Supply

The classification definitions in this Agreement recognise the following three (3) broad streams:

1. Administrative;
2. Technical; and
3. Professional/Managerial.

Administrative Stream

The Administrative stream will include employees engaged in:

- Clerical; and
- Administrative tasks.

Definitions contained in this stream recognise that Administrative employees will be engaged in broad disciplines including:

- Personnel,
- Industrial Relations,
- Computing,
- Administration,
- Logistics (Materials Supply),
- Finance,
- Sales; and
- Marketing.

In the Administrative stream, adult employees not employed in formal traineeships will be given the opportunity to train to minimum Salary Level 5.1 on the basis of skills acquired and required to be used which are assessed annually.

Technical Stream

The Technical stream incorporates two (2) broad vocational fields:

1. Power Workers; and
2. Technical Employees.

Power Worker includes but is not restricted to employees primarily engaged in work assisting tradespersons, store work, general labouring and cleaning duties, plant vehicle and/or equipment operation and rigging or scaffolding.

Each new employee engaged at Power Worker Level 1 will be given the opportunity to train to a minimum skill level of Power Worker Level 2 (Salary Level 2.7).

An employee will be given the opportunity to complete such training within three (3) years of appointment. Approved Training Plans may be developed to Power Worker Level 5.

Technical Employee includes employees who possess as a minimum qualification, a trades certificate or certificate of competency (as defined in the Electricity Act) and are engaged in the broad trade disciplines as defined.

Employees primarily engaged on, but not restricted to, work in Engineering, Science, Other Technical, and Supervisory functions.

Each tradesperson in this stream will be given the opportunity to train to a minimum skill level of Technical Employee Level 2 (Salary Point 5.2).

The tradesperson will be given the opportunity to complete such training within three (3) years of appointment.

Apprentices and trainee linespersons/jointers will be given the opportunity to complete such training within two (2) years of appointment.

Each employee engaged in the Engineering/Science/Other Technical discipline will be given the opportunity to train to a minimum skill level of Technical Employee Level 3 (Salary Point 8.0).

Trade Disciplines

The definitions recognise that tradespersons will be engaged in the following five (5) broad disciplines:

1. **Electrical/Electronic:** Including the design, assembly, manufacture, installation, modification, testing, fault finding, commissioning, maintenance and service of all electrical and electronic devices, systems equipment and controls, e.g. electric wiring, motors, generators, programmable logic controllers and other electronic controls, instruments, refrigeration, telecommunications, radio and television, communication and information processing equipment, and automotive electrics;
2. **Power Distribution:** Including the design, construction, installation, modification, testing, fault finding commissioning, maintenance and service of underground and overhead power distribution/transmission systems, equipment and controls;
3. **Mechanical:** Including the design, assembly, manufacture, installation modification, testing, fault finding, commissioning, maintenance and service of all mechanical equipment, machinery, fluid power systems, automotive mechanics, instruments, refrigeration and the use of related computer controlled equipment, e.g. computer numeric controlled machine tools;
4. **Fabrication/Vehicle building:** Including fabrication, forging, founding, structural steel erection, electroplating, metal spinning, metal polishing, sheet metal work, and the use of related computer controlled equipment. This includes fabrication in all metals, plastic, carbon fibre, composite materials, ceramics and other material; and
5. **Building Services:** Includes carpentry, plumbing, painting, and other related fields.

Tasks which an employee may perform are subject to the employee having the appropriate Trade and Post Trade Training to enable the employee to perform the particular tasks.

Engineering/Science/System Control Operator/Other Technical and Supervisory

The definitions also recognise three (3) additional broad disciplines within the Technical stream.

Engineering/Science/Other Technical will include employees who possess as a minimum qualification, an appropriate Associate Diploma or equivalent and who are:

- Responsible for using their Engineering/Science/Other Technical skills and judgement in a range of engineering, scientific, occupational health or engineering surveying functions including design, drafting, graphics, planning, research, quality process, cost estimating, construction, survey, property assessment, laboratory research and testing, manufacture, diagnostics, communications, computers, operation of complex equipment, maintenance, standards, testing, inspection, supervision, budgeting, scheduling, data recording, data analysis, reporting, calculations, project co-ordination, administrative functions, and technical management.
- Responsible for the provision of technical advice and services to domestic, commercial, rural and industrial consumers on effective utilisation of electricity.

Supervisory will include employees primarily involved in supervising, co-ordination and training activities, including employees who are:

- Responsible for the work of other employees and/or provision of on-the-job training and/or technical guidance;

- Responsible for the supervision and/or training of other supervisors or trainers;
- Responsible for the supervision and/or inspection of work projects and construction.

System Control Operators

System Control Operators are employees directly engaged in the control and operation of electricity transmission and or electricity distribution systems from designated Control Centres:

- These employees will be engaged in tasks including but not limited to monitoring, operating and non-technical maintenance of plant and equipment, and training, supervising and coordinating for the above.
- Each employee in this field may progress through the acquisition of skills in accordance with an Approved Training Plan.
- The Parties agree to recognise internal training provided by Energy Queensland leading to an essential competency until such time as agreed Specific Accredited Training is available.

Professional/Managerial Stream

- Positions within the Professional/Managerial stream will require a degree qualification or equivalent, in a relevant field and/or may require registration by a Professional Board.
- Professional/Managerial employees will be required to provide professional advice, services and support in specialist fields of competence, and/or undertake management or supervision of part of the organisation.

Progression will depend upon the acquisition and use of additional skills/competencies. The rate of progression will depend upon the individual acquiring and applying skills/competencies in accordance with relevant Career Path criteria.

Definitions contained in this Stream recognise that Professional/Managerial employees will be engaged in broad disciplines including Legal, Accounting, Architecture, Engineering, Computing, Chemistry, Economics, Metallurgy, Psychology, Science, Surveying, Valuing, Managerial, Marketing and Employee/Industrial Relations.

Competency standards

The Parties to this Agreement are committed to the development and implementation of relevant nationally accredited training packages, or relevant Queensland training orders or other training as agreed by the Parties from time to time.

General Definitions

Training Committee will mean the Training Committee is a group of Energy Queensland and Nominated Employee Representatives who have responsibility to provide guidelines and monitor training activities for Energy Queensland.

Modules

For the purposes of these definitions, a “module” will mean that amount of structured training (which may comprise either on and/or off the job components) which is recognised as equivalent by the Parties. Unresolved grievances will be referred to the Training Committee for recommendation.

Progression Rules

- Progression within the classification and/or salary structure may occur on one of the following bases:
- The acquisition of skills in accordance with an approved employee development plan;
- Reclassification on the basis of the demonstration of skills acquired and required to be used; or
- Appointment to a position with a higher classification.

Employee Development Plans

An employee development plan will be available to each employee. The mutual needs of Energy Queensland and its employees will be considered in respect of the development of employee development plans in order to provide the skills and competencies to meet work requirements.

The plan will identify the training to be completed, the agreed time for undertaking and completing the training and any provisions or arrangements for training time or leave for training purposes.

The plan will be developed and agreed by the employee and the employee's supervisor. An employee's access to an employee development plan will not be unreasonably delayed or withheld. Where an employee has concerns regarding their access to an employee development plan, they can access the grievance and dispute resolution procedure outlined in Part 2 of this Agreement.

Recognition of Employees Skills/Qualifications

An employee may have prior work experience and/or current knowledge recognised as being equivalent to a qualification outlined in the classification structure. Such recognition may occur by the employee requesting assessment through the Competency Recognition Procedure. This procedure forms part of the agreed Implementation Guide.

Recognition of an employee's skills may occur on one (1) of the following bases:

- Where Competency Standards exist, the assessment will be carried out by testing against the Competency Standards using a formal Recognition of Prior Learning process; or
- Where Competency Standards do not exist, Recognition of Prior Learning assessment will be carried out by testing against Interim Competency Levels or Learning Outcomes from training programs/modules, recognised by the Training Committee for agreement purposes.

Recognition of Other Factors

For the purposes of this Agreement, other relevant factors may be deemed to have a monetary value, in addition to that provided through training.

Career Paths

Where career paths applicable to definitions in the Administrative, Technical, Professional and Managerial, have already been agreed, or have already been filed with the Industrial Registrar prior to the making of this Agreement or, are agreed to after the making of the Agreement, the Career Paths are to be used in conjunction with the Agreement Classification definitions to resolve any dispute regarding an employee's classification. Career paths will be developed through the appropriate consultative mechanism involving representatives of Energy Queensland, employees and the relevant Unions.

Schedule Classification Stream

A Administrative;

B Technical; and

C Professional and Managerial.

Career paths relate to a nominated employee representative stream and will outline how the Classification Structure and Definitions are to be implemented.

Employees with Trade or Equivalent Certificate, plus an Associate Diploma

An employee who is required to possess a Trade Certificate or equivalent, plus an Associate Diploma will, as a minimum, be classified at Salary Point 7.0.

Employees Without Relevant Work Experience

An employee who is required as a condition of employment to possess a particular level of academic qualification, but who is without relevant work experience, will as a minimum enter the classification structure at the following Salary Points:

Qualification Minimum Entry Point

- Certificate IV SALARY POINT 4.0
- Advanced Diploma SALARY POINT 5.0
- 3 Year Degree SALARY POINT 6.2

- 4 Year Degree SALARY POINT 8.0

Note: A Paraprofessional, trained within a Paraprofessional Traineeship, will have a minimum entry Salary Point of 5.2.

Definition of “Or Equivalent”

For the purposes of this Agreement the term “or equivalent” means and includes, but is not limited to the following: equivalent accredited training, competencies, skills, certification, or experience and such other training or other factors as may be agreed between the Parties from time to time.

Classification Definition - Administrative Stream

Administrative Stream Classification Structure Outline

Salary Point	Classification Level	Training Requirements
16.0		
15.0	↑	↑
14.0	Administrative Employee Level 11	Advanced Diploma + additional training or equivalent
13.0	Administrative Employee Level 10	Advanced Diploma + additional training or equivalent
12.0	Administrative Employee Level 9	Advanced Diploma + additional training or equivalent
11.0	Administrative Employee Level 8	Advanced Diploma or equivalent
10.0	*	22 modules or equivalent
9.0	Administrative Employee Level 7	Advanced Certificate or equivalent
8.0	*	12 modules or equivalent
7.0	Administrative Employee Level 6	9 modules or equivalent
6.0	*	6 modules or equivalent
5.0	Administrative Employee Level 5	3 modules or equivalent
4.0	Administrative Employee Level 4	Certificate III or equivalent
3.0	Administrative Employee Level 3	Administrative Employee Level 3
2.0	Administrative Employee Level 2	Certificate I or equivalent
1.0	Administrative Employee Level 1(b)	Undertaking structured training towards a Certificate I
0.0	Administrative Employee Level 1(a)	Induction Training

* Reference to Salary Points 6, 8, 10 are for explanation purposes only and are not to be treated as classifications for Agreement purposes.

↑ Progression and training beyond these Classification Levels are subject to relevant career path criteria.

Administrative Employee - Level 1(a) (Salary Point 0.0)

An Administrative Employee - Level 1(a) will mean an employee not elsewhere defined, who is undertaking structured training so as to enable the employee to perform duties associated with clerical functions.

Such structured training will be completed within three (3) months of appointment to this level. An employee at this level works under direct supervision, and performs routine duties.

Note: An Administrative Employee - Level 1(a) falls within the National Training Board Australian Qualifications Framework at Level 1.

Administrative Employee - Level 1(b) (Salary Point 1.0)

An Administrative Employee - Level 1(b) will mean an employee who is undertaking structured training towards a Certificate I or equivalent so as to enable the employee to perform work within the scope of this level.

An employee at this level possesses competencies which enables the employee to:

- Perform routine, predictable, repetitive and proceduralised tasks;
- Exercise judgement within the employee's level of skill and training;

- Work under direct supervision;
- Understand basic quality control/assurance procedures; and
- Understand and utilise basic literacy and numeracy skills, commensurate with the employee's training, experience and responsibilities.

Note: An Administrative Employee - Level 1(b) falls within the National Training Board Australian Qualifications Framework at Level 1.

Administrative employee - Level 2 (Salary Point 2.0)

An Administrative Employee - Level 2 will mean an employee who has completed a Certificate I or equivalent so as to enable the employee to perform work within the scope of this level.

An employee at this level possesses competencies which enables the employee to:

- Provide clerical support within Sections/Departments;
- Be responsible for the quality of the employee's own work;
- Work under routine supervision either individually or in a team environment;
- Exercise judgement within the employee's level of skills and training;
- Assist new staff and trainers by providing guidance and advice;
- Work in conformity with established rules and/or guidelines; and
- Use writing, numeracy and equipment skills, commensurate with the employee's training, experience and responsibilities.

Note: An Administrative Employee - Level 2 falls within the National Training Board Australian Qualifications Framework at Level 2.

Administrative Employee - Level 3 (Salary Point 3.0)

An Administrative Employee - Level 3 will mean an employee who has completed a Certificate II, or equivalent so as to enable the employee to perform work within the scope of this level.

An employee at this level possesses competencies which enables the employee to:

- Fulfil a general support function within the workplace;
- Understand relevant organisational structure, procedure and policy and exercise discretion although knowledge required to perform work is usually relative to precedents, guidelines, procedures,
- Regulations and instructions;
- Assist in the provision of on-the-job training to a limited degree;
- Work under general supervision;
- Exercise appropriate keyboard skills (where relevant) at a level higher than an employee at Level 2; and
- Be responsible for ensuring the quality of the employee's own work, commensurate with the employee's training, experience and responsibilities.

Note: An Administrative employee - Level 3 falls within the National Training Board Australian Standards Framework at Level 2.

Administrative Employee - Level 4 (Salary Point 4.0)

An Administrative Employee - Level 4 will mean an employee who applies the skills acquired through the successful completion of a trade equivalent Certificate level qualification, a Certificate III or equivalent and is able to exercise the skills and knowledge of such certification and experience.

An employee at this level possesses competencies which enables the employee to:

- Understand and apply quality systems and is able to inspect products and/or materials for conformity with established operational standards;
- Exercise good interpersonal communications skills;
- Exercise discretion within the scope of this level;
- Provide training and guidance as required;
- Perform work under general direction, either individually or in a team environment;
- Undertake a range of duties requiring judgement, liaison and communication within the organisation and other interested parties; and
- Perform planning and co-ordination of tasks as required, commensurate with the employees training, experience and responsibilities.

Note: An Administrative Employee - Level 4 falls within the National Training Board Australian Qualifications Framework at Level 3.

Administrative Employee - Level 5 (Salary Point 5.0)

An Administrative Employee - Level 5 will mean an employee who:

In addition to the requirements of an Administrative Employee Level 4 has completed:

- Three (3) appropriate modules or equivalent; or
- An equivalent standard of structured industry specific training, comprised of courses endorsed by the Training Committee;

OR

- Is an employee with an equivalent level of training and/or skills and experience (e.g. possesses an appropriate Associate Diploma but is without relevant work experience).

An employee at this level possesses competencies which enables the employee to:

- Exercise discretion within the scope of this level;
- Work under general supervision, either individually or in a team environment;
- Understand and implement quality systems;
- Perform supervisory functions within the scope of this level and assist subordinate staff with on-the-job training; and
- Exercise initiative in the application of established work procedures, commensurate with the employee's training, experience and responsibilities.

Note: An Administrative Employee Level 5 falls within the National Training Board Australian Qualifications Framework at Level 4.

Administrative Employee - Level 6 (Salary Point 7.0)

An Administrative Employee - Level 6 will mean an employee who:

In addition to the requirements of Administrative Employee Level 4 has completed:

- Nine (9) appropriate modules of training or equivalent; or
- An equivalent standard of structured Industry specific training, comprised of courses endorsed by the Training Committee;

OR

- Is an employee with an equivalent level of training and/or skills and experience (e.g. possesses an appropriate Associate Diploma and has relevant skills and experience appropriate to this level).

An employee at this level possesses competencies which enables the employee to:

- Provide guidance and assistance and undertake supervisory responsibilities as part of the function;
- Assist in the provision of training, in conjunction with supervisors and trainers;
- Understand and implement quality systems;
- Work under limited supervision; and
- Exercise discretion within the scope of this level, commensurate with the employee's training, experience and responsibilities.

Note: An Administrative Employee - Level 6 falls within the National Training Board Australian Qualifications Framework at Level 4.

Administrative Employee - Level 7 (Salary Point 9.0)

An Administrative Employee - Level 7 will mean an employee who:

In addition to the requirements of an Administrative Employee - Level 4 has completed:

- An Advanced Certificate or equivalent; or
- An equivalent standard of structured Industry specific training, comprised of courses endorsed by the Training Committee;

OR

- Is an employee with an equivalent level of training and/or skills and experience (e.g. possesses an appropriate Associate Diploma and has relevant skills and experience appropriate to this level). An employee at this level possesses competencies which enables the employee to:
 - Undertake work in relation to established priorities and work practices;
 - Research and prepare papers, reports, and draft complex correspondence;
 - Undertake activities of a technical/specialist or detailed nature;
 - Assist in the preparation of procedural guidelines;
 - Interpret and analyse information;
 - Oversee and co-ordinate the work of subordinate staff;
 - Has an overall knowledge and understanding of the operating principle of the systems and equipment on which the employee is required to carry out their tasks; and
 - Assist in the provision of training to employees in conjunction with supervisors/trainers, commensurate with the employee's training, experience and responsibilities.

Note: Administrative Employee - Level 7 falls within the National Training Board Australian Qualifications Framework at Level 5.

Administrative Employee - Level 8 (Salary Point 11.0)

An Administrative Employee - Level 8 will mean an employee who:

In addition to the requirements of Administrative Employee Level 4 has completed:

- An Associate Diploma or equivalent; or
- An equivalent standard of structured specific training, comprised of courses endorsed by the Training Committee;

OR

- Is an employee with an equivalent level of training and/or skills and experience.

An employee at this level possesses competencies which enables the employee to:

- Operate under limited direction in relation to priorities;
- Prepare detailed reports and carry out investigations on complex equipment as directed or within

- the scope of discretion at this level;
- Apply advanced knowledge and understanding of the principles of the range of systems and/or equipment on which he employee may be involved;
- Assist in the provision of training to employees in conjunction with supervisors/trainers;
- Prepare documentation for policy decision, complex correspondence and the like;
- Set priorities and achieve objectives, monitor work flow and manage staff resources to meet objectives; and
- Perform maintenance planning and predictive maintenance work for systems and equipment, commensurate with the employee's training, experience and responsibilities.

Note: Administrative Employee - Level 8 falls within the National Training Board Australian Qualifications Framework at Level 6.

Administrative Employee - Level 9 (Salary Point 12.0)

An Administrative Employee - Level 9 will mean an employee who in addition to the requirements of Administrative Employee Level 4 has completed:

- An Associate Diploma or equivalent and further, has completed additional training as specified in the appropriate Career Path; or
- An equivalent standard of structured specific training comprised of courses endorsed by the Training Committee.

An employee at this level possesses competencies which enables the employee to:

- Perform work within broad guidelines and under general direction;
- Accept responsibility for technical expertise, planning, administration or co-ordination work;
- Have substantial accountability and responsibility for output;
- Assist in the provision of training at the level required;
- Initiate investigations and produce technical reports;
- Work independently as a specialist or in a team;
- Provide specialist support in a range of programs/activities;
- Control and co-ordinate the works program within budgetary constraints;
- Set project priorities, plan and organise own work and that of subordinate staff; and
- Undertake a range of functions requiring application and development of knowledge and skills appropriate to departmental and/or enterprise goals, commensurate with the employee's training, experience and responsibilities.

Note: Administrative Employee - Level 9 falls within the National Training Board Australian Qualifications Framework at Level 6.

Administrative Employee - Level 10 (Salary Point 13.0)

An Administrative Employee - Level 10 will mean an employee who in addition to the requirements of Administrative Employee Level 4 has completed:

- An Associate Diploma or equivalent and further, has completed additional training as specified in the appropriate Career Path; or
- An equivalent standard of structured specific training comprised of courses endorsed by the Training Committee.

An employee at this level possesses competencies which enables the employee to:

- Accept a high degree of responsibility for technical expertise, planning, administration or coordination of work;

- Have significant accountability and responsibility for output;
- Undertake high level creative planning, design or management functions;
- Use a high level of theoretical, cognitive and applied knowledge;
- Exercise limited managerial responsibility for a work area;
- Work independently as a specialist and/or a senior member of a project team;
- Display a high level of interpersonal skills in the performance of the function; and
- Develop and implement significant works programs, commensurate with the employee's training, experience and responsibilities.

Administrative Employee - Level 11 (Salary Point 14.0)

An Administrative Employee - Level 11 will mean an employee who in addition to the requirements of Administrative Employee Level 4 has completed:

- An Associate Diploma or equivalent and further, has completed additional training as specified in the appropriate Career Path; or
- An equivalent standard of structured specific training comprised of courses endorsed by the Training Committee.

An employee at this level possesses competencies which enables the employee to:

- Be responsible as a technical expert or senior administrator;
- Provide a high level of creative planning, design and associated managerial functions;
- Establish and review guidelines and devise new approaches to design, operation, development or investigation;
- Be accountable and responsible for output;
- Display interpersonal skills in the performance of functions at the level required;
- Develop and implement significant work programs; and
- Exercise initiative in the production and application of Standards and Procedures, commensurate with the employee's training, experience and responsibilities.

Note: Administrative Employee - Level 11 falls within the National Training Board Australian Qualifications Framework at Level 7.

Classification Definitions - Technical Stream

Technical Stream Classification Structure Outline

Salary Point	Classification Level		Training Requirements
16.0			
15.0		↑	↑
14.0		Technical Employee Level 8	Advanced Diploma + additional training or equivalent
13.0		Technical Employee Level 7	Advanced Diploma + additional training or equivalent
12.0		Technical Employee Level 6	Advanced Diploma + additional training or equivalent
11.0		Technical Employee Level 5	Advanced Diploma or equivalent
10.0		*	22 modules or equivalent
9.0		Technical Employee Level 4	Advanced Certificate or Equivalent
8.0		*	12 modules or equivalent
7.0		Technical Employee Level 3	9 modules or equivalent
6.0	↑	*	6 modules or equivalent

Salary Point	Classification Level			Training Requirements
5.0	Power Level 5	Worker	Technical Employee Level 2	3 modules or equivalent
4.0	Power Level 4	Worker	Technical Employee Level 1	Trade Certificate or Certificate III or equivalent
3.0	Power Level 3	Worker		Certificate II or equivalent
2.0	Power Level 2	Worker		Certificate I or equivalent
1.0	Power Level 1(b)	Worker		Undertaking structured training towards a Certificate I
0.0	Power Level 1(a)	Worker		Induction Training

* Reference to Salary Points 6, 8, 10 are for explanation purposes only and are not to be treated as classifications for Agreement purposes.

† Progression and training beyond these Classification Levels are subject to relevant career path criteria.

Power Worker - Level 1(a) (Salary Point 0.0)

A Power Worker Level 1(a) will mean an employee not elsewhere defined who is undertaking structured training so as to enable the employee to perform duties associated with a Power Worker 1(b).

Such structured training will be completed within three (3) months of appointment to this level.

An employee at this level works under direct supervision, and performs routine duties essentially of a manual nature.

Note: Power Worker Level 1(a) falls within the National Training Board Australian Qualifications Framework at Level 1.

Power Worker - Level 1(b) (Salary Point 1.0)

A Power Worker Level 1(b) will mean an employee who is undertaking structured training towards a Certificate I or equivalent.

An employee at this level possesses competencies which enables the employee to:

- Perform routine, predictable, repetitive and proceduralised tasks of a manual nature;
- Exercise minimal judgement;
- Work under direct supervision;
- Understand basic quality control/assurance procedures; and
- Understand and utilise basic literacy and numeracy skills, commensurate with the employee's training, experience and responsibilities.

Note: Power Worker Level 1(b) falls within the National Training Board Australian Qualifications Framework at Level 1.

Power Worker - Level 2 (Salary Point 2.0)

A Power Worker Level 2 will mean an employee who has completed a Certificate I (8 modules) or equivalent.

An employee at this level possesses competencies which enables the employee to:

- Perform manual functional support duties within the enterprise;
- Be responsible for the quality of the employee's own work;
- Work under routine supervision either individually or in a team environment;
- Exercise discretion within the employee's level of skills and training; and

- Perform duties as a competent assistant, commensurate with the employee's training, experience and responsibilities.

Note: Power Worker Level 2 falls within the National Training Board Australian Qualifications Framework at Level 2.

Power Worker - Level 3 (Salary Point 3.0)

A Power Worker Level 3 will mean an employee who has completed a Certificate II (16 modules) or equivalent.

An employee at this level possesses competencies which enables the employee to:

- Perform a specific support function within the enterprise, or
- Undertake training as a Linesperson or Joiner;
- Work from complex instructions and procedures;
- Assist in the provision of on-the-job training to a limited degree;
- Work under general supervision;
- Exercise appropriate keyboard skills (where relevant) at a level higher than an employee at Level 2;
- Be responsible for assuring the quality of the employee's own work; and
- Perform work as a competent assistant, commensurate with the employee's training, experience and responsibilities.

Note: Power Worker Level 3 falls within the National Training Board Australian Qualifications Framework at Level 2.

Power Worker - Level 4 (Salary Point 4.0)

A Power Worker Level 4 will mean an employee, not being a tradesperson, who, while still being primarily engaged in a support function, applies the skills acquired through the successful completion of a Certificate level qualification (e.g. Certificate III, 24 modules) or equivalent.

An employee at this level possesses competencies which enables the employee to:

- Understand and apply quality systems;
- Exercise discretion within the scope of this level; and
- Perform work under general supervision, either individually or in a team environment, commensurate with the employee's training, experience and responsibilities.

Note: A Power Worker Level 4 falls within the National Training Board Australian Qualifications Framework at Level 3.

Power worker - Level 5 - (Salary Point 5.0)

A Power worker Level 5 will mean an employee who, in addition to the requirements of a Power Worker Level 4, has completed an additional 3 modules or equivalent.

An employee at this level works above and beyond a Power worker Level 4, and possess competencies which enables the employee to:

- Exercise discretion within the scope of this level;
- Work under general supervision, either individually or in a team environment;
- Understand and implement quality systems; and
- Provide guidance and assistance relevant to their skills, commensurate with the employee's training, experience and responsibilities.

Note: Power Worker Level 5 falls within the National Training Board Australian Qualifications Framework at Level 4.

Technical employee - Level 1 (Salary Point 4.0)

A Technical employee Level 1 will mean an employee who holds an appropriate Trade Certificate, Tradesperson's Rights Certificate or Certificate of Competency, as defined in the *Electricity Act 1994* (Qld), or equivalent, and is able to exercise the skills and knowledge of such certification.

An employee at this level possesses competencies which enables the employee to:

- Perform trade work which is generally of a routine, non-complex nature;
- Understand and implement quality systems;
- Perform work under general supervision either individually or in a team environment; and
- Perform work which involves the skills of the employee's trade and work which is incidental and facilitates the completion of the employee's work, commensurate with the employee's training, experience and responsibilities.

Note: Technical Employee Level 1 falls within the National Training Board Australian Qualifications Framework at Level 3.

Technical Employee - Level 2 (Salary Point 5.0)

A Technical Employee Level 2 will mean an employee who in addition to the requirements of Technical Employee - Level 1 has completed:

- Three (3) appropriate modules of training or equivalent; or
- An equivalent standard of structured specific training, comprised of courses endorsed by the Training Committee;

OR

- Is an employee with an equivalent level of training and/or skills and experience (e.g. possesses an appropriate Associate Diploma but is without relevant work experience):
 - Who is engaged in routine technical duties; or
 - Whose function is that of Trainer/Supervisor/Co-ordinator, which is at a level higher than that of Employee-in-charge, (i.e. is responsible for the work of other employees engaged at a similar or lower classification level and/or the provision of structured on-the-job training to such employees), and who, subject to statutory licensing requirements, exercises the skills and knowledge of such training.

An employee at this level is an experienced employee who exercises trade and/or other skills relevant to the specific requirements of the enterprise at a higher level than a Technical Employee Level 1 and possesses competencies which enable the employee to:

- Exercise discretion within the scope of this level;
- Work under general supervision either individually or in a team environment;
- Understand and implement quality systems;
- Provide technical guidance to others in their work team; and
- Perform incidental and peripheral work, commensurate with the employee's training, experience and responsibilities.

Note: The minimum salary level for an employee whose principal function is that of Trainer/Supervisor/ Co-ordinator is Salary Point 6.0.

Technical Employee Level 2 falls within the National Training Board Australian Qualifications Framework at Level 4.

Technical Employee - Level 3 (Salary Point 7.0)

A Technical Employee Level 3 will mean an employee who:

- In addition to the requirements of Technical Employee - Level 1 has completed:
- An appropriate Post Trades Certificate (9 modules) or equivalent; or
- An equivalent standard of structured specific training, comprised of courses endorsed by the Training Committee;

OR

- Is an employee with an equivalent level of training and/or skills and experience (e.g. possesses an appropriate Associate Diploma and has relevant skills and experience appropriate to this level):
 - Who performs technical duties; or
 - Exercises cross-skilling in technical fields; or
 - Whose principal function is that of Trainer/Supervisor/Co-ordinator (i.e. is responsible for the work of other employees engaged at a similar or lower classification level and/or the provision of structured on-the-job training to such employees), and who, subject to statutory licensing requirements, exercises the skills and knowledge of such training.

An employee at this level possesses competencies which enables the employee to:

- Exercise discretion within the scope of this level;
- Work under limited supervision either individually or in a team environment;
- Understand and implement quality systems;
- Provide technical guidance to others in their work team;
- Assist in the provision of on-the-job training to others in their work team; and
- Perform incidental and peripheral work, commensurate with the employee's training, experience and responsibilities.

Note: Technical Employee Level 3 falls within the National Training Board Australian Qualification Framework at Level 4.

Technical Employee - Level 4 (Salary Point 9.0)

A Technical Employee Level 4 will mean an employee who in addition to the requirements of Technical employee - Level 1 has completed:

- An appropriate Advanced Certificate (15 modules) or equivalent; or
- An equivalent standard of structured specific training, comprised of courses endorsed by the Training Committee;

OR

Is an employee with an equivalent level of training and/or skills and experience who:

- Performs planning and/or technical duties; or
- Exercises cross-skilling in technical fields; or
- Performs the principal function of a Trainer/Supervisor/Co-ordinator (i.e. is responsible for the work of other employees engaged at a similar or lower classification level and/or the provision of structured on-the-job training to such employees), and who, subject to statutory licensing requirements, exercises the skills and knowledge of such training.

An employee at this level applies technical principles, practices, techniques and human relations skills to activities which include, for example; high level manual skills, fault diagnosis and related tasks in a workshop, laboratory, office, field or operations function and with further information, supervise such activities. Such an employee possesses competencies which enables the employee to:

- Perform routine technical work on complex equipment as directed;

- Use an overall knowledge and understanding of the operating principles of the systems and equipment on which to carry out tasks;
- Prepare technical reports (as required);
- Exercise broad discretion within the scope of this level;
- Work under limited supervision either individually or in a team environment;
- Understand and implement quality systems;
- Provide technical guidance or advice within the scope of this level;
- Assist in the provision of on-the-job training to others in their work team; and performs incidental and peripheral work, performs system control operating duties, commensurate with the employee's training, experience and responsibilities.

Note: Technical Employee Level 4 falls within the National Training Board Australian Qualifications

Technical Employee - Level 5 (Salary Point 11.0)

A Technical Employee Level 5 will mean an employee who in addition to the requirements of Technical Employee - Level 1 has completed:

- An appropriate Advanced Diploma or equivalent; or
- An equivalent standard of structured specific training, comprised of courses endorsed by the Training Committee;

OR

- Is an employee with an equivalent level of training and/or skills and experience who:
 - Performs planning and/or technical duties; or
 - Exercises cross-skilling in technical fields; or
 - Performs the principal function of a Trainer/Supervisor/Co-ordinator (i.e. is responsible for the work of other employees engaged at a similar or lower classification level and/or the provision of structured on-the-job training to such employees), and who, subject to statutory licensing requirements, exercises the skills and knowledge of such training,
 - Performs system control operating duties.
- Subject to job requirements, an employee at this level applies practical techniques of analysis and technical principles, standards and practices, and human relations, to new and existing technologies in standard design, testing, inspection, plant operation, manufacturing, including fault diagnosis and maintenance, and with further information, supervises and manages such work. Such an employee may possess competencies which enables the employee to:
 - Have an advanced knowledge and understanding of the operating principles of the systems and equipment on which to carry out tasks;
 - Prepare detailed technical reports as required;
 - Undertake technical investigations within the scope of this level;
 - Prepare reports and/or recommendations on the technical suitability of equipment, procedures and test results;
 - Estimate, quote, tender and supervise electrical/electronic projects;
 - Exercise independent judgement and initiative within the scope of this level;
 - Work under limited supervision either individually or in a team environment;
 - Understand and implement quality systems;
 - Provide technical guidance or advice within the scope of this level;
 - Assist in the provision of on-the-job training to others in their work team; and
 - Perform incidental and peripheral work, commensurate with the employee's training, experience and responsibilities.

Note: Technical Employee Level 5 falls within the National Training Board Australian Qualifications Framework at Level 6.

Technical Employee - Level 6 (Salary Point 12.0)

A Technical Employee Level 6 will mean an employee who in addition to the requirements of Technical Employee - Level 1 has completed:

- An appropriate Advanced Diploma or equivalent; and further, has completed additional training
- As specified in the appropriate Career Path; or
- An equivalent standard of structured specific training, comprised of courses endorsed by the Training Committee.

An employee at this level possesses competencies which enables the employee to:

- Perform work within broad guidelines;
- Accept responsibility for technical expertise, planning, supervising or co-ordinating works;
- Be accountable and responsible for output;
- Initiate investigations and produce resultant technical reports;
- Work independently as a specialist or in a team;
- Provide specialist support in a range of programs/activities;
- Control and co-ordinate the works program within budgetary constraints;
- Exercise a degree of autonomy, within budgetary constraints, in establishing works programs; and
- Perform duties as a Principal Trainer/Supervisor/Co-ordinator: i.e. - responsible for the supervision and/ or training of Technical Employees at lower classification levels, and or
- Performs system control operating duties, commensurate with the employee's training, experience and responsibilities.

Note: Technical Employee Level 6 falls within the National Training Board Australian Qualifications Framework at Level 6.

Technical Employee - Level 7 (Salary Point 13.0)

A Technical Employee Level 7 will mean an employee who in addition to the requirements of Technical Employee - Level 1 has completed:

- An appropriate Advanced Diploma or equivalent; and further, has completed additional training as specified in the appropriate Career Path; or
- An equivalent standard of structured specific training, comprised of courses endorsed by the Training Committee.

An employee at this level possesses competencies which enables the employee to:

- Accept a high degree of responsibility for technical expertise, planning, supervising or coordinating works;
- Be accountable and responsible for output;
- Initiate investigations and produce resultant technical reports;
- Work independently as a specialist or in a team;
- Provide specialist support in a range of programs/activities;
- Display interpersonal skills in the performance of the employee's function;
- Develop and implement significant works programs; and
- Perform duties as a Principal Trainer/Supervisor/Co-ordinator: i.e. - responsible for the supervision and/ or training of Technical Employees at lower classification levels,

- Performs system control operating duties, commensurate with the employee's training, experience and responsibilities.

Note: Technical Employee Level 7 falls within the National Training Board Australian Qualifications Framework at Level 6.

Technical Employee - Level 8 (Salary Point 14.0)

A Technical Employee Level 8 will mean an employee who in addition to the requirements of Technical employee - Level 1 has completed:

- An appropriate Advanced Diploma or equivalent; and further, has completed additional training as specified in the appropriate Career Path; or
- An equivalent standard of structured specific training comprised of courses endorsed by the Training Committee.

An employee at this level possesses competencies which enables the employee to:

- Undertake significant responsibility as an operational expert, supervision or co-ordination;
- Provide a high level of creative planning, design and associated managerial functions;
- Establish and review guidelines and devise new approaches to design, operation, development or investigation;
- Be accountable and responsible for output;
- Work independently as a specialist, supervisor, manager within the operational workforce;
- Display interpersonal skills in the performance of the employee's function;
- Develop and implement significant works programs;
- Exercise initiative in the production and application of standards and procedures; and
- Perform duties as a Principal Trainer/Supervisor/Co-ordinator: i.e. - responsible for the supervision and/or training of Technical employees at lower classification levels,
- Performs system control operating duties, commensurate with the employee's training, experience and responsibilities.

Note: Technical Employee Level 8 falls within the National Training Board Australian Qualifications Framework at Level 7.

Classification Definitions - Professional and Managerial Stream

Professional & Managerial Stream Classification Structure Outline

Salary Point	Classification Level	Training Requirements
16.0	Professional & Managerial Employee Level 4	*
15.0	Professional & Managerial Employee Level 3	*
14.0		
13.0	Professional & Managerial Employee Level 2	
12.0		
11.0		
10.0		
9.0		
8.0	Professional & Managerial Employee Level 1 - Entry Point 4 year Degree	*
7.0		
6.2	Professional & Managerial Employee Level 1 - Entry Point 3 year Degree	*
6.0		

* For progression purposes, training is subject to relevant career path criteria.

Professional and Managerial Employee - Level 1 (3 Year Degree Entry - Salary Point 6.2; 4 Year Degree Entry - Salary Point 8.0)

A Professional and/or Managerial Employee - Level 1 will mean an employee who holds an appropriate degree or equivalent.

- An employee at this level:
 - Operates under appropriate supervision;
 - Performs normal professional work and exercises individual judgement and initiative in the application of principles and methods applicable to the profession concerned;
 - Assists more senior professionals;
 - Has work reviewed by a competent professional officer for validity, adequacy, methods and procedures;
 - Assigns and checks work of support staff and others assigned to work on common projects. Work can be expected to receive less rigorous review as the employee progresses; and
 - Exercises initiative in the application of professional practices either as a member (in some situations as leader) or a specialist professional in multi-disciplinary teams, or independently.

Note: Professional and/or Managerial Employee - Level 1 spans the NTB Australian Qualifications Framework Competency Level 6.

Professional and Managerial Employee - Level 2 (Salary Point 13.0)

A Professional and/or Managerial Employee - Level 2 will mean an employee who holds an appropriate degree or equivalent and who has relevant experience.

- An employee at this level:
 - Performs work requiring the application of mature professional skills and knowledge;
 - Deals with problems for which it is necessary to modify established guidelines and devise new approaches or apply new professional skills or techniques;
 - Makes recommendations that are technically and commercially accurate and feasible;
 - Makes decisions on matters assigned including the establishment of professional work standards and procedures, and consults, recommends and advises in specialist areas;
 - Outlines and assigns work, reviews it for technical accuracy and adequacy, and manages the work of others; and
 - Exercises initiative in the application of professional practices either as a member (in some situations as leader) or a specialist professional in multi-disciplinary teams, or independently.

Note: Professional and/or Managerial Employee - Level 2 spans the NTB Australian Qualifications Framework Competency Level 6.

Professional and Managerial Employee - Level 3 (Salary Point 15.0)

A Professional and/or Managerial Employee - Level 3 will mean an employee who holds an appropriate degree or equivalent and who has relevant experience.

- An employee at this level:
 - May be a technical expert or manage a unit of the organisation. In practice most positions at this level will contain both these elements;
 - May be a team leader having broad understanding spanning more than one professional field of work, or be a recognised authority within a particular specialised field of expertise, or both;
 - Participates in short or long range planning and translates the more general objectives and strategies of higher management into specific targets and strategies for the unit;
 - Takes initiatives, makes independent decisions and formulates policies and procedures within this overall framework to obtain the best performance and results from the organisational unit for which the officer is accountable;

- Gives expert technical advice to management and other units;
- Takes responsibility for development and provision of systems, facilities and functions;
- Manages groups and work programs;
- Directs or advises on the use of resources;
- Makes decisions not usually subject to technical review; decides courses of action necessary to expedite the successful accomplishment of assigned projects; and makes recommendations of significant impact on the organisation; and
- Has work assigned only in terms of broad objectives. Performance is reviewed for policy, soundness of judgement, results and general effectiveness.

Note: Professional and/or Managerial Employee - Level 3 falls within the NTB Australian Qualifications Framework Competency Level 8.

Professional and Managerial Employee - Level 4 (Salary Point 16.0)

A Professional and/or Managerial Employee - Level 4 will mean an employee who holds an appropriate degree or equivalent and relevant experience.

- An employee at this level:
 - Accepts responsibility for professional work, demanding a high level of expertise, independence, originality, ingenuity and mature judgement;
 - Manages a unit of the organisation and exhibits a high level of competence in managing people and work;
 - Performs work which is of primary importance to the organisation and which will have a substantial effect on the results obtained by the employing organisation;
 - Contributes to the organisation's short and long range planning process and to the formulation of the organisation's objectives, strategies and policies;
 - Translates broader corporate objectives, strategies and policies into specific objectives, strategies and policies realisable by the organisation unit;
 - Manages large work groups; or manages a multi- discipline group engaged in interrelated work; or may be an expert leading a team of related professionals; or may be a recognised expert in a specialist field of crucial importance;
 - Takes overall responsibility for the provision and control of systems, resources, facilities, functions and major investigations;
 - Ensures that the organisation obtains maximum benefit from the application of professional expertise;
 - Gives expert technical advice and acts as organisation spokesperson in a particular field of expertise; and
 - Has work assigned only in terms of broad objectives. Performance is reviewed for policy, soundness of judgement, results and general effectiveness in pursuit of corporate and major organisational objectives.

Note: Professional and/or Managerial Employee - Level 4 falls within the NTB Australian Qualifications Framework Competency Level 8.

SCHEDULE 4

ANNUALISED ALLOWANCES (AGA)

Asbestos removal - Employees engaged on asbestos removal or working in close proximity to employees removing asbestos will be provided with and will use all necessary safeguards as required by the Workplace Health and Safety Act or other relevant legislation.

Battery work - Employees mainly engaged in the maintenance of storage batteries, or engaged in overhauling or repairing of storage batteries or erecting second hand storage batteries that have been previously in use

Bitumen or tar - Employees handling bitumen or tar.

Boiler ducting maintenance - Employees engaged in maintenance work in the following areas of boilers:

- Furnace wall;
- Boiler rear pass;
- Air heater;
- Cross-over ducting;
- I.D. fans.

Boiler repair work - Employees engaged in repairs and alterations to old work only, regardless of the fact that new material may have to be used for the purpose.

Brick repair work - Employees engaged in repairing the brickwork of furnaces and settings in connection with boilers where such work is carried out with second-hand bricks (i.e. with bricks which have been previously set in mortar or fire-clay in any construction work)

Building construction work - An employee working on building construction work (as defined herein):

- Climatic conditions when working in the open on all types of work;
- The physical disadvantages of having to climb stairs or ladders;
- Dust blowing in the wind on building sites;
- Sloppy and muddy conditions associated with the initial stages of the erection of the building;
- Dirty conditions caused by the use of form oil or from green timber;
- Drippings from newly poured concrete;
- The disability of working on all types of scaffolds, other than a single plank swing scaffold or a bosun's chair; and
- The lack of the usual amenities associated with factory work (e.g. recreational facilities, sanitary conveniences, etc.)

Building construction - "Building construction work" will include all classes of work carried out during the construction of new buildings, the construction of additions to existing buildings, and the necessary alteration of existing buildings, to make them conform to any new additions, and the demolition of buildings.

Concrete mixing - Employees engaged in mixing concrete.

Confined space - An employee working in a confined space, i.e. a compartment, space or place the dimensions of which necessitate the employee working in a stooped or otherwise cramped position or without proper ventilation.

Dirty work - Employees employed on dirty or offensive work.

Heavy machinery and/or transformers - Employees engaged in carting and/or handling heavy machinery and/or transformers which are loaded on to vehicles by means other than cranes.

Height allowance - Employees, other than employees engaged in electrical line work, required to perform work at any height above fifteen (15) metres.

Hot and cold work - Employees who are required to work for more than one hour continuously in the shade in places where the temperature is raised by artificial means to forty five (45) degrees Celsius or more, or is below 0 degrees Celsius.

Insulation work - An employee employed on work which involves the handling of loose slag wool, loose insulwool, or other loose material of a like nature used in the construction, repair, or demolition of roofing, flooring, walls or partitions, for providing insulation against heat, cold or noise.

Live sewer work - Technical Employees and their assistants engaged on live sewer work will be paid at the rate of time and a-half for such work. For this purpose "live sewer work" will mean work carried out in situations where there is direct aerial connection with a sewer through which sewerage is flowing. The term will include mechanical and electrical equipment installed in association with any such sewer or sewerage pumping station or treatment works, but will not apply to routine maintenance which does not require the dismantling of pumps etc. The term will also include a minimum payment of one hour for work on pumps after removal from a pumping station or treatment works for cleaning or stripping. Where aerial connection with a sewer is blocked by a disc, plug, valve, water seal or other means, the live sewer rate will not apply. Employees who are on any day required to carry out work in connection with the release of blockages in sewerage lines and connections thereto (including pumps).

Machinery floats and/or low loaders - Drivers of machinery floats and/or low.

Marker-off - Employees occupying the position of marker-off.

Noxious gas fumes - Employees who are required to work amongst noxious gas fumes.

Pole lifting, jack hammer work and handling cement - Power Workers employed in the pole lifting gang and Power workers using jack hammers will be provided with aprons and gloves by *Energy Queensland* free of charge. Power workers loading or unloading a quantity of not less than six (6) bags of cement

Precipitator allowance - Employees working in uncleaned or hot precipitators and employees working in cleaned precipitators,

Roof repairs - Technical employees and their assistants engaged on repairs to roofs.

Shot/sand blasting - An employee working a shot blast or sand blast.

Toxic substances - Employees using toxic substances or materials of a like nature and employees working in close proximity to employees

Toxic substances will include epoxy based materials and all materials which include or require the addition of a catalyst hardener and reactive additives or 2 pack catalyst system will be deemed to be materials of a like nature.

Tunnelling under roads - Employees engaged in tunnelling under roads.

Unpleasant conditions - Work done under particularly hot and unpleasant conditions on or in boilers or condensers, on soot blower systems of steaming or banked boilers, or in alternator air chambers during short outages or breakdowns.

This Allowance will not apply after a boiler has been out of service for forty-eight hours, or an alternator or condenser out of service for twelve hours.

Furthermore, this Allowance will not apply to work done during overhauls or condenser brushing, or for work done on stoker motors and stoker gear box mechanisms.

Weed control - Power Workers engaged in spraying weeds.

Wet work - Employees required to work in places where water, other than rain, is continually dripping so that their clothing becomes saturated with water, or where there is water under foot to a depth exceeding fifty (50) millimetres so that their feet become wet.

This Allowance will not apply when protective waterproof clothing and/or footwear is supplied.

Certificate allowance - A Technical Employee who is the holder of a scaffolding certificate or rigging certificate issued pursuant to the Workplace Health and Safety Act or relevant legislation and is required to act on that certificate whilst engaged on work requiring a certificated person.

Chain saw - Employees using chain saws in the performance of their work.

Drivers of articulated vehicles - Employees required to drive articulated vehicles.

Explosive powered tools - Employees required to use explosive powered tools.

Goods in excess of 16.764m - Employees who are required to drive vehicles carting goods in excess of 16.764m where the vehicle is travelling in or through built-up areas.

Handling furniture and whitegoods - Employees engaged in carting, handling or delivering any article of household, office or whitegoods.

Motor vehicles drawing trailers - An employee driving a motor vehicle to which a trailer is attached. Provided that:

- When on any day an employee drives a motor vehicle drawing an empty and a loaded trailer the employee will be paid for that day the extra rate applicable for such loaded trailer;
- Not more than one trailer will be attached and drawn at any one time;
- The extra payment prescribed herein will not apply to employees driving articulated vehicles or machinery floats and/or low loaders;
- These *Allowances* will apply only in respect of the drawing of trailers having a loaded capacity in excess of .508 t;
- The term "trailer" does not include - compressors, concrete mixers, welding plants and road brooms
- For motor vehicles drawing compressors, concrete mixers or welding plants - An employee driving a motor vehicle to which any of the following is attached, viz: compressor, concrete mixer or welding plant

Truck crane - An employee required to operate a truck

ABILITY ALLOWANCES

The following rates, which have been indexed to the salary increases provided by this Agreement, will apply to Ability Allowances.

Ability Allowances will not be paid to employees whose rates of pay include compensation for any of the following abilities.

Goods in excess of 16.764m

- Employees who are required to drive vehicles carting goods in excess of 16.764m will be paid the applicable Ability Allowance rate in addition to the rate prescribed herein where the vehicle is travelling in or through built-up areas.

Motor vehicles drawing trailers

- An employee driving a motor vehicle to which a trailer is attached will be paid in addition to the rates prescribed herein the applicable Ability Allowance rate when the following trailers are being towed:
 - a. When drawing a loaded single axle trailer;
 - b. When drawing an empty single axle trailer;
 - c. When drawing a loaded trailer with more than one axle; or
 - d. When drawing an empty trailer with more than one axle.

Provided that:

- a. When on any day an employee drives a motor vehicle drawing an empty and a loaded trailer the employee will be paid for that day the extra rate applicable for such loaded trailer;
- b. Not more than one trailer will be attached and drawn at any one time;
- c. The extra payment prescribed herein will not apply to employees driving articulated vehicles or machinery floats and/or low loaders;
- d. These allowances will apply only in respect of the drawing of trailers having a loaded capacity in excess of 0.508 t;
- e. The term "trailer" does not include - caravans, compressors, concrete mixers, welding plants and road brooms;
- f. For motor vehicles drawing caravans, compressors, concrete mixers or welding plants
 - An employee driving a motor vehicle to which any of the following is attached, viz caravan, compressor, concrete mixer or welding plant, will be paid at the rate of the applicable Ability Allowance or part thereof whilst so engaged, in addition to the rate of salary prescribed herein.
- g. Truck crane
 - An employee required to operate a truck crane will be paid the applicable Ability Allowance rate in addition to ordinary rates.

DISABILITY ALLOWANCES

The following rates, which have been indexed to the salary increases provided by this Agreement, will apply to Disability Allowances.

Battery work

- Employees mainly engaged in the maintenance of storage batteries, or engaged in overhauling or repairing of storage batteries or erecting second hand storage batteries that have been previously in use will be paid the applicable Disability Allowance rate in addition to their ordinary rates.

Building construction work

- An employee working on building construction work (as defined herein) will be paid at the rate of the applicable Disability Allowance rate to compensate for the following disabilities:
 - a. Climatic conditions when working in the open on all types of work;
 - b. The physical disadvantages of having to climb stairs or ladders;
 - c. Dust blowing in the wind on building sites;
 - d. Sloppy and muddy conditions associated with the initial stages of the erection of the building;
 - e. Dirty conditions caused by the use of form oil or from green timber;
 - f. Drippings from newly poured concrete;
 - g. The disability of working on all types of scaffolds, other than a single plank swing scaffold or a bosun's chair; and
 - h. The lack of the usual amenities associated with factory work (e.g. recreational facilities, sanitary conveniences, etc.).

This allowance will form part of the weekly salary in the calculation of overtime payments, annual leave pay, public holiday pay, sick pay and long service leave pay.

Building construction work will include all classes of work carried out during the construction of new buildings, the construction of additions to existing buildings, and the necessary alteration of existing buildings, to make them conform to any new additions, and the demolition of buildings.

Chain saw

- Employees using chain saws in the performance of their work will be paid the additional applicable Disability Allowance rate whilst so engaged in addition to the ordinary rate.

Dirty work

- An employee will be paid the applicable Disability Allowance rate cents above the ordinary rate for the actual time employed on dirty or offensive work.

Heavy machinery and/or transformers

- Employees engaged in carting and/or handling heavy machinery and/or transformers which are loaded on to vehicles by means other than cranes, will be paid the applicable Disability Allowance rate in addition to their ordinary rates.

Height allowance

- Employees, other than employees engaged in electrical line work, required to perform work at a height 15 metres and above from the ground or low-water level or nearest horizontal plane will be paid the rate of the applicable Disability Allowance in addition to their ordinary rates.

Toxic substances

- Employees using toxic substances or materials of a like nature, or those working in close proximity, will be paid the applicable Disability Allowance rate in addition to their ordinary rates.

Toxic substances will include epoxy based materials and all materials which include or require the addition of a catalyst hardener and reactive additives or two (2) pack catalyst system will be deemed to be materials of a like nature.

UNDERGROUND MAINS ALLOWANCE

Jointers and Power Workers undertaking underground mains work will be paid the applicable Disability Allowance rate in recognition of the disabilities incurred in relation to this work. This allowance is only paid for time worked during ordinary hours Monday to Friday and for work performed on RDO's, Saturday, Sunday and Public Holidays, with a maximum eight (8) hours payment for the day.

This allowance will be paid in lieu of the following allowances:

- a. Powerhouse/Substation Allowances;
- b. Trailer Drawing allowance;
- c. Dirt money; and
- d. Height money.

The allowance is **not** an all-purpose allowance.

Where the Building Construction Work Allowance is payable the Underground Mains Allowance is not applicable.

The allowance will be paid to eligible employees who are precluded from doing work as a result of wet, inclement weather or other similar conditions or for any other reason as directed by Energy Queensland .

SCHEDULE 5 NETWORK OPERATIONS CONTROL CENTRES

Employees accept that there is a requirement to maintain continuous and non-continuous seven (7) days per week shift coverage within Energy Queensland Network Operations Control Centres.

1. Application

This Schedule applies to employees located at Energy Queensland Network Operations Control Centres who are required to work permanent continuous and non-continuous seven (7) day shift work arrangements.

This Schedule will also apply to an employee who is seconded into one of the above arrangements.

2. Definitions

“Agreement” refers to the *Energy Queensland Union Collective Agreement 2024*.

“Agreement Wage Rate” is the salary for the employee’s substantive classification under the Agreement’s Salary and Wages Schedule (refer Schedule 1).

“Aggregate Loading” is a specific loading which is paid as a percentage of the “Agreement Wage Rate” to employees engaged to perform shift work. The Aggregate Loading that applies is determined by utilising the agreed “Aggregate Loading Calculator”.

“Aggregate Loading Calculator” is a version controlled calculator tool that has been agreed by the parties to this Schedule and can only be varied here after by agreement between the parties.

“Aggregate Salary” = Agreement Wage Rate + Aggregate Loading.

“Double time” will be based on the aggregate salary relevant to the classification of the employees position and where applicable the relevant Shift Loadings in accordance with Clause 9.3.1 of the Agreement. For example, the Overtime Hourly Rate = (Aggregate Salary Hourly Rate Plus the Applicable Afternoon or Night Shift Loading) x 2.

A “SPARE” shift is excluded from the shift penalty component of the Aggregate Loading calculation.

3. Relationship to Agreement

This Schedule shall be read and interpreted wholly in conjunction with the provisions of this Agreement, and where there is any inconsistency, this Schedule shall take precedence. Where the Schedule is silent the provisions of the Agreement shall apply, where applicable.

4. Aggregate Salary

4.1 This arrangement provides for the payment of an additional percentage loading (“aggregate loading”) calculated as a percentage of the “Agreement wage rate” for the position based on an eight (8) hour shift roster for any agreed roster arrangements.

4.2 The Aggregate Loading compensates employees for the following items:

- Shift penalty hours;
- Shift changeover time (18 minutes for Controller/Evaluator and 8 minutes for Information Officer); and
- Rostered work performed on 12.75 Statutory Holidays, which includes 400% for 25th December (additional Statutory Holidays will be treated as per the conditions of the Agreement).

4.3 For positions that require a transmission control authorisation the aggregate loading will include the Legacy Transmission Component. The Aggregate Salary for these positions = Aggregate Salary x 1.025.

4.4 The Aggregate Salary for all other positions covered by this Schedule = Agreement Wage Rate + Aggregate Loading.

4.5 The Aggregate Salary applies for all purposes.

5. Overtime

Where an employee works additional hours, reimbursement may be via the following provisions at the employee's discretion:

- Overtime payments will be paid at double time.
- Time Off In Lieu (TOIL) in accordance with Clause 8.10 of the Agreement.
- Overtime performed by employees on a statutory holiday that are rostered on will be paid at double the applicable overtime rate – i.e. 2 times double time (as defined).
- Overtime performed by employees on a statutory holiday that are rostered off will be paid at double time and one half (2 ½ times), with a minimum payment of four (4) hours for the day and will receive accrued time in lieu added to their annual leave for any time worked on a public holiday, on a time for time basis, from the date of operation of the agreement.

When an employee is requested to work overtime Energy Queensland commits to providing the employee with 12 hours' notice.

When an employee is requested to work overtime with less than twelve hours' notice, the employee will be entitled to claim the following:

- Travel time from the time of leaving home until they arrive at the workplace and return home, within a reasonable time up to a maximum of 1 hour in each direction.
- An applicable meal allowance/s.
- Where the overtime performed is prior to a normal rostered shift, travel time applies from the time of leaving home until they arrive at the workplace.
- If the overtime is a continuation of a normal rostered shift, travel time will not apply

6. Travel Time

Where it is necessary for employees to travel outside of ordinary rostered hours of work, time spent in such travel will be paid for at double time.

7. Shift Arrangements

Employees covered by this Schedule will work in accordance with a Control Centre Roster which has been agreed to by 60% of affected employees.

Where a roster incorporates an "on call" requirement, the on call component will be paid in accordance with the Availability Duty Allowance (ADA), of the Agreement.

Roster attendances will be nominally described as day, afternoon and night shift if applicable or as mutually agreed by the Parties.

For the purposes of this Clause the following definitions apply to normal rostered 8 hour shifts:

- "Day Shift" will normally mean any shift worked between the hours of 6.00am and 6.00pm
- "Afternoon Shift" will normally mean any shift finishing after 6.00pm and at or before midnight, and
- "Night Shift" will normally mean any shift finishing after midnight and at or before 8.00am

- Shift rosters will be based on a rotating working pattern with an average of 72 hours per fortnight. The ordinary hours of work for shift workers may be exceeded in any week or weeks subject to the total ordinary hours worked during any roster period not exceeding that number of hours ascertained by multiplying the number of weeks in the roster period by 36.
- As far as is possible, whilst also taking into account personal preferences, the rotations of work attendance will seek to ensure equity in the numbers of night shifts and weekends worked per year.

7.1 Employees may be required to work a shift rotation which may be a combination of eight (8) and 12 hour shifts. For the purposes of calculating 12 hour shift loading and shift loadings for any overtime worked, the following spread of hours applies:

- Between the hours of 06.00 to 14.00 No shift loading applies.
- Between the hours of 14.00 and 22.00 Afternoon shift loading applies.
- Between the hours of 22.00 and 06.00 Night shift loading applies.

8. Additional Provisions

8.1 Emergency Rostering / Not Previously Notified Rostering

To ensure the safe and effective management of the Electricity Network the Shift Coordinator shall have the option when a Network Controller is absent on any day (including a public holiday) not to cover the designated shift at any time, subject to the following:

- Pre-controls completed;
- The volume of existing work on the Network Controllers' desks;
- The volume of additional work for the effected Network Controllers and Weather conditions; and
- Requirements for Writing/Authorising of "Planned Switching Sheets".

If the above criteria cannot be addressed, the Shift Coordinator shall have the option of utilising mutually agreed short notice shift changes or overtime to fulfil the resources required. If overtime is required it will initially be offered to the shift staff (i.e. members of the impacted roster are utilised before overtime is offered to non-shift staff).

If these options are not utilised the Shift Coordinator will take on the additional workload

8.2 Statutory Holiday Resourcing

Rostered attendance requirements will be reduced on statutory holidays. The following resourcing requirements will apply and include one (1) Shift Coordinator per shift:

Northern and Southern

Day shift	3 in attendance
Afternoon shift	3 in attendance
Night shift	normal rostering
Show Holiday	Operational desks shall be resourced on business as usual basis with other rostered on employees only required to attend based on operational requirements at the time.

South East

Day shift	4 in attendance
Afternoon shift	4 in attendance
Night shift	normal rostering
Show Holiday	Operational desks shall be resourced on business as usual basis with Spares rostered on but only required to attend based on operational requirements at the time.

Network Operations Evaluator – South East

Day shift	2 in attendance
Afternoon shift	2 in attendance
Night shift	normal rostering
Show Holiday	Operational desks shall be resourced on business as usual basis with Spares rostered on but only required to attend based on operational requirement at the time.

Network Operations Evaluator – Northern and Southern

Day shift	1 in attendance
Afternoon shift	1 in attendance
Night shift	Normal rostering
Show Holiday	Operational desks shall be resourced on business as usual basis with Spares rostered on but only required to attend based on operational requirement at the time.

Rostered employees in excess of these numbers will not be required to attend and a local record of holidays worked by each employee will be maintained for equity purposes.

Should escalation be required on any such day the employees on call will be utilised first. if additional resources are still required employees who are rostered on but not required may be contacted to attend by mutual agreement.

8.3 Use of SPARES

SPARES shall be used to cover all types of leave under the following conditions/guidelines:

- At all times, Energy Queensland will guarantee an Annual Leave ratio of one (1) person in four (4) on Annual Leave on any one (1) day.
- Where possible, SPARES are to be used to fill in for people on Long Service Leave on the proviso that the Annual Leave ratio of 1 in 4 is still guaranteed on any one day.
- If a person is on Long Service Leave, the ratio of 1 in 4 on Annual Leave is still able to be taken, with the position being back filled by secondment.
- A minimum of 14 days (2 weeks), is required to change SPARES hours/days within designated spare blocks unless mutually agreed.
- In relation to using SPARES for leave coverage, no person shall be financially disadvantaged over a 12 month period.

9. Higher Duties

Employees covered by this Schedule who are required to temporarily act in a higher classified shift work role where an aggregate loading is applicable for periods of one shift or greater, will be paid the higher classification rate including the applicable aggregate loading for the duration of the higher duties.

Employees covered by this Schedule who are requested to do other work will not be financially disadvantaged.

10. Leave

10.1 Annual Leave

Annual Leave will be paid at the employee's aggregate salary rate.

Employees working permanent continuous shift work covered by this Schedule are entitled to no less than 184 hours annual leave credit per annum to their annual leave accrual.

10.2 Personal Leave

All Personal Leave entitlements will be paid at the employee's aggregate salary rate.

Employees covered by this schedule employed in the role of:

- Shift Coordinator; and
- Network Operations Controller.

who are aged 55 or older and retire, or who die during service will be entitled to a payout of 50% of their individual Personal Leave accrual in the employee's credit at the time.

Such a payout will not exceed twenty-six (26) weeks total, calculated using the employee's current aggregate salary rate.

Employees who have previously accessed the payout of sick leave during service under the *Energex Union Collective Agreement 2008* and / or the *Energex Union Collective Agreement 2011* will not be eligible to the above payout.

10.3 Long Service Leave

Long Service Leave will be paid at the employee's aggregate salary rate.

11. Retrenchment

Retrenchment entitlements and calculations will be based on the employee's aggregate salary rate and in accordance with the retrenchment provisions contained in Schedule 2 of the Agreement.

12. Superannuation

Superannuation payments will be calculated on the employee's aggregate salary rate..

13. No Flow on Effect

This Schedule shall not be used to progress any claims in respect of other Energy Queensland employees.

14. Table of Equivalency Hours

The below table indicates the equivalent hours to be paid based on the template roster.

8 Hour Shift				
	Hrs	Day Multiplier	Shift Loading	Hours Paid
M - F Day	8.00 hrs	1	0.00%	8.00 hrs
M - F Afternoon	8.0hrs	1	18.75%	9.50 hrs
M - F Night	8.00 hrs	1	22.50%	9.80 hrs
Saturday Day	8.00 hrs	2	0.00%	16.00 hrs
Saturday Afternoon	8.00hrs	2	18.75%	19.00 hrs
Saturday Night	8.00 hrs	2	22.50%	19.60 hrs
Sunday Day	8.00 hrs	2	0.00%	16.00 hrs
Sunday Afternoon	8.00 hrs	2	18.75%	19.100hrs
Sunday Night	8.00 hrs	2	22.50%	19.60rs
Public Holiday Day	8.00hrs	2.5	0.00%	20.00 hrs
Public Holiday Afternoon	8.00hrs	2.5	18.75%	23.75 hrs
Public Holiday Night	8.00hrs	2.5	22.50%	24.50 hrs
Public Holiday Day (Christmas Day and Extension)	8.00 hrs	4	0.00%	32.00 hrs
Public Holiday Afternoon (Christmas Day and Extension)	8.00 hrs	4	18.75%	38.00hrs
Public Holiday Night (Christmas Day and Extension)	8.00 hrs	4	22.50%	38.00 hrs
Public Holiday (Rostered off)	8.00 hrs	2.5	As applicable	20.00 hrs

15. Aggregate Rates

Aggregate Percentages *	
North	
Shift Coordinator (8)	57.13%
Controller (25)	42.16%
Evaluators (10)	50.36%
South	
Shift Coordinator (8)	57.13%
Controller (27)	44.55%
Evaluators (10)	50.36%
South East	
Shift Coordinator (6)	66.99%
Controller (24)	61.35%
Evaluators (14)	59.21%
Information Officer (4)	53.23%

- Note: These are subject to implementation and review of this Schedule and operational requirements. The percentages may only be changed following a ballot of the impacted employees as per Clause 8 of this Schedule.

SCHEDULE 6 CUSTOMER & MARKET OPERATIONS FAULTS OFFICERS

Employees accept that there is a requirement to maintain continuous and non-continuous seven (7) days per week shift coverage within Energy Queensland Faults Officers, Customer Operations, Customer & Market Operations.

1. Application

This Schedule applies to employees located at Energy Queensland Faults Officers in Customer Operations, Customer & Market Operations who are required to work permanent continuous and non-continuous seven (7) day shift work arrangements.

This Schedule will also apply to an employee who is seconded into one of the above arrangements.

2. Definitions

“Agreement” refers to the *Energy Queensland Union Collective Agreement 2024*.

“Agreement Wage Rate” is the salary for the employee’s substantive classification under the Agreement’s Salary and Wages Schedule (refer Schedule 1).

“Aggregate Loading” is a specific loading which is paid as a percentage of the “Agreement Wage Rate” to employees engaged to perform shift work. The Aggregate Loading that applies is determined by utilising the agreed “Aggregate Loading Calculator”.

“Aggregate Loading Calculator” is a version controlled calculator tool that has been agreed by the parties to this Schedule and can only be varied here after by agreement between the parties.

“Aggregate Salary” = Agreement Wage Rate + Aggregate Loading.

“Double time” will be based on the aggregate salary relevant to the classification of the employees position and where applicable the relevant Shift Loadings in accordance with Clause 9.3.1 of the Agreement. For example, the Overtime Hourly Rate = (Aggregate Salary Hourly Rate Plus the Applicable Afternoon or Night Shift Loading) x 2.

A “SPARE” shift is excluded from the shift penalty component of the Aggregate Loading calculation.

3. Relationship to Agreement

This Schedule shall be read and interpreted wholly in conjunction with the provisions of this Agreement, and where there is any inconsistency, this Schedule shall take precedence. Where the Schedule is silent the provisions of the Agreement shall apply, where applicable.

4. Aggregate Salary

4.1 This arrangement provides for the payment of an additional percentage loading (“aggregate loading”) calculated as a percentage of the “Agreement wage rate” for the position based on an eight (8) hour shift roster for any agreed roster arrangements.

4.2 The Aggregate Loading compensates employees for the following items:

- Shift penalty hours;
- Shift changeover time where applicable; and
- Rostered work performed on 12.75 Statutory Holidays , which includes 400% for 25th December (additional Statutory Holidays will be treated as per the conditions of the Agreement).

4.3 The Aggregate Salary for all other positions covered by this Schedule = Agreement Wage Rate + Aggregate Loading.

4.4 The Aggregate Salary applies for all purposes.

5. Overtime

Where an employee works additional hours, reimbursement may be via the following provisions at the employee's discretion:

- Overtime payments will be paid at double time.
- Time Off In Lieu (TOIL) in accordance with Clause 8.10 of the Agreement.
- Overtime performed by employees on a statutory holiday that are rostered on will be paid at double the applicable overtime rate – i.e. 2 times double time (as defined).
- Overtime performed by employees on a statutory holiday that are rostered off will be paid at double time and one half (2 ½ times), with a minimum payment of four (4) hours for the day and will receive accrued time in lieu added to their annual leave for any time worked on a public holiday, on a time for time basis, from the date of operation of the agreement.

When an employee is requested to work overtime Energy Queensland commits to providing the employee with 12 hours' notice.

When an employee is requested to work overtime with less than twelve hours' notice, the employee will be entitled to claim the following:

- Travel time from the time of leaving home until they arrive at the workplace and return home, within a reasonable time up to a maximum of 1 hour in each direction.
- An applicable meal allowance/s.
- Where the overtime performed is prior to a normal rostered shift, travel time applies from the time of leaving home until they arrive at the workplace.
- If the overtime is a continuation of a normal rostered shift, travel time will not apply.

6. Travel Time

Where it is necessary for employees to travel outside of ordinary rostered hours of work, time spent in such travel will be paid for at double time.

7. Shift Arrangements

Employees covered by this Schedule will work in accordance with a Faults Officers Customer Operations, Customer & Market Operations Roster which has been agreed to by 60% of affected employees.

Roster attendances will be nominally described as day, afternoon and night shift if applicable or as mutually agreed by the Parties.

For the purposes of this Clause the following definitions apply to normal rostered 8 hour shifts:

- "Day Shift" will normally mean any shift worked between the hours of 6.00am and 6.00pm
- "Afternoon Shift" will normally mean any shift finishing after 6.00pm and at or before midnight, and
- "Night Shift" will normally mean any shift finishing after midnight and at or before 8.00am
- Shift rosters will be based on a rotating working pattern with an average of 72 hours per fortnight. The ordinary hours of work for shift workers may be exceeded in any week or weeks subject to the total ordinary hours worked during any roster period not exceeding that number of hours ascertained by multiplying the number of weeks in the roster period by 36.
- As far as is possible, whilst also taking into account personal preferences, the rotations of work attendance will seek to ensure equity in the numbers of night shifts and weekends worked per year.

7.1 Employees may be required to work a shift rotation which may be a combination of eight (8) and 12 hour shifts. For the purposes of calculating 12 hour shift loading and shift loadings for any overtime worked, the following spread of hours applies:

- Between the hours of 06.00 to 14.00 No shift loading applies.
- Between the hours of 14.00 and 22.00 Afternoon shift loading applies.
- Between the hours of 22.00 and 06.00 Night shift loading applies.

8. Additional Provisions

8.1 Emergency Rostering / Not Previously Notified Rostering

To ensure the safe and effective management of the Electricity Network the Team Leader/Workforce Planning/Standby role shall have the option when a Faults Officer is absent on any day (including a public holiday) not to cover the designated shift or part thereof, subject to the following:

- Weather conditions
- The volume of existing work (calls, outages etc.);
- Skill level

If the above criteria cannot be addressed, the Team Leader/Workforce Planning/Standby role shall have the option of utilising mutually agreed short notice shift changes or overtime to fulfil the resources required.

8.2 Statutory Holiday Resourcing

Rostered attendance requirements will be reduced on statutory holidays. The following resourcing requirements will apply:

Northern, Southern and South East

Day shift	Minimum 2 in attendance
Afternoon shift	Minimum 2 in attendance
Night shift	normal rostering

8.3 Use of SPARES where applicable

SPARES shall be used to cover all types of leave under the following conditions/guidelines:

- At all times, Energy Queensland will guarantee an Annual Leave ratio of one (1) person in six (6) on Annual Leave on any one (1) day.
- Where possible, SPARES are to be used to fill in for people on Long Service Leave on the proviso that the Annual Leave ratio of 1 in 6 is still guaranteed on any one day.
- If a person is on Long Service Leave, the ratio of 1 in 6 on Annual Leave is still able to be taken, with the position being back filled by secondment.
- A minimum of 14 days (2 weeks), is required to change SPARES hours/days within designated spare blocks unless mutually agreed.
- In relation to using SPARES for leave coverage, no person shall be financially disadvantaged over a 12 month period.

9. Leave

9.1 Annual Leave

Annual Leave will be paid at the employee's aggregate salary rate.

Employees working permanent continuous shift work covered by this Schedule are entitled to no less than 184 hours annual leave credit per annum to their annual leave accrual.

9.2 Long Service Leave

Long Service Leave will be paid at the employee's aggregate salary rate.

10. Retrenchment

Retrenchment entitlements and calculations will be based on the employee's aggregate salary rate and in accordance with the retrenchment provisions contained in Schedule 2 of the Agreement.

11. Superannuation

Superannuation payments will be calculated on the employee's aggregate salary rate.

12. No Flow on Effect

This Schedule shall not be used to progress any claims in respect of other Energy Queensland employees.

Table of Equivalency Hours

The below table indicates the equivalent hours to be paid based on the template roster.

8 Hour Shift				
	Hrs	Day Multiplier	Shift Loading	Hours Paid
M - F Day	8.00 hrs	1	0.00%	8.00 hrs
M - F Afternoon	8.00 hrs	1	18.75%	9.50 hrs
M - F Night	8.00 hrs	1	22.50%	9.80 hrs
Saturday Day	8.00 hrs	2	0.00%	16.00 hrs
Saturday Afternoon	8.00 hrs	2	18.75%	19.00 hrs
Saturday Night	8.00 hrs	2	22.50%	19.60 hrs
Sunday Day	8.00 hrs	2	0.00%	16.00 hrs
Sunday Afternoon	8.00 hrs	2	18.75%	19.00 hrs
Sunday Night	8.00 hrs	2	22.50%	19.60 hrs
Public Holiday Day	8.00 hrs	2.5	0.00%	20.00 hrs
Public Holiday Afternoon	8.00 hrs	2.5	18.75%	23.75 hrs
Public Holiday Night	8.00 hrs	2.5	22.50%	24.50 hrs
Public Holiday Day (Christmas Day and Extension)	8.00 hrs	4	0.00%	32.00 hrs
Public Holiday Afternoon (Christmas Day Extension)	8.00 hrs	4	18.75%	38.00 hrs
Public Holiday Night (Christmas Day and Extension)	8.00 hrs	4	22.50%	38.00 hrs
Public Holiday (Rostered off)	8.00 hrs	2.5	As applicable	20.00 hrs

Aggregate Rates

Aggregate Percentages *	
Northern	
Faults Officer	58.84%
Southern	
Faults Officer	58.84%
South East	
Faults Officer	58.84%

- Note: These are subject to implementation and review of this Schedule and operational requirements. The percentages may only be changed following a ballot of the impacted employees as per Clause 8 of this Schedule.

SCHEDULE 7 ENERGY QUEENSLAND (COMMUNICATIONS) NETWORK OPERATIONS CENTRE (EQNOC)

Employees accept that there is a requirement to maintain non-continuous seven (7) days per week shift coverage within EQNOC.

1. Application

This Schedule applies to employees located at Energy Queensland's (Communications) Network Operations Centre (EQNOC), who are required to work permanent non-continuous seven (7) day shift work arrangements.

This Schedule will also apply to an employee who is seconded into one of the above arrangements.

2. Definitions

"Agreement" refers to the Energy Queensland Union Collective Agreement 2024.

"Agreement Wage Rate" is the salary for the employee's substantive classification under the Agreement's Salary and Wages Schedule (refer Schedule 1).

"Aggregate Loading" is a specific loading which is paid as a percentage of the "Agreement Wage Rate" to employees engaged to perform shift work. The Aggregate Loading that applies is determined by utilising the agreed "Aggregate Loading Calculator".

"Aggregate Loading Calculator" is a version controlled calculator tool that has been agreed by the parties to this Schedule and can only be varied here after agreement between the parties.

"Aggregate Salary" = Agreement Wage Rate + Aggregate Loading.

"Double time" will be based on the aggregate salary relevant to the classification of the employees position and where applicable the relevant Shift Loadings in accordance with Clause 9.3.1 of the Agreement. For example, the Overtime Hourly Rate = (Aggregate Salary Hourly Rate Plus the Applicable Afternoon or Night Shift Loading) x 2.

A "SPARE" shift is excluded from the shift penalty component of the Aggregate Loading calculation.

3. Relationship to Agreement

This Schedule shall be read and interpreted wholly in conjunction with the provisions of this Agreement, and where there is any inconsistency, this Schedule shall take precedence. Where the Schedule is silent the provisions of the Agreement shall apply, where applicable.

4. Aggregate Salary

4.1 This arrangement provides for the payment of an additional percentage loading ("aggregate loading") calculated as a percentage of the "Agreement wage rate" for the position based on an eight (8) hour shift roster for any agreed roster arrangements.

4.2 The Aggregate Loading compensates employees for the following items:

- Shift penalty hours; and
- Rostered work performed on 12.75 Statutory Holidays, which includes 400% for 25th December (additional Statutory Holidays will be treated as per the conditions of the Agreement).

4.3 The Aggregate Salary for all positions covered by this Schedule = Agreement Wage Rate + Aggregate Loading.

4.4 The Aggregate Salary applies for all purposes.

5. Overtime

Where an employee works additional hours, reimbursement may be via the following provisions at the employee's discretion:

- Overtime payments will be paid at double time.
- Time Off In Lieu (TOIL) in accordance with Clause 8.10 of the Agreement.
- Overtime performed by employees on a statutory holiday that are rostered on will be paid at double the applicable overtime rate – i.e. 2 times double time (as defined).
- Overtime performed by employees on a statutory holiday that are rostered off will be paid at double time and one half (2 ½ times), with a minimum payment of four (4) hours for the day and will receive accrued time in lieu added to their annual leave for any time worked on a public holiday, on a time for time basis, from the date of operation of the agreement.

When an employee is requested to work overtime Energy Queensland commits to providing the employee with 12 hours' notice.

When an employee is requested to work overtime with less than twelve hours' notice, the employee will be entitled to claim the following:

- Travel time from the time of leaving home until they arrive at the workplace and return home, within a reasonable time up to a maximum of 1 hour in each direction.
- An applicable meal allowance/s.
- Where the overtime performed is prior to a normal rostered shift, travel time applies from the time of leaving home until they arrive at the workplace.
- If the overtime is a continuation of a normal rostered shift, travel time will not apply

6. Travel Time

Where it is necessary for employees to travel outside of ordinary rostered hours of work, time spent in such travel will be paid for at double time.

7. Shift Arrangements

Employees covered by this Schedule will work in accordance with a CNOC Roster which has been agreed to by 60% of affected employees.

Where a roster incorporates an "on call" requirement, the on call component will be paid in accordance with the Availability Duty Allowance (ADA), of the Agreement.

Roster attendances will be nominally described as day, afternoon and night shifts, if applicable or as mutually agreed by the Parties.

For the purposes of this Clause the following definitions apply to normal rostered 8 hour shifts:

- "Day Shift" will normally mean any shift worked between the hours of 6.00am and 6.00pm
- "Afternoon Shift" will normally mean any shift finishing after 6.00pm and at or before midnight
- "Night Shift" will normally mean any shift finishing after midnight and at or before 8.00am
- Shift rosters will be based on a rotating working pattern with an average of 72 hours per fortnight. The ordinary hours of work for shift workers may be exceeded in any week or weeks subject to the total ordinary hours worked during any roster period not exceeding that number of hours ascertained by multiplying the number of weeks in the roster period by 36.
- As far as is possible, whilst also taking into account personal preferences, the rotations of work attendance will seek to ensure equity in the numbers of afternoon shifts and weekends worked per year.

7.1 Employees may be required to work a shift rotation which may be a combination of eight (8) hour shifts, and on call availability as per the operationally required minimum staff levels within EQNOC. For the purposes of calculating shift loading and including shift loadings for any overtime worked, the following spread of hours applies:

- Between the hours of 06:00 to 14:00 No shift loading applies.
- Between the hours of 14:00 and 22:00 Afternoon shift loading applies.
- Between the hours of 22:00 and 06:00 Night shift loading applies.

7.2 Minimum Staff Levels and Statutory Holidays Resourcing

To ensure the safe and effective management of the Energy Queensland Electricity and Communications Network, the CNOC supervisors shall make every effort to allocate resourcing to maintain the operationally required minimum staffing levels each day, as below:

Monday to Friday:

- 1x “E” shift (0700-1500)
- 1x “J” shift (0800 – 1600)
- 1x “D1” shift (0900 – 1700)
- 1x “L” shift (1430 – 2230)
- 1x “S” shift (Flexible start)
- 1x Staff member for “Availability On Call” (This requirement may not necessarily be surplus to the above staffing numbers, as the above roles can also assume the role of “Availability On Call”. “Availability On Call” shall be completed by the “J” shift staff member unless otherwise mutually agreed).

Weekends and Statutory Holidays

- 1x “E” shift (0700-1500)
- 1x “J” shift (0800 – 1600)
- 1x “L” shift (1430 – 2230)
- 1x Staff member for “Availability On Call” (This requirement may not necessarily be surplus to the above staffing numbers, as the above roles can also assume the role of “Availability On Call”. “Availability On Call” shall be completed by the “J” shift staff member unless otherwise mutually agreed).

Show Holiday

- Operational staffing shall be resourced on a business-as-usual basis, with employees only requested by Energy Queensland to work on the show day public holiday due to reasonable operational requirements.

Rostered employees in excess of the abovementioned numbers for statutory holidays will not be required to attend and a local record of holidays worked by each employee will be maintained for equity purposes.

“Operationally required minimum staffing levels” are not a full reflection of the EQNOC roster. This is referred to in this schedule for the purposes of clarity and to further define the use of SPARES in roster swapping to maintain the operationally required minimums. Staff rostered on to work within the EQNOC operational roster, but not rostered on to one of the above listed shifts, will be considered a SPARE (“W” shift).

Any permanent change to the operationally required minimum staffing levels within the EQNOC roster shall be agreed to by 60% of affected employees as per clause 7 of this schedule.

8. Additional Provisions

8.1 Emergency Rostering / Not Previously Notified Rostering

To ensure the safe and effective management of the Energy Queensland Electricity and Communications Network, the EQNOC supervisors shall have the option when a EQNOC staff member is absent on any day (including a public holiday) not to cover the designated shift at any time, subject to the following:

- The volume of existing work within EQNOC required for that day of operation;
- The volume of additional work for the effected EQNOC staff;
- Any forecasted additional work in relation to adverse weather conditions;
- The volume of existing work within the Service Assurance queue; and
- Requirements to assist with pre-planned project/commissioning work.

If the above criteria cannot be addressed, the EQNOC supervisors shall have the option of utilising mutually agreed short notice shift changes or overtime to fulfil the resources required. If overtime is required it will initially be offered to the shift staff (i.e. members of the impacted roster are utilised before overtime is offered to non-shift staff).

8.2 Use of SPARES (Also referred to as “W” shift)

For the purposes of clarity, the term “SPARES” within this schedule is interchangeable with the EQNOC Roster’s “W” Shift.

SPARES shall be used as the first option to cover all types of leave, where practicable, under the following conditions/guidelines:

- Where possible, SPARES are to be used to fill in for staff on Long Service Leave on the proviso that EQNOC can maintain their roster requirements while using standard leave management practices.
- A minimum of 14 days (2 weeks) notice is required to change SPARES hours/days within designated rostering unless mutually agreed.
- When a SPARE is unable to provide adequate coverage within the roster, EQNOC can utilise mutually agreed shift swapping utilising standard roster and leave management practices.
- In relation to using SPARES for leave coverage, no person shall be financially disadvantaged over a 12 month period.

9. Higher Duties

Employees covered by this Schedule who are required to temporarily act in a higher classified shift work role where an aggregate loading is applicable for periods of one shift or greater, will be paid the higher classification rate including the applicable aggregate loading for the duration of the higher duties.

Employees covered by this Schedule who are requested to do other work will not be financially disadvantaged.

10. Leave

10.1 Annual Leave

Annual Leave will be paid at the employees aggregate salary rate.

Employees working permanent non-continuous shift work are entitled to no less than 184 hours.

10.2 Personal Leave

All Personal Leave entitlements will be paid at the employees aggregate salary rate.

10.3 Long Service Leave

Long Service Leave will be paid at the employee's aggregate salary rate.

11. Retrenchment

Retrenchment entitlements and calculations will be based on the employees aggregate salary rate and in accordance with the entrenchment provisions contained in Schedule 2 of the Agreement.

12. Superannuation

Superannuation payments will be calculated on the employee's aggregate salary.

13. No Flow on Effect

This Schedule shall not be used to progress any claims in respect of other Energy Queensland employees.

14. Table of Equivalency Hours

The below table indicates the equivalent hours to be paid based on the template roster.

8 Hour Shift				
	Hrs	Day Multiplier	Shift Loading	Hours Paid
M - F Day	8hrs	1	0.00%	8 hrs
M - F Afternoon	8hrs	1	18.75%	9.5 hrs
Saturday Day	8hrs	2	0.00%	16 hrs
Saturday Afternoon	8hrs	2	18.75%	19 hrs
Sunday Day	8hrs	2	0.00%	16 hrs
Sunday Afternoon	8hrs	2	18.75%	19.1 hrs
Public Holiday Day	8hrs	2.5	0.00%	20 hrs
Public Holiday Afternoon	8hrs	2.5	18.75%	23.75 hrs
Christmas Day	8hrs	4	0.00%	32 hrs
Christmas Day Afternoon	8hrs	4	18.75%	38 hrs

15. Aggregate Rates (Based on EUCA 2024)

EQ NOC	
Telecommunications Specialist	34.22%
Telecommunications Specialist Supervisor	34.22%

Note: These are subject to implementation and review of this Schedule and operational requirements. The percentages may only be changed following a ballot of the impacted employees as per Clause 8 of this Schedule.

SCHEDULE 8 ALTERNATIVE EMPLOYMENT ARRANGEMENTS LEGACY ARRANGEMENTS

It is acknowledged that existing employees may have terms and conditions subject to the following Alternative Employment Arrangements - Senior Staff Agreement and Non-Executive Employment Agreement.

These legacy Alternative Employment Arrangements will be maintained during the life of this Agreement and future Agreement/s; and employment conditions will be in accordance with the terms and conditions of these arrangements where the employee continues to be employed in their current position.

In circumstances where the employee's position is made redundant and the employee is redeployed to suitable alternative employment, these arrangements will be maintained for the redeployed position in accordance with the above.

If an employee is successful in attaining another position then the terms and conditions of the new position will apply.

Energy Queensland will maintain the amendments in the Non-Executive Employment Agreement (NEC) remuneration arrangements for employees that remain on this legacy arrangement as detailed in correspondence issued to the union parties to this Agreement and employees in 2019.

All future Alternative Employment Arrangements will be in accordance with the following:

SCHEDULE B

- a. Senior Staff Agreement; and
- b. Non-Executive Employment Agreement.

These alternative employment arrangements are set out in Schedule B of this Agreement.

Unless specifically provided for in the alternative employment arrangement, employees are exempt from the following provisions of the Agreement:

- a. Part 6 Allowances – Payment of Ability and Disability Allowances, Emergency Work – availability duty, Work in Rain, Substation and Test Department Allowance, Construction Sites, First Aid Allowance, Tools, Locality Allowances;
- b. Part 7 Hours of Work, Public Holidays – Hours of Work, Meal Breaks, Rest Pause, Shift Work;
- c. Part 8 Overtime – Overtime, Rest Break after Overtime, Overtime Crib Break, Meal allowance; and
- d. Part 10 Transfers, Travelling and Working Away from Usual Place of Work – Travelling Outside of Ordinary Hours.

Any arrangement developed shall be read and interpreted in conjunction with the Agreement, and where any inconsistency exists, the alternative employment arrangement shall take precedence. Where silent, the Agreement shall apply.

Sick leave will be cumulative, but unless Energex and the employee otherwise agree, no employee will be entitled to receive, and Energex will not be bound to make, payment for more than 52 weeks absence from work through illness in any one year.

2) Non-Executive Employment Agreement (NEC)

1. Employment Agreement Parties and Scope

This Non-Executive Employment Agreement is made between Energex and the Employee pursuant to clause 4.1.9 Alternative Employment Arrangements of the Energex Union Collective Agreement 2015 provided that the exemption provisions set out in clause 4.1.9 of the Agreement, will apply for the Employee engaged under this NEC.

This NEC will be read and interpreted in conjunction with the general provisions of the Agreement, provided that where there is any inconsistency between this NEC and the Agreement, this NEC will take precedence to the extent of the inconsistency.

This NEC supersedes any prior employment agreement between the parties including any other agreements, oral or written, made prior to the execution of this document. However, this does not preclude Energex and Employee agreeing in writing to additional terms that do not conflict with the provisions contained herein.

2. Coverage

Under the provisions of clause 4.1.9 of the Agreement (Alternative Employment Arrangements) it is agreed that Energex may offer the NEC to all new or existing Employees who occupy a position graded at salary point 13.0 or above.

3. Date and Period of Agreement

This NEC will operate from the date of commencement and will continue whilst the Agreement remains in operation and any subsequent agreements with a clause equivalent to clause 4.1.9 of the Agreement, Alternative Employment Arrangements unless otherwise terminated in accordance with law or by the Employee and/or Energex in accordance with this NEC or the Agreement.

4. Employee's Position and Duties

This NEC during its duration is referable to the position listed in Schedule NEC – A.

Energex can expand, increase or change the responsibilities or duties of the employee's position and before implementing such change Energex will consult with the employee. Any expansion, increase or change to the employee's responsibilities or duties will result in the position profile being assessed and if necessary amended, re-evaluated and if applicable adjustments to the remuneration level will be made.

The position profile is attached. Your duties may be varied from time to time. This will only occur after consultation in order to allow Energex to respond to changing business and operational needs.

5. Probationary Period (for new Employees only).

The Employee will be on probation for a period of three (3) months from the commencement of the employment. This period can be extended up to an additional three (3) months through written notification to the Employee by Energex prior to the expiry of the three (3) month probationary period. During this time either Energex or the Employee may elect to terminate the employment with one (1) weeks' notice. Energex may provide an equivalent payment in lieu of such notice.

6. Location/Work Allocation

The initial work location is based in Brisbane. However, during the course of employment, the Employee may be required from time to time to temporarily:

- a. Work in other operating locations within a reasonable travelling distance from the original work location; or
- b. Be assigned temporarily to work in parts of the Energex business beyond a reasonable travelling distance from the original work location or interstate.

The Employee will be consulted prior to any location change envisaged above. Work location changes of a permanent or extended nature, beyond reasonable travel times, will be by mutual agreement with the employee concerned.

No employee will suffer any material diminution in remuneration or entitlements as a result of a transfer or secondment.

7. Hours of Work

The Total Fixed Remuneration package for the Employee's position nominated in Schedule NEC – A includes compensation for 160 normal work hours per each four (4) week period, as well as any reasonable out of hours work, or reasonable extended hours of work, required to meet the specific demands of the business and the responsibilities of the position.

Energex also recognises that it is important for the employee to achieve a balance between the employee's professional and personal life and will work with the employee in an endeavour to accommodate this balance, whilst meeting expectations and needs of our customers and shareholders.

8. Remuneration

Subject to the following, the Total Fixed Remuneration rate, per annum, as agreed between Energex and Employee is detailed in the NEC Remuneration Schedule and is all inclusive.

The Total Fixed Remuneration will be reviewed on an annual basis subject to the overall performance of Energex, the performance of the Employee and market factors. The annual review of the Total Fixed Remuneration rate will be effective 1 July of each year and will be backdated to this date.

The review will also ensure that the employee's remuneration is no less than the Agreement ten (10) day rate for the employee's classification.

TFR Alternative 1 - Defined Benefits

The Total Fixed Remuneration package includes:

- a. Cash Component (the amount set out as the Cash Component in the NEC Remuneration Schedule);
- b. Energex (10%) and employee's (5%) superannuation components; and
- c. Vehicle, where Energex deems that a vehicle is required to perform the role. ***(insert where appropriate)***

In addition to these items above the Employee will have the option to:

- a. Salary Sacrifice additional voluntary superannuation contributions;
- b. Lease a vehicle for private use.

TFR Alternative 2 - Defined Contribution

The Total Fixed Remuneration package includes:

- a. Cash Component (the amount set out as the Cash Component in the NEC Remuneration Schedule);
- b. Energex superannuation contribution, in accordance with Superannuation Guarantee requirements, If the Superannuation Guarantee Contribution increases there is no change to the notional cash component; and
- c. Vehicle, where Energex deems that a vehicle is required to perform the role. ***(insert as appropriate)***

In addition to these items above the Employee will have the option to:

- a. Salary Sacrifice voluntary superannuation contributions; or
- b. Lease a vehicle for private use in accordance with the Packaging of Leased Motor Vehicles clause of this Employment Agreement.

Packaging choices for these optional items will be indicated in column 2 of the Remuneration Schedule.

The cost of any Fringe Benefit Tax incurred on the Employee's choice of agreed benefits will be fully met by the Employee and costed to their Total Fixed Remuneration.

On commencement, the cash component net of tax and other authorised elections/deductions, will be paid into the Employee's nominated bank account/s in accordance with the normal Energex practice but not less than fortnightly.

9. Performance Pay

In addition to the Total Fixed Remuneration offered, the Employee will also have the opportunity to earn performance payments, which recognise performance against agreed targets, of up to 20% of Total Fixed Remuneration (per year), in accordance with the performance pay scheme (as varied from time to time) that applies to Employees covered under this Agreement.

10. Superannuation

Alternative 1 – Defined Benefit Fund - Existing Employees

The Employee may remain a member of the Defined Benefit Section (Part 2) of the Electricity Supply Industry Superannuation Fund. The Total Fixed Remuneration set out in the NEC Remuneration Schedule includes the contributions to be made by Energex and the Employee.

The calculation of Energex and employee contributions will be made on the following basis:

- a. The Agreement ten (10) day rate for the employees classification as a minimum; or

- b. 90.91% of the employee's TFR where this amount is greater than a) above; or
- c. 75% of the employee's TFR, provided that this is greater than a) above.

For an existing Defined Benefit Fund employee who elects to be engaged under this contract, not previously engaged on an NEC that employee will be covered by a) or b) above.

Where Energex superannuation contributions diminish in accordance with the trust deed, there will be no change to the notional Cash Component (accordingly if Energex increases the superannuation contributions there will be no change to the notional cash component).

Alternative 2 – Defined Contribution Fund Employees

The Employee will be a member of a compliant Defined Contribution Superannuation Fund. The Total Fixed Remuneration set out in the NEC Remuneration Schedule is inclusive of all superannuation contributions. Payment of any additional voluntary contributions to superannuation made by the Employee may be salary packaged in accordance with packaging provisions of the Employee's Remuneration clause.

11. Motor Vehicle

Insert the appropriate motor vehicle clause based on operational requirements:

Alternative 1 – Require Operational Vehicle

The current position requires the operational use of a motor vehicle. Energex will make available to the Employee a fully maintained vehicle for business use. The vehicle is also available for unlimited private use by the Employee, including periods of annual leave. The vehicle will be fully costed to the Employee in accordance with the salary packaging provisions of the Remuneration clause.

By agreement with Energex, the Employee may personally lease a motor vehicle from an external leasing company approved by the Board. The provision of a vehicle under this arrangement will be costed to the Employee in accordance with the salary packaging provisions of the Employee's Remuneration clause of this Employment Agreement.

Alternative 2 – No Operational Vehicle Requirement

At the time of executing this NEC, the position detailed in Schedule NEC – A does not require the operational use of a motor vehicle.

The Employee may personally lease a motor vehicle from an external leasing company approved by the Board. The provision of a vehicle under this arrangement will be costed to the Employee in accordance with the salary packaging provisions of the Employee's Remuneration clause of this Agreement. The Employee must meet the criteria detailed in the Salary Packaging Policy.

12. Leave

All leave entitlements will be in accordance with the Agreement. All leave entitlements are paid at the Total Fixed Remuneration rate as detailed in the NEC Remuneration Schedule.

13. Performance Review

The Employee will participate in an Individual Progress Review at least annually. The review, conducted by the relevant Manager, will consider their conduct and performance over the previous year and current and future development needs and opportunities for the following year.

It will also provide the Employee with an opportunity to discuss concerns and respond to any performance issues raised by their Manager during the discussion.

A written record of each review will be maintained.

14. Policy and Procedures

The Employee's employment is subject to Energex's Policies and Procedures as amended from time to time, including those that are reflected in the Employee's annual leave and other leave entitlements clauses of this agreement. These Policies and Procedures will be made available through the Energex Intranet.

It is incumbent on Energex to notify the employee of any change and incumbent on the employee to be familiar with all policies and procedures.

The Employee will be required to comply with these Policies and Procedures including the Energex Code of Conduct, at all times. Any breach of Energex Policies and Procedures may render the Employee liable for disciplinary action including, where appropriate, dismissal.

15. Occupational Health and Safety

Energex accepts its obligation to provide Employees with a work environment that is, as far as practicable, free from any health and safety risks.

The Employee is obligated to comply with the Energex Occupational Health and Safety Policies and Procedures, as amended from time to time. In addition, Employees must have regard for and take reasonable care of their health and safety and that of fellow team members at work. Any breach of Energex Occupational Health and Safety Policies and Procedures may render the Employee liable for disciplinary action including, where appropriate, dismissal.

16. Dispute Procedures

The dispute procedures that apply under the Agreement will continue to apply.

17. Security of Employment

Energex acknowledges its obligations under clause 4.3 of the Agreement.

18. Termination

The Employee may terminate the employment by four (4) weeks' notice in writing or the forfeiture of four (4) weeks Total Fixed Remuneration. Energex may terminate the employee in accordance with the Agreement.

Upon termination, the Employee will return all property of Energex including any security passes, access cards and/or keys for entering Energex property or programs.

19. Redundancy

For the purposes of applying the Redundancy provisions of the Agreement:

- a. Severance payments will be calculated using the notional Cash Component;
- b. Any early separation incentive payment will be calculated using the notional Cash Component; and
- c. Any annual or long service leave payments will be calculated using Total Fixed Remuneration.

20. Intellectual Property

Any invention, improvement or idea developed by the Employee in connection with their employment with Energex whether during or outside working hours which relates to Energex:

- a. Products or methods of making or using such products; or
- b. General methods of operation

whether existing or in development, will be solely Energex property.

The Employee hereby appoints Energex as their attorneys to execute on their behalf all documents required to:

- a. Give Energex or the Energex nominee full legal ownership of the intellectual property rights relevant to the above clause; and
- b. Make applications for patents, registered trade marks or designs

in Australia and such other countries as we consider necessary.

The Employee undertakes to immediately disclose to Energex any matter relevant to intellectual property.

21. Conflict of Interest

The Employee will carry out duties objectively in the best interests of Energex and seek at all times to avoid a Conflict of Interest.

In the event a Conflict of Interest arises, or has the potential to arise, the Employee will, at the earliest opportunity:

- a. Immediately notify their immediate supervisor; and
- b. Remove themselves from the decision making process which may place them in a position where a Conflict of Interest may arise.

The Employee undertakes not to use information obtained in the course of employment to gain for themselves or any person a direct or indirect advantage or benefit, financial or otherwise.

The Employee will not solicit or accept any benefit in respect of the exercise of their discretion, whether for themselves or any other person.

The Employee will avoid circumstances in which the acceptance of an offer by way of gift or any other consideration could result in:

- a. A Conflict of Interest; or
- b. The gift being perceived as securing, or in return for, favour or preferment.

A failure by the Employee to fulfil their duties pursuant to this clause, may constitute serious misconduct and may result in the summary termination of the Employee.

22. Reversion

Subject to the Agreement, the Employee will retain the right to individually and voluntarily remain in or withdraw from this NEC. Withdrawal by the Employee will be affected by one (1) months' notice to Energex. Where Energex wishes an individual to revert, it will provide three (3) months' written notice to the Employee.

Where the Employee withdraws from this NEC, then the provisions of this Agreement will cease to be of effect and the Employee will revert to the provisions of the Agreement.

Prior to reversion to the Agreement, the salary point that the Employee will revert to, will be determined by the following:

- a. The current grading of the position; or
- b. The salary point of the Employee prior to the commencement of the Agreement (if appropriate); or
- c. The salary point of the position at the commencement of the Agreement; whichever is the higher.

Notwithstanding the above, a further salary point progression within the grade for the position may occur if it can be demonstrated that the Employee has gained additional skills and knowledge relevant to the position sufficient to warrant such progression.

NEC Remuneration Schedule

Date of this Agreement:

The Employer:

The Employee:

Name:

Address:

Principal Workplace:

Position:

Supervisor:

Total Fixed Remuneration Package:

Commencement Date:

Signatories

Signed for **Energex** by its representative in the presence of:

Representative's signature

Witness signature

Name (please print)

Date

Date

Signed by <insert Employee name> in the presence of:

Employee's signature

Witness signature

Name (please print)

Date

Date

3) Senior Staff Agreement (SSA)

Energex may offer this arrangement to new or existing employees engaged as Supervisors or Para Professionals whose position is paid at salary point 9.0 and above in the Technical stream, or employees engaged in a position that is paid at salary point 12.0 and above in the Administrative Stream.

1. Employment Agreement Parties and Scope

This SSA is made between Energex and the Employee pursuant to clause 4.1.9 of the Agreement (Alternative Employment Arrangements) provided that the exemptions set out in clause 4.1.9 will apply to the Employee engaged under this Agreement.

This SSA will be read and interpreted in conjunction with the Agreement, provided that where there is any inconsistency between the SSA and the Agreement this SSA will take precedence to the extent of the inconsistency.

This SSA supersedes any prior employment agreement between the parties including any other agreements, oral or written, made prior to the execution of this document.

2. Date and Period of Operation

This SSA will operate from the date of commencement (Schedule SSA – A) and will continue whilst the Agreement remains in operation and any subsequent Agreement with a clause equivalent to clause 4.1.9 of the Agreement (Alternative Employment Arrangements) unless otherwise terminated in accordance with law or by the Employee and/or Energex in accordance with this Agreement.

3. Dispute Resolution Procedures

The dispute resolution procedures that apply under the Agreement will continue to apply.

4. Employees' Responsibilities

4.1 Duties

Perform the duties and accountabilities, relevant to each employee's position, in accordance with the job profiles determined for those positions covered by this SSA.

4.2 Ordinary Hours

Work such ordinary hours (Monday to Friday), as the supervisor reasonably requires but not less than 160 hours per four (4) week period in accordance with a mutually agreed work pattern. Any agreed working arrangements will be flexible and not be more than 12 hours per day.

If by mutual agreement the employee agrees to work a regular work pattern including shift work, the employee will be entitled to the shift penalty loadings provided for in the Agreement, in addition to the provisions of the SSA.

5. Energex's Responsibilities

5.1 Pay Rates

Pay the employee the salary provided for in the Remuneration Schedule, as determined in accordance with the classification structure provided for in the Agreement.

The total remuneration provided for the employee includes compensation for work during ordinary hours, as well as any out-of-hours work or extended hours of work (including stand-by and emergency response activities) required to meet the specific demands of the business unless otherwise specified in this SSA. In addition, the total remuneration includes all allowances and penalties of any type provided for in the Agreement, which might otherwise apply. If the employee participates in a standby roster the employee will be entitled to the Day off in Lieu provisions for standby on a Public Holiday in accordance with the Agreement.

5.1.1 Additional Loading

Pay an additional loading (contained in the Remuneration Schedule) appropriate to positions in recognition of flexible working hours/arrangements and in place of all allowances/penalties of any type, including overtime, normally provided for in the Agreement which might otherwise apply.

Loadings will be determined in accordance with the following guidelines:

15%	Work flexible hours as determined in SSA clause 4.2 Ordinary Hours, including work related travel and in place of allowances/penalties of any type, including occasional overtime, but not including standby. May be required to be on storm standby.
19%	Work flexible hours as required, including work related travel, participate in a standby roster, and in place of allowances/penalties of any type where frequent overtime is normally worked and occasional out of hours contact is required.
22%	Work flexible hours as required, including work related travel, participate in a standby roster, and in place of allowances/penalties of any type where more frequent overtime is worked and frequent out of hours contact or requirement to respond.
24%	Work flexible hours as required, including work related travel outside normal business hours, participation in a standby roster, significant involvement in emergency response and other work related activities outside normal business hours, and where significant levels of overtime are worked and extensive out of hours contact or requirement to respond.

In the event of the employee changing roles, as a result of the employee successfully obtaining an alternative position, and that position is covered by this SSA, the salary loading will be reviewed and adjusted as determined appropriate by Energex in accordance with the guidelines above.

5.1.2 Overtime Payments

In lieu of the provisions of the overtime clause of the Agreement the following overtime payments will apply to the employee. It is recognised that the employee is required to respond to emergency events. Where an emergency event is deemed an “orange alert” or higher by Energex, the employee will be entitled to payment for all hours worked outside of the employee’s ordinary hours in response to such an emergency event.

Such time worked will be paid at 1.5 times the employees combined rate, i.e. the employee’s applicable base rate plus the loading as detailed in the Remuneration Schedule.

In addition, overtime payments may be made in recognition of hours worked over and above the normal requirements, including participation in special projects or breakdowns of significant duration. The determination of such overtime payments will be at the discretion the employee’s Group Manager.

5.1.3 Higher Duties

Higher duties under this SSA will be in accord with the payments under clause 5.12 Higher Duties of the Agreement, provided that, in addition to the base salary determined under clause 5.12 of the Agreement, the employee will receive a loading applicable to the higher position in accordance with the guidelines set out in clause 5.1.1 of this SSA.

5.1.4 Pay Increases

The employee’s base salary levels will be adjusted in accordance with the Agreement.

5.2 Motor Vehicles

Where Energex determines that a vehicle is required to enable the employee to carry out the duties and accountabilities of the position, Energex will provide the most economically suitable vehicle. These vehicles may at times be recycled from the Energex fleet pool. Where a vehicle is provided, the employee will be expected to:

- Keep the vehicle available for Energex use;
- Keep the vehicle clean and tidy; and
- Arrange maintenance, as required (at Energex expense).

Where a vehicle is supplied, Energex may agree to full private use of the vehicle. A financial contribution of 20% of the lease cost of vehicle will be required for private use. A limited range of accessories, other

than for work purposes, may be fitted to the vehicle at the employee's cost, subject to approval by management. External business use of the vehicle is expressly prohibited.

Where a vehicle is supplied the employee may elect either the vehicle nominated by Energex or another vehicle from the Energex vehicle list provided that:

- Energex will determine the nominal operational vehicle;
- The vehicle elected by the employee will meet the operational requirement of the vehicle required for the position as determined by Energex;
- The employee will pay, in addition to the 20% contribution of the lease cost for the Energex nominated vehicle, the monetary difference between the total lease cost of the Energex nominated vehicle and the vehicle selected by the employee; and
- The employee may only exercise this option at the time of being provided a vehicle or at the expiry of the lease of their current vehicle.

The nominal operational vehicle models which currently apply are:

- Hilux 2WD, or
- Hilux 4WD for a role where an operational requirement for a 4WD has been demonstrated.

Where Energex determines that an employee requires a 4WD to perform their operational duties, the employee will pay 20% of the 2WD vehicle price and Energex will provide the nominated operational 4WD vehicle. If the employee chooses to upgrade from the nominal operational 4WD, they will pay 100% of the difference between the nominal operational 2WD and their chosen 4WD vehicle.

Should the need arise to replace the existing nominal operational vehicle models during the life of the Agreement, Energex commits to consulting with the parties regarding the changes and will aim to maintain a nominal operational vehicle of a like standard.

Energex may review the provision of the option of alternative vehicles should the provision of alternative vehicles to employees on this Agreement results in an overall increase in the lease cost vehicles.

In accordance with Energex practices, employees may also choose to lease a vehicle for private purposes, with lease payments salary sacrificed.

Other conditions governing use of motor vehicles are contained in the Energex Motor Vehicle Policy.

5.3 Mobile Telephones

Energex will supply a mobile phone where it has been determined that it is necessary to efficiently and effectively perform the duties of the position. In addition, the employee is entitled to reasonable personal use in accordance with the Energex policy. Where the employee has their own private business(s) or conduct/participate in private commercial operations, use of the phone for such purposes is strictly prohibited.

5.4 Computers

Energex will provide an appropriate computer and related equipment, along with dial-in access to the Energex computer network, as determined necessary by the requirements of the position in accordance with Energex policy. Internet access will also be available in approved cases.

5.5 Sick Leave

The employee will be entitled to unlimited sick leave in the event of personal illness or injury, subject to the provision of supporting evidence as required in accordance with the sick leave provisions of the Agreement. Where medical evidence confirms that an employee is unable to return to work due to total and permanent disability, unlimited sick leave entitlements will cease to apply and the calculation of sick leave entitlements will be undertaken in accordance with the process set out in the paragraph below. In addition where an employee is unable to return to work as outlined earlier the disability management process set out in the Agreement will apply.

If the employee reverts to the Agreement from this SSA, a calculation of notional accrual offset by the employee's actual usage whilst engaged under this SSA will be made, and the employee's pre SSA sick

leave balance would be adjusted accordingly. On reversion to the Agreement the employee will not have a negative sick leave balance.

5.6 Travel and Accommodation

Travel and accommodation arrangements when required to work/live away from home will be in accordance with the Working Away From Home clause of the Agreement.

6. Other Matters

6.1 Preservation of Existing Entitlements

Employees will retain their entitlement to any accrued leave to which they were entitled at commencement of this SSA, as if such leave were accrued in accordance with the SSA.

6.2 Change of Position and/or Position Title

Where employees cease to be engaged in positions covered by this SSA either, by accepting a position outside the coverage clause detailed in the SSA, or a position that Energex determines will not be offered under this SSA then the employee will no longer be entitled to the benefits and entitlements of this SSA and will revert to the Agreement.

6.3 Reversion

In addition to the provisions of the reversion provisions of clause 4.1.9 of the Agreement (Alternative Employment Arrangements) the following will apply:

6.3.1 Employees who accept an SSA may elect to revert to the Agreement by providing Energex with one (1) month's written notice.

6.3.2 Where Energex requires an individual to revert to the Agreement it will provide the employee three (3) months' notice in writing of the employee's reversion.

SCHEDULE SSA – A**SALARY SCHEDULE***To be finalised to reflect vehicle option.*

NAME			
EMPLOYEE NO		Dept/Group	
POSITION			
Commencement Date			
REMUNERATION			
Base Salary	\$	(SSA Clause 5.1.1)	
Loading %	\$		
TOTAL REMUNERATION	\$		
MOTOR VEHICLE (IF APPLICABLE)			
Type	(allocated to position)		
Private Use Options (appropriate box to be marked X)	<i>Nil</i> <input type="checkbox"/>		<i>Full Private Use</i> <input type="checkbox"/>
Contribution	N/A		\$ per fortnight sal sac
Effective Date			
Acceptance of terms and conditions I acknowledge and accept that the Senior Staff Agreement – Schedule thereto covers the terms and conditions of my employment with Energex in the position listed in the Schedule. Signature: Date:			

1.1 General

- (a) Energy Queensland will require and continue to use contractors when carrying out core work activities (as defined in this schedule) on Energy Queensland's network assets.
- (b) The Parties recognise and accept that circumstances arise where the use of contractors is both desirable and/or essential.
- (c) This clause does not apply to, or require Energy Queensland to cease the use of contractors from whom services were already in place prior to the commencement of this Agreement.
- (d) Consultation in relation to use of contractors will take place in accordance with clause 1.7 of this schedule.
- (e) For the avoidance of doubt the term contractors includes Labour Hire employees and Group Training Scheme employees

1.2 Guidelines

The use of contractors will continue subject to the following guidelines:

- (a) The work volume is beyond the capacity of the resources or staff of Energy Queensland: or
- (b) The type of work or specialisation required is beyond the capacity of the resources or staff of Energy Queensland: or
- (c) It is in the public interest to undertake such work. Public interest includes issues of cost effectiveness: Energy Queensland will provide all relevant information and cost factors to ensure an accurate cost comparison is utilised
- (d) The security and tenure of employment of additional staff required to meet work peaks cannot be guaranteed.

Energy Queensland does not intend to utilise contractors to reduce its commitment to training of permanent employees, or merely to avoid increases in, the permanent workforce (subject to 1.2 (d) of this schedule).

1.3 Prior notice of Contractor use

- (a) Energy Queensland will consult with the relevant unions if it decides to enter into any new contracts in relation to core work and where requested will provide appropriate details about the proposed use of such contractors.
- (b) Every effort will be made to give prior notice when urgent contract work is required.
- (c) Wherever practicable, consultation will occur at the preliminary stage of the tender process i.e. prior to going to public tender however will occur prior to the engagement of contractors.

1.4 Training

Where the use of contractors is the result of an ongoing need for a particular skill, which employees could be reasonably expected to acquire and use, *Energy Queensland* will provide training to develop a level of in house capacity.

1.5 Contractor Documents and Requirements

- (a) Standard contract provisions will require all contractors and their employees to comply with:
 - (i) All relevant safety, workers' compensation, superannuation and workplace relations legislation and applicable statutory instruments (i.e.: statutory agreements or award(s));
 - (ii) Safe working practices and associated PPE and test equipment equivalent to that used by (Energy Queensland) employees;
 - (iii) Relevant training requirements;
 - (iv) All relevant licensing and registration requirements;

- (v) All relevant Codes of Practice and Standards established or promulgated by the appropriate industry regulator or standard setting entity including those prescribed under relevant legislation; and
 - (vi) All occupational health and safety, workers' compensation and applicable quality assurance standards, including reporting on compliance at intervals prescribed in the contract and not less than 3 monthly or as mutually agreed by the Parties.
- (b) The terms and conditions of employment for employees of Contractors shall be those contained in the relevant Federal or Certified Agreement.
- (c) When employees of contractors and subcontractors perform work as defined in the core work provisions of this schedule, Energy Queensland must ensure the rates of pay and allowances which in aggregate shall be no less favourable than those that apply to the same or similar classifications of employees engaged under this Agreement which will be included in the relevant contractual arrangements.

1.6 Core Work Definitions

- (a) **Generation activities** means operation, construction and routine maintenance work (other than major overhauls) currently performed by employees on the following power station plant, directly associated with the generation of electricity:
- (i) Boilers;
 - (ii) Turbo Generations;
 - (iii) Renewable Energy and associated technology (for example – Stand-Alone Power Systems and Batteries connected to the Energy Queensland network);
 - (iv) Unit Auxiliary Plant and emerging technology connected to the Energy Queensland network; and
 - (v) Chemical Plant.
- (b) **Transmission activities** means work which is directly associated with the operation, construction and routine maintenance work (other than major overhauls) of substation plant, control systems and associated in house communications and electronics, lines and cables and trimming and removal of trees within minimum approach distances to energised conductors currently performed by employees.
- (c) **Distribution activities** means work which is directly associated with the operation, construction and routine maintenance (other than major overhauls) of substation plant, overhead mains, underground cabling and jointing, pole inspection and street lighting, customer emergency services (eg loss of supply, voltage complaints), telecommunications work (on the Energy Queensland network) and trimming and removal of trees within minimum approach distances to energised conductors currently performed by employees.

The definition of core work does not apply to work that is ancillary to the contract or work of a specialist nature.

1.7 Consultation Process

- (a) Contractors will continue to be a normal part of Energy Queensland operations.
- (b) As Energy Queensland responds to the competitive electricity market, the need to operate in a commercially sound and economically sustainable manner will continue to determine the way Energy Queensland conducts its business.
- (c) Energy Queensland will consult on the use of contractors and outsourcing arrangements with the relevant unions as part of a work planning process.
- (d) Consultation will occur prior to the calling of tenders and will provide the relevant union with a formal mechanism in which they can discuss matters arising from the engagement of a contractor or the awarding of a contract defined under core work definitions
- (e) Ongoing consultation on the use of contractors will occur on a quarterly basis, or as otherwise agreed by the Parties involved.

1.8 Contract Compliance and Supervision

- (a) Energy Queensland will continue to maintain internal contract management functions to ensure contractors comply with the relevant standards including safety, statutory and contractual requirements.

This will include design related to the Energy Queensland network and applying Clause 1.7 to design activities. Clause 1.5 (c) will not apply to design activities.

- (b) A similar management approach will be taken in relation to the standards specified for developers and others involved in either extensions of the current network, major projects or asset enhancements in accordance with relevant legislation or Energy Queensland policy in place at the time. In addition, subdivisions work, public lighting work and major customer work that will become part of the Energy Queensland network assets will be subject to developers and others involved meeting all requirements as an accredited service provider including maintaining a rating under that framework. This includes rates of pay and allowances; and quality and safety of work standards that will become part of the Energy Queensland network assets which will be managed under the accredited service provider framework.
- (c) The parties agree that a suitable qualified nominated Union Delegate shall conduct joint audits on Energy Queensland's contractors on an agreed basis, but no less than quarterly. Such audits shall be in accordance with Energy Queensland's current contractor auditing processes.
- (d) The intent of these audits is to ensure Energy Queensland continues to maintain existing internal contract management functions to ensure contractors comply with the relevant standards including safety, statutory and contractual requirements.
- (e) Audits completed in relation to Clause 1.5(c) shall be undertaken by an independent provider as agreed between the parties and in accordance with Energy Queensland's procurement and contractual arrangements.

INTRODUCTION TO THE ADMINISTRATIVE STREAM**CAREER PATH FRAMEWORK**

This Energy Queensland Enterprise Administrative Career Path is based on the Transmission and Supply Administrative Stream Career Path Framework dated 12 September 1994 which has been endorsed by Industry Management and Unions.

Award Restructuring aimed to provide a more skilled and productive workforce and create further career opportunities for employees in the Queensland Electricity Supply Industry (QESI).

Under Award Restructuring, QESI Transmission and Supply employees are classified under one of three streams:

- Administrative - clerical and administrative
- Technical - power workers and technical employees
- Managerial & Professional - degree qualification or equivalent

In 1993 the Industry Award at that time required that prior to translation, each enterprise in the QESI develop Career Paths for each nominated stream to outline how the Classification Structure for the stream would be implemented. To ensure a co-ordinated approach within Transmission & Supply with equitable pay outcomes, an Industry Transmission & Supply Career Path Administrative Committee was established to facilitate development and implementation of Enterprise Career Paths. This committee, comprising management and union nominees developed an Administrative Stream Career Path Framework for Transmission & Supply. Typical clerical and administrative jobs were selected from each Enterprise for comparison across the Industry. Information was collated to describe current work practices and also identify opportunities for broad-banding and multi-skilling. This information also identified situations where required knowledge and skills and subsequent work value are not reflected in present pay practices.

This Career Path document has been written to generally encompass most employees likely to be covered by the Administrative Stream, and this is included in the attached document.

In developing the Career Path, Joint Workplace Consultative Committees (JWCCs) were established in each Enterprise and used the Industry Administrative Stream Framework as the foundation for the development of Enterprise Career Paths. It was expected that Enterprises would add specific requirements to the Framework to suit local conditions whilst not departing from the spirit of the document. This would ensure that equitable pay outcomes exist across Enterprises for jobs of equivalent value. The Career Paths in the attached documents reflected Energy Queensland's circumstances.

Finalised Enterprise Career Paths received endorsement from the Combined Restructuring Committee on 18 November 1994 and were subsequently lodged with the Queensland Industrial Relations Commission as a Schedule to the then Award.

Career Paths identify the range of opportunities for skills development and opportunities to access higher rates of pay. Benefits from Award Restructuring largely depend on the process delivering job re-design outcomes which result in more effective and efficient - workforce utilisation. Job redesign is facilitated through a more flexible classification process.

In the Administrative Stream, it is proposed that only one Career Path be developed, which encompasses employees engaged in areas including Personnel Administration, Computing Support, Branch Administration, Materials Supply, Finance, Sales and Marketing.

An Enterprise Career Path must also support the important objectives of maintaining pay equity in terms of work value and ensuring equal employment opportunities. Grade descriptions and boundaries should provide parameters for pay progression through skills acquisition to preserve pay equity with relative work value. These boundaries should also ensure an appropriate balance between broad-banding classifications and providing opportunities for selection on merit to higher classified positions from as wide a field of candidates as practical.

ALTERATIONS TO CAREER PATH

Where job redesign identifies the need for additional grade(s) in a career path or where other changes are required to update a career path document, the relevant career path will be amended by agreement between the Industrial Parties.

STEPS TO TRANSLATION AND PROGRESSION

A. Translation in 1995

When employees translated to the then new Award (Electricity, Transmission & Supply Award - State) in 1995, the following process was used in this regard:

In order to translate to the new Award, employees will need to be covered by an Agreed Career Path Document. However, employees who have an expectation of normal progression to higher salaries under the then current Award will have the choice of translating to the new Award or remaining with the then current Award until those expectations are realised. For employees who will be translating, or choose to translate, the following steps to salary translation will occur:

- **Determine appropriate Career Stream and Career Path:** The Job Profile, as agreed between employer and employee, provides a description of the responsibilities and duties of a position and the knowledge, skills and abilities required/used by an individual to competently perform the job. The Job Profile can be compared with Enterprise Career Path information to determine the most appropriate Stream for the position. The Administrative Stream draft document proposes one Career Path covering all functional clerical and administrative groups.
- **Translate to equivalent or next highest Salary Point on the new Award:** The rates in the salary scale incorporate pre-existing salary components which individuals may now be receiving. These components will be Award salary level and Industry Payment.
- **Check position is in the correct Grade:** It may be necessary to evaluate whether the position has directly translated into the correct grade/level within the Career Path and adjust where appropriate. This step may take either or both of the following forms:
 - i. the Job Profile for the position will be compared against the Grade descriptors for the appropriate Career Path and matched against them to accurately place the position. For Grades 1(a) to Grade 4, Grade Descriptors themselves should provide adequate distinction to enable a match. This is due to the specific, clearly defined tasks and competencies which exist at these levels and where results and responsibilities are defined largely in terms of tasks undertaken.
 - ii. a job evaluation methodology will usually be used from Grade 5 to Grade 11, as jobs become more difficult to define. This occurs where it becomes harder to rely on generic descriptions and/or competencies (where available) to size the value of a job and a supplementary method such as a points method is more reliable.

B. Recognition of Prior Learning procedure and Progression Arrangements

In addition to the translation of employees, the following Recognition of Prior Learning procedure and Progression arrangements will also continue to have application as part of the ongoing Award Restructuring arrangements:

- **Recognition of Prior Learning procedure:** RPL is a process for recognising current skills and knowledge, which may have been acquired through formal or informal training (in industry *and/or* education), work experience and/or life experience, and which can be assessed against established and formalised learning outcomes. RPL shall only be granted for progression purposes in cases where the skills and knowledge claimed are required by the employer and required by the individual to perform the duties and responsibilities of their job.

The Job Profile for each position outlines the specific tasks and responsibilities of a job and therefore the skills and knowledge required of an individual competently performing the job within the more generic Career Path grade description. The RPL exercise will establish the most appropriate Salary Point within the Grade on the basis of the individual's skills and knowledge in direct comparison with the job requirements outlined in the Job Profile.

- **Progression:** Any salary progression beyond translation will require one of the following:
 - gaining new skills in accordance with an Approved Training Plan
 - reclassification to a higher grade
 - appointment to an advertised position with a higher Agreement classification
 - Recognition of Prior Learning on the basis of the demonstration of skills acquired and required to be used within the grade.

Training Outcomes

Not all training will qualify for pay progression purposes. Subject to the provisions of the Backfilling (Training) Agreement, the following range of training types is envisaged:

1. **Training for future performance (Career Development):** Employees may undertake training for their personal development and to better position themselves for future career opportunities. For example, an employee working as an Administrative Employee may study for a Bachelor of Business and ultimately move into a position as an Accountant. Such voluntary training may receive support for instance in the form of study assistance, subject to management approval, and this training may not result in immediate pay progression.
2. **Training to maintain current competencies:** Employees may be required to undertake training to keep their skill levels current with technology, work practices and safety needs; e.g. new software releases, annual resuscitation training. This training may not result in pay progression.
3. **Training to meet requirements of current pay level:** Where an employee could reasonably be expected to undertake specific tasks as part of the job/salary point and is unable to do so, training may be necessary to bring the employee's skill levels up to the standard normally required of the position/salary point and thus training may not result in pay progression. Where an employee has progressed to the maximum Salary Point of the Career Path grade and requires further training which is not associated with changes to job design sufficient to warrant reclassification of the job to a higher grade, training may not result in pay progression.
4. **Training to extend competency to meet expanded job requirements:** Where job redesign has occurred in accordance with Enterprise Career Paths and Job Profile Requirements, Approved Training Plans may be developed to provide training leading to new/advanced competencies and subsequent pay progression.

Approved Training Plan Guidelines

An approved training plan shall be available to each employee who is in a classification where further progression is available through skills development. The mutual needs of the industry and its employees will be considered in respect to the development of Approved Training Plans in order to provide the skills and competencies to meet work requirements.

An Approved Training Plan (ATP) will be available for any employee in a job where the development of additional skills and knowledge is required. Such plans will identify progression arrangements, the training to be completed, the agreed nominal time for undertaking and completing the training and any provisions or arrangements for training time or leave for training purposes. Approved Training Plans will be developed and agreed by the employee and the person nominated by management as the employee's 'Supervisor' for this purpose.

As specifically agreed between the Industrial Parties with respect to nominated administrative/clerical positions, such positions may be identified as not requiring development of skills equivalent to payment at Salary Point 5.1, and progression through an Approved Training Plan may not be available in these cases.

The Career Path Framework is based on the following training guidelines:

1. Approved Training Plans only enable progression within the limits imposed by the Agreement Classification and the Career Path grade of the job (i.e. job size)
2. If a job changes over time to the extent that its total value/size warrants re-assessment, then job evaluation methods would be required to determine whether reclassification of the job to a higher grade was warranted.
3. Training included in Approved Training Plans should result in changes/redesign of the job/work performed.

EXPLANATION OF DOCUMENT FORMAT

CAREER PATH TITLE

Career Path Grade

GRADE 1 Salary Points	GRADE 2	GRADE 3	GRADE 4	GRADE 5	GRADE 6
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ENTRY REQUIREMENTS:

An explanation of how entry into this Grade is achieved. This may be for example, through appointment to a vacant position or progression into the Grade via an Approved Training Plan.

Where an increase in work/job value is identified and reclassification of an existing occupied position(s) is approved, then selection may be made from eligible employees within a work group or work location for progression through an Approved Training Plan to the higher classification.

MAIN FUNCTIONS/BROAD COMPETENCIES:

Statements in *italics* are extracts from the relevant section of the Award.

Other statements outline the typical tasks and responsibilities an employee in this Grade may be required to undertake. This list is not exhaustive, and the employee may be expected to undertake other tasks in line with the employee's training, experience and responsibilities.

Hay Points evaluation boundaries determine the Grade only of a job, not the Salary Point within the Grade.

MINIMUM QUALIFICATIONS/TRAINING:

This describes the minimum certification/qualifications and modules of structured training, or equivalent, that would be required for entry into this Grade.

TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

This is a non-exhaustive list of the types of training courses from which an employee and their supervisor might select, in' developing an Approved Training Plan for progression within this Grade. Selection of modules will be made where the addition and development of a skill will be applied in the job and will lead to changes in tasks performed. Module equivalent values have not been identified for all courses. A training course might also be selected from the Typical Training Menu for a lower Grade, or from another source identified as required for enhanced job performance.

SKILLS DEVELOPMENT OPPORTUNITIES

ADMINISTRATIVE EMPLOYEE

<u>STREAM /AGREEMENT LEVEL</u>	<u>Career Path/Level</u>	<u>DESCRIPTION</u>
ADMINISTRATIVE EMPLOYEE LEVEL 11 Salary Points 14.0 - 14.3	GRADE 11	Technical expert or senior administrator who exercises responsibility, initiative & creativity in managing work.
ADMINISTRATIVE EMPLOYEE LEVEL 10 Salary Points 13.0 - 13.3	GRADE 10	High level of accountability, advanced knowledge & understanding, substantial responsibility for the output of others.
ADMINISTRATIVE EMPLOYEE LEVEL 9 Salary Points 12.0 - 12.5	GRADE 9	Accept responsibility for technical expertise, planning & supervision, & is substantially accountable for output.
ADMINISTRATIVE EMPLOYEE LEVEL 8 Salary Points 11.0 - 11.5	GRADE 8	Work with limited direction, prepare policy, set priorities & supervise staff & display advanced behavioural skills.
ADMINISTRATIVE EMPLOYEE LEVEL 7 Salary Points 9.0 - 10.3	GRADE 7	Apply technical principles, prepare procedures, analyse info., oversee the work of others & display appropriate behavioural skills.
ADMINISTRATIVE EMPLOYEE LEVEL 6 Salary Points 7.0 - 8.2	GRADE 6	Work with limited supervision, exercise discretion, supervise others, plan & organise the work of a team or of self.
ADMINISTRATIVE EMPLOYEE LEVEL 5 Salary Points 6.0 - 6.2	GRADE 5	Work with general supervision, exercise discretion, supervise others & provide guidance/assistance with relevant skills.
ADMINISTRATIVE EMPLOYEE LEVELS 4/5 Salary Points 4.0 - 5.2	GRADE 4	Work under general direction, exercise discretion, working effectively as an individual or as a team member.
ADMINISTRATIVE EMPLOYEE LEVEL 3 Salary Points 3.0 - 3.7	GRADE 3	Provide specific support under general supervision whilst exercising some discretion.
ADMINISTRATIVE EMPLOYEE LEVEL 2 Salary Points 2.0 - 2.7	GRADE 2	Perform general clerical support under routine supervision & within established guidelines.
ADMINISTRATIVE EMPLOYEE LEVEL 1(b) Salary Points 1.0 - 1.7	GRADE 1 (b)	Perform routine, predictable, repetitive & proceduralised tasks with close supervision.
ADMINISTRATIVE EMPLOYEE LEVEL 1(a) Salary Point 0.0	GRADE 1 (a)	Complete structured induction training within 3 months of appointment.

ADMINISTRATIVE EMPLOYEE

Grade 1 (a)

GRADE 1 (a) Salary Point 0.0	GRADE 1 (B)	GRADE 2	GRADE 3	GRADE 4	GRADE 5	GRADE 6	GRADE 7	GRADE 8	GRADE 9	GRADE 10	GRADE 11
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ENTRY REQUIREMENTS:

Appointment will be subject to availability of positions in the Enterprise and selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An Administrative Employee Level 1 (a) shall mean an employee not elsewhere defined, who is undertaking structured training so as to enable the employee to perform duties associated with clerical functions. An employee at this level works under direct supervision and performs routine duties.

The structured training may consist of on-the-job and off-the-job components. An employee at this level will be expected to have basic literacy and numeracy skills. They will have the ability to perform routine, predictable and proceduralised tasks with minimum error and within established timeframes. The employee may be expected to work as a member of a team.

MINIMUM QUALIFICATIONS/TRAINING:

Grade 10 level of education or equivalent.

TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

The employee shall undertake enterprise specific induction training. *Structured training shall be completed within 3 months of appointment to this level*, as required and agreed. and may include instruction in the following areas:

- * Corporate induction program
- * Work scheduling and time management
- * Basic computer operation
- * Keyboard techniques
- * Emergency procedures
- * Introduction to Workplace Health & Safety
- * Administration; e.g. Timesheets; Conditions of work

ADMINISTRATIVE EMPLOYEE

Grade 1 (b)

GRADE 1 (a)	GRADE 1 (b) Salary Point 1.0-1.7	GRADE 2	GRADE 3	GRADE 4	GRADE 5	GRADE 6	GRADE 7	GRADE 8	GRADE 9	GRADE 10	GRADE 11
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ENTRY REQUIREMENTS:

Award provides for progression from Grade 1(a) to Grade 1(b) through approved structured training, without undertaking selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An employee at this level possesses competencies which enables the employee to: perform routine, predictable, repetitive and proceduralised tasks and work under direct supervision. The employee will exercise judgement within the employee's level of skill and training and understand basic quality control/assurance procedures. The employee will understand and utilise basic literacy and numeracy skills; commensurate with the employee's training, experience and responsibilities.

An employee at this level must be competent in the use of simple office equipment and the application of simple work practices relevant to the work undertaken. The employee may work in a variety of roles performing basic clerical tasks, which may include routine data entry and keyboarding, mail and records processing/distribution, filing, basic accounting, photocopying and document production, introductory computing and routine purchasing. Whilst there is little scope for deviating from established routine procedures, tasks may be mixed to provide a variety of work experiences. The employee would normally become competent in individual tasks after a limited period of training, either on or off-the-job.

MINIMUM QUALIFICATIONS/TRAINING:

Grade 10 level of education or equivalent plus enterprise specific induction training.

TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

Progression through this Grade from Salary Point 1.0 to Salary Point 1.7 will require the successful completion of 8 modules via an ATP.

Structured training may include instruction in the following skill areas:

- * Work scheduling & time management
- * Basic computer operation
- * Keyboard techniques
- * Introduction to Workplace Health & Safety
- * Mail handling
- * Records handling
- * Routine office equipment use and operation
- * Office role and functions
- * Cash control
- * Workplace communications - telephone, face to face, proformas
- * Basic finance including finance source documentation
- * Work environment
- * Introduction to quality practices

Selection of modules for progression within this Grade may also include other appropriate modules.

ADMINISTRATIVE EMPLOYEE

Grade 2

GRADE 1 (a)	GRADE1 (b)	GRADE 2 Salary Point 2.0-2.7	GRADE 3	GRADE 4	GRADE 5	GRADE 6	GRADE 7	GRADE 8	GRADE 9	GRADE 10	GRADE 11
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ENTRY REQUIREMENTS:

Agreement provides for progression from Grade 1(b) to Grade 2, through annually approved structured training, without undertaking selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An employee at this level possesses competencies which enables the employee to: provide clerical support within Sections/Departments. The employee is responsible for the quality of the employee's own work and works under routine supervision either individually or in a team environment. The employee will exercise judgment within the employee's level of skills and training and work in conformity with established rules, and/or guidelines. The employee may assist new staff and trainers by providing guidance and advice and use, numeracy and equipment skills: commensurate with the employee's training, experience and responsibilities.

An employee at this level will be competent in the use of a range of simple office equipment and technologies and will be able to competently apply relevant rules, regulations, guidelines and work practices. An employee at this level will be capable of adapting to a variety of clerical roles. These may include data entry and keyboarding, mail and records processing/distribution, filing, receipting, basic accounting, photocopying and document production, computing applications (database, spreadsheet, work processing), routine purchasing, property services, payments, payroll and customer services.

MINIMUM QUALIFICATIONS/TRAINING:

8 appropriate modules of training, or equivalent, in addition to the requirements for entry into Administrative Employee Grade 1.

TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

Progression through this Grade, from Salary Point 2.0 to Salary Point 2.7 will require the successful completion of 8 modules via an ATP.

- * Draft simple business correspondence
- * Reception protocol
- * Records processing
- * Workplace Health & Safety
- * Non-routine office equipment use & operation
- * Keyboard speed & accuracy
- * Basic word processing
- * Database fundamentals
- * Spreadsheet fundamentals
- * Bookkeeping - accounts receivable & accounts payable
- * Bookkeeping - general ledger
- * Team communications
- * Implementing quality practices

Selection of modules for progression within this Grade may also include other appropriate modules.

ADMINISTRATIVE EMPLOYEE

Grade 3

GRADE 1 (a)	GRADE 1 (b)	GRADE 2	GRADE 3 Salary Point 3.0-3.7	GRADE 4	GRADE 5	GRADE 6	GRADE 7	GRADE 8	GRADE 9	GRADE 10	GRADE 11
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ENTRY REQUIREMENTS:

Award provides for progression from Grade 2 to Grade 3 through annually approved structured training without undertaking selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An employee at this level possesses competencies which enables the employee to: fulfil a general support function within the workplace. The employee will be responsible for ensuring the quality of the employee's own work and will work under general supervision. The employee will assist in the provision of on-the-job training to a limited degree and exercise appropriate keyboard skills (where relevant) at a level higher than an employee at Level 2. The employee understands relevant organisational structure, procedure and policy and exercises discretion although knowledge required to perform work is usually relative to precedents, guidelines, procedures, regulations and instruction; commensurate with the employee's training, experience and responsibilities.

An employee at this level will be competent in the use of a range of office equipment and technologies and will competently apply relevant work practices, with detailed instruction not always necessary. This level encompasses a range or combination of operational and administrative activities which require the application of skills and competencies in office work and a general knowledge of the work to be performed. Duties at this level may include data entry and keyboarding, mail and records processing/distribution, filing, receipting, accounting, production copying and printing, computing, applications (database, spreadsheet, work processing), basic warehousing and supply.

MINIMUM QUALIFICATIONS/TRAINING:

8 appropriate modules of training, or equivalent, in addition to the requirements for entry into Administrative Employee Grade 2.

TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

Progression through this Grade from Salary Point 3.0 to Salary Point 3.7 will require the successful completion of 8 modules via an ATP.

- * Draft simple business correspondence
- * Reception protocol
- * Records processing & maintenance
- * Non-routine office equipment use & operation
- * Keyboard speed & accuracy
- * Basic word processing
- * Database fundamentals
- * Spreadsheet fundamentals
- * Bookkeeping
- * Basic warehousing and supply

Selection of modules for progression within this Grade may also include other appropriate modules.

ADMINISTRATIVE EMPLOYEE

Grade 4

GRADE 1 (a)	GRADE 1 (b)	GRADE 2	GRADE 3	GRADE 4 Salary Point 4.0-5.2	GRADE 5	GRADE 6	GRADE 7	GRADE 8	GRADE 9	GRADE 10	GRADE 11
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ENTRY REQUIREMENTS:

Agreement provides for progression from Grade 3 to Grade 4, Salary Point 5.1, through annually approved structured training, without undertaking selection procedures. Progression from Salary Point 5.1 to 5.2 would be by an Approved Training Plan. Progression beyond Grade 4 will be by appointment subject to the Energy Queensland selection procedures and the position's evaluated salary range.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An employee at this level possesses competencies which enables the employee to: perform work under general direction, either individually or in a team environment. The employee will undertake a range of duties requiring judgement, liaison and communication within the organisation and other interested parties and perform planning and co-ordination tasks as required.

The employee will provide training and guidance as required and understand and apply quality systems and be able to inspect products and/or materials for conformity with established operational standards. The employee will be required to exercise discretion within the scope of this level and exercise good interpersonal and communications skills; commensurate with the employee's training, experience and responsibilities.

As an employee develops further competencies in progression past Salary Point 4.2, more complex tasks and responsibilities would be allocated, which may be described as:

An employee at this level possesses competencies which enables the employee to: exercise discretion within the scope of this level and work under general supervision, either individually or in a team environment. The employee will understand and implement quality systems and exercise initiative in the application of established work procedures. The employee will perform supervisory functions within the scope of this level and assist subordinate staff with on-the-job training; commensurate with the employee's training, experience and responsibilities.

An employee at this level will be working under general supervision with checking related to overall progress but may take the form of broad guidance and autonomy where working in teams is required. Responsibility for the work of others may be involved and team co-ordination may be required. Work at this level involves the applications of knowledge with some depth in some areas and a broad range of skills. There may be a range of tasks and roles in a variety of contexts, with some complexity in the extent and choice of actions required. Whilst tasks are normally within routines, methods and procedures, some discretion and judgement is required in the selection of equipment, work organisation, services, actions and achieving outcomes within time constraints. Solutions to complex problems generally can be found in documented precedents. There is scope for exercising initiative in the application of established work practices and procedures.

As the employee develops further competencies, more complex tasks covering a broader range may be undertaken. Work is likely to be without supervision with general guidance on progress and outcomes sought.

ADMINISTRATIVE EMPLOYEE

Grade 4

GRADE 1 (a)	GRADE 1 (b)	GRADE 2	GRADE 3	GRADE 4 Salary Point 4.0-5.2	GRADE 5	GRADE 6	GRADE 7	GRADE 8	GRADE 9	GRADE 10	GRADE 11
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MINIMUM QUALIFICATIONS/TRAINING:

8 appropriate modules of training, or equivalent, in addition to the requirements for entry into Administrative Employee Grade 3.

An employee with a relevant Certificate IV but without relevant work experience enters at Salary Point 4.0.

An employee, trained within Transmission & Supply on an Administrative Certificate traineeship (trade apprentice equivalent), shall have a minimum entry of Salary Point 4.0 (if appointed permanently after completion of their Traineeship); the employee will be given the opportunity to complete further training to Salary Point 5.1 within 2 years of appointment.

An employee, trained within another Industry on an Administrative Certificate traineeship (trade apprentice equivalent), shall have a minimum entry of Salary Point 4.0; the employee will be given the opportunity to complete further training to Salary Point 5.1 within 3 years of appointment.

An employee with a relevant Advanced Diploma but without relevant work experience may enter at Salary Point 5.0.
A para-professional employee, trained within a para-professional traineeship, shall have a minimum entry Salary Point of 5.2 (if appointed permanently after completion of the traineeship).

TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

Progression through this Grade from Salary Point 4.0 to Salary Point 5.2 will require the successful completion of 6 modules via an ATP.

- * Business correspondence preparation
- * Records and archival management
- * Client interaction
- * Negotiation skills
- * Complex office equipment
- * Working effectively with teams
- * Computerised accounts payable and receivable and general ledger
- * Spreadsheet operations
- * Database operations.
- * Desktop publishing
- * Integrated software packages
- * Computerised payroll
- * Advanced word processing
- * Warehousing and supply
- * Travel
- * Library organisation
- * Instructional skills

Selection of modules for progression within this Grade may also include other appropriate modules.

ADMINISTRATIVE EMPLOYEE

Grade 5

GRADE 1 (a)	GRADE 1 (b)	GRADE 2	GRADE 3	GRADE 4	GRADE 5 Salary Point 6.0-6.2	GRADE 6	GRADE 7	GRADE 8	GRADE 9	GRADE 10	GRADE 11
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ENTRY REQUIREMENTS:

Appointment to Grade 5 will be subject to availability of positions in the Enterprise, advertisement and open selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An employee at this level possesses competencies which enables the employee to: exercise discretion within the scope of this level and work under general supervision, either individually or in a team environment. The employee will understand and implement quality systems and exercise initiative in the application of established work procedures. The employee will perform supervisory functions within the scope of this level and assist subordinate staff with on-the-job training; commensurate with the employee's training, experience and responsibilities.

An employee at this level usually works under general direction within clear guidelines and established work practices and priorities, in functions which require the application of knowledge, skills and techniques appropriate to the work area. Competency at this level involves the application of knowledge with depth in some areas and a broad range of skills. There is a wide range of tasks and roles in a variety of contexts, with complexity in the range and choice of actions required.

The employee may supervise and train subordinate staff in the use of a range of office equipment, technologies and the application of relevant work practices. Areas of activity at this level may include customer relations, maintenance of office equipment maintaining a records management system, complex word processing, receipting of goods and services, accounting services, production copying and printing, computing applications (database, spreadsheet), human resource support, administer accounting schemes, project management software.

This Grade equates to a Hay evaluation within the range of 138-183 points.

MINIMUM QUALIFICATIONS/TRAINING:

6 appropriate modules of training, or equivalent, in addition to the requirements for entry to Administrative Employee Grade 4.

Note: The employee may be on an Approved Training Plan leading to the completion of a relevant Advanced Diploma.

ADMINISTRATIVE EMPLOYEE

Grade 5

GRADE 1 (a)	GRADE1 (b)	GRADE 2	GRADE 3	GRADE 4	GRADE 5 Salary Point 6.0-6.2	GRADE 6	GRADE 7	GRADE 8	GRADE 9	GRADE 10	GRADE 11
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TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

Progression through this Grade from Salary Point 6.0 to Salary Point 6.2 will require the successful completion of 3 modules via an ATP.

- * Compose complex business correspondence
- * Conduct meetings and workshops
- * Client interaction
- * Office supervision
- * Basic accounting reports
- * Computer graphics
- * Advanced desktop publishing
- * Electronic office procedures
- * Financial spreadsheets
- * Complex word processing
- * Advanced warehousing and supply
- * Library organisation
- * Coaching

Selection of modules for progression within this Grade may also include other appropriate modules.

ADMINISTRATIVE EMPLOYEE

Grade 6

GRADE 1 (a)	GRADE1 (b)	GRADE 2	GRADE 3	GRADE 4	GRADE 5	GRADE 6 Salary Point 7.0-8.2	GRADE 7	GRADE 8	GRADE 9	GRADE 10	GRADE 11
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ENTRY REQUIREMENTS:

Appointment to Grade 6 will be subject to availability of positions in Energy Queensland, advertisement and open selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An employee at this level possesses competencies which enables the employee to: provide guidance and assistance and undertake supervisory responsibilities as part of the function and assist in the provision of training, in conjunction with supervisors and trainers. The employee will work under limited supervision, exercise discretion within the scope of this level and understand and implement quality systems; commensurate with the employee's training, experience and responsibilities.

An employee is required to have a sound knowledge of program, activity, policy or service aspects of work performed within a functional element or a number of work areas. The work may cover a range of tasks associated with program, activity or service delivery to clients or other interested parties or administrative support to senior employees. This may include collecting and analysing data and information and preparing reports, publications, papers and submissions including findings and recommendations.

This Grade equates to a Hay evaluation within the range of 184-232 points.

MINIMUM QUALIFICATIONS/TRAINING:

3 appropriate modules of training, or equivalent, in addition to the requirements for entry to Administrative Employee Grade 5.

Note: The employee may be on an Approved Training Plan leading to the completion of a relevant Advanced Diploma.

TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

Progression through this Grade from Salary Point 7.0 to Salary Point 8.2 will require the successful completion of 6 modules via an ATP.

- * Advanced communication
- * Marketing techniques
- * Presentation techniques
- * Team leadership
- * Interpersonal leadership
- * Advanced negotiations
- * Management principles
- * Organisation and planning
- * Problem solving and decision making

Training will also include modules directly relevant to the individual's chosen career, eg. Human Resource Management, Financial Management, Information Management, Computing and Technology, Materials Management. etc. Selection of modules for progression within this Grade may also include other appropriate modules.

ADMINISTRATIVE EMPLOYEE

Grade 7

GRADE 1 (a)	GRADE1 (b)	GRADE 2	GRADE 3	GRADE 4	GRADE 5	GRADE 6	GRADE 7 Salary Point 9.0- 10.3	GRADE 8	GRADE 9	GRADE 10	GRADE 11
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ENTRY REQUIREMENTS:

Appointment to Grade 7 will be subject to availability of positions in Energy Queensland, advertisement and open selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An employee at this level possesses competencies which enables the employee to: undertake work in relation to established priorities and work practices and undertake activities of a technical/specialist or detailed nature. The employee has an overall knowledge and understanding of the operating principle of the systems and equipment on which the employee is required to carry out their tasks and assists in the preparation of procedural guidelines, the employee can research and prepare papers, reports, and draft complex correspondence and interpret and analyse information. The employee oversees and co-ordinates the work of subordinate staff and assists in the provision of training to employees in conjunction with supervisors/trainers; commensurate with the employee's training, experience and responsibilities.

An employee at this level is an advanced skilled autonomous worker with the knowledge, skills and capacity for self-directed application using a high degree of technical competence with substantial depth in some areas. The employee will also apply a range of administrative and other skills to tasks, roles and functions in both varied and highly specific contexts. Competencies are normally used independently and both routinely and non-routinely. Judgement is required in planning and selecting appropriate equipment, services, techniques and work organisation for self and others.

The employee will be expected to research and prepare papers, reports and other forms of complex correspondence, assist in the preparation of procedural guidelines, and interpret and analyse information relevant to the work in hand. The employee will oversee and co-ordinate the work of subordinate staff and possess overall knowledge of equipment and relevant work practices necessary to achieve their work goals. Assist in the provision of on-the-job Training of others. More complex tasks and further independence in decision making will be allocated as competency increases.

This Grade equates to a Hay evaluation within the range of 233-281 points.

MINIMUM QUALIFICATIONS/TRAINING:

6 modules of relevant training, or equivalent in addition to the requirements for entry to Administrative Employee Grade 6.

Note: The employee may be on an Approved Training Plan leading to the completion of an relevant Advanced Diploma.

TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

Progression through this Grade from Salary Point 9.0 to Salary Point 10.7 will require the successful completion of 15 modules via an ATP.

- * Project management
- * Quality assurance
- * Risk management
- * Effective management principles
- * Relevant legislation eg. Freedom Of Information; Anti-Discrimination
- * Business and strategic planning

Training will also include modules directly relevant to the individual's chosen career, e.g. Human Resource Management, Financial Management, Information Management, Computing and Technology, Materials Management. etc.

Selection of modules for progression within this Grade may also include other appropriate modules.

ADMINISTRATIVE EMPLOYEE

Grade 8

GRADE 1 (a)	GRADE 1 (b)	GRADE 2	GRADE 3	GRADE 4	GRADE 5	GRADE 6	GRADE 7	GRADE 8 Salary Point 11.0- 11.5	GRADE 9	GRADE 10	GRADE 11
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ENTRY REQUIREMENTS:

Appointment to Grade 8 will be subject to availability of positions in Energy Queensland, advertisement and open selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An employee at this level possesses competencies which enables the employee to: operate under limited direction in relation to priorities and prepare detailed reports and carry out investigations on complex equipment as directed or within the scope of discretion at this level. The employee can apply advanced knowledge and understanding of the principles of the range of systems and/or equipment on which the employee may be involved, and perform maintenance planning and predictive maintenance work for systems and equipment. The employee will prepare documentation for policy decision, complex correspondence and the like and set priorities and achieve objectives, monitor work flow and manage staff resources to meet objectives. The employee will assist in the provision of training to employees in conjunction with supervisors/trainers, commensurate with the employee's training, experience and responsibilities.

An employee at this level is a skilled autonomous worker able to make use of a high level of theoretical and applied knowledge. The employee will undertake a range of highly responsible duties which may include: planning/design functions, analysis/solving identified problems, implementing innovative work practices, evaluating feasibility of proposals, implementing plans, programming section/department works, making technically and economically sound decisions to required standards, negotiating with clients, suppliers, consultants and contractors, and supervision of contracted services.

An employee at this level will be expected to prepare detailed reports and complex correspondence, and carry out investigations as directed. They will prepare documents for policy decision, perform maintenance planning, monitor work flow and manage staff and other resources.

The employee will possess advanced knowledge of the principles of the range of systems and/or equipment necessary to achieve their work goals. Assist in the provision of on-the-job training of others.

This Grade equates to a Hay evaluation within the range of 282-331 points.

MINIMUM QUALIFICATIONS/TRAINING:

A relevant Advanced Diploma or equivalent standard of Industry specific training qualification supported by work- based competencies.

TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

Progression through this Grade from Salary Point 11.0 to Salary Point 11.5 will require the successful completion of 6 modules via an ATP.

- * Project management
- * Strategic planning
- * Group or team dynamics
- * Effective management principles
- * Integrated software applications

Training will also include modules directly relevant to the individual's chosen career, e.g. Human Resource Management, Financial Management, Information Management, Computing and Technology, Materials Management etc.

Selection of modules for progression within this Grade may also include other appropriate modules.

ADMINISTRATIVE EMPLOYEE

Grade 9

GRADE 1 (a)	GRADE1 (b)	GRADE 2	GRADE 3	GRADE 4	GRADE 5	GRADE 6	GRADE 7	GRADE 8	GRADE 9 Salary Point 12.0- 12.5	GRADE 10	GRADE 11
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ENTRY REQUIREMENTS:

Appointment to Grade 9 will be subject to availability of positions in Energy Queensland, advertisement and open selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An employee at this level possesses competencies which enables the employee to- perform work within broad guidelines and under general direction, accept responsibility for technical expertise, planning, administration or co-ordination work and have substantial accountability and responsibility for output. The employee will initiate investigations and produce technical reports and work independently as a specialist or in a team. The employee will provide specialist support in a range of programs, activities and control and co-ordinate the works program within budgetary constraints. The employee will set project priorities, plan and organise own work and that of subordinate staff and undertake a range of functions requiring application and development of knowledge and skills appropriate to departmental and/or enterprise goals; commensurate with the employee's training, experience and responsibilities.

An employee at this level is a skilled autonomous worker able to make use of a high level of theoretical and applied knowledge. The employee will significantly plan, develop and design functions and independently analyse and creatively solve problems relevant to their area of responsibility. The employee may therefore create and implement innovative work practices, evaluate proposals and implement plans, make technically and economically sound decisions, negotiate with a range of clients/suppliers, manage the supply of contracted services, manage technical and human resources, and manage and programme works to achieve set targets.

An employee at this level will be expected to initiate investigations, produce detailed technical reports and relevant complex correspondence. The employee will co-ordinate works within budgetary constraints and assist in the provision of training at the level required.

This Grade equates to a Hay evaluation within the range of 332-371 points.

MINIMUM QUALIFICATIONS/TRAINING:

6 appropriate modules of training, or equivalent, in addition to the requirements for entry to Administrative Employee Grade 8.

TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

Progression through this Grade from Salary Point 12.0 to Salary Point 12.5 will require the successful completion of 6 modules via an ATP.

- * Training administration
- * Quality management systems
- * Financial management
- * Strategic marketing
- * Advanced selection techniques
- * Microcomputer systems applications and administration
- * Public relations
- * Operations management
- * Applied decision making

Training will also include modules directly relevant to the individual's chosen career, eg. Human Resource Management, Financial Management, information Management, Computing and Technology, Materials Management etc.

Selection of modules for progression within this Grade may also include other appropriate modules.

ADMINISTRATIVE EMPLOYEE

Grade 10

GRADE 1 (a)	GRADE1 (b)	GRADE 2	GRADE 3	GRADE 4	GRADE 5	GRADE 6	GRADE 7	GRADE 8	GRADE 9	GRADE 10 Salary Point 13.0- 13.3	GRADE 11
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ENTRY REQUIREMENTS:

Appointment to Grade 10 will be subject to availability of positions in Energy Queensland, advertisement and open selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An employee at this level possesses competencies which enables the employee to: accept a high degree of responsibility for technical expertise, planning, administration or co-ordination of work and have significant accountability and responsibility for output. The employee will undertake high level creative planning, design or management functions and use a high level of theoretical, cognitive and applied knowledge. The employee will exercise limited managerial responsibility for a work area and work independently as a specialist and/or a senior member of a project team. The employee will display a high level of interpersonal skills in the performance of the function and develop and implement significant works programs; commensurate with the employee's training, experience and responsibilities.

An employee at this level will exercise advanced theoretical, cognitive and applied knowledge. They will display advanced interpersonal skills and develop and implement significant works programs. They will be responsible for technical expertise, planning, administration or co-ordination of work of a highly advanced technical and/or administrative nature.

An employee at this level is a skilled autonomous worker able to make use of advanced knowledge and understanding across a range of areas. They will have significant accountability and responsibility for the output of others. They will also develop and implement procedures and processes to obtain required performance and output and formulate policy for approval. Work at this level requires acknowledge of operations and the ability to interpret legislation, regulations and other guideline material relating to the operations and functions of the work area.

This Grade equates to a Hay evaluation within the range of 372-420 points.

MINIMUM QUALIFICATIONS/TRAINING:

6 appropriate modules of training, or equivalent, in addition to the requirements for entry to Administrative Employee Grade 9.

TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

Progression through this Grade from Salary Point 13.0 to Salary Point 13.3 will require the successful completion of 4 modules via an ATP.

- * Performance evaluation and. work review
- * Quality management systems
- * Financial management
- * Statistical analysis
- * Business management
- * Creative leadership and coaching
- * Professional practice management
- * Commercialisation practices

Training will also include modules directly relevant to the individual's chosen career, e.g. Human Resource Management, Financial Management, Information Management, Computing and Technology, Materials Management. etc.

Selection of modules for progression within this Grade may also include other appropriate modules.

ADMINISTRATIVE EMPLOYEE

Grade 11

GRADE 1 (a)	GRADE1 (b)	GRADE 2	GRADE 3	GRADE 4	GRADE 5	GRADE 6	GRADE 7	GRADE 8	GRADE 9	GRADE 10	GRADE 11 Salary Point 14.0- 14.3
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ENTRY REQUIREMENTS:

Appointment to Grade 11 will be subject to availability of positions in Energy Queensland, advertisement and open selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An employee at this level possesses competencies which enables the employee to: be responsible as a technical expert or senior administrator and be accountable and responsible for output. The employee will establish and review guidelines and devise new approaches to design, operation, development or investigation, develop and implement significant work programs and exercise initiative in the production and application of Standards and Procedures. The employee will provide a high level of creative planning, design and associated managerial functions and display interpersonal skills in the performance of functions at the level required; commensurate with the employee's training, experience and responsibilities.

An employee at this level will establish and review guidelines and new approaches to design, operation, development or investigation functions. They will display advanced interpersonal skills and develop and implement significant works programs. The employee will exercise initiative in the production and application of standards and procedures and in the formulation of policy for approval.

An employee at this level is a highly skilled worker able to make autonomous use of advanced knowledge and understanding to exercise significant managerial ability and be able to interpret and apply legislation, regulations, standards and other relevant guideline material. Work is likely to be in accordance with a broad plan, budget or strategy. Responsibility and broad ranging accountability for the structure, management and output of the work of others and/or functions may be involved. Employees at this level may manage the operation of an organisation element, undertake a management function or provide administrative or technical support to a particular program, activity or service encompassing a major area of operations.

Employees may have independence of action including the use and allocation of resources within known constraints.

This Grade equates to a Hay evaluation of 421 points and above.

MINIMUM QUALIFICATIONS/TRAINING:

4 appropriate modules of training, or equivalent, in addition to the requirements for entry to Administrative Employee Grade 10.

TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

Progression through this Grade from Salary Point 14.0 to Salary Point 14.3 will require the successful completion of 4 modules via an ATP.

- * Asset management
- * Industrial relations policy
- * Facilitative processes
- * Community education and communication processes
- * Creative leadership management
- * Research development and management

Training will also include modules directly relevant to the individual's chosen career, eg. Human Resource Management, Financial Management, Information Management, Computing and Technology, Materials Management etc.

Selection of modules for progression within this Grade may also include appropriate modules not yet achieved from previous Grades.

SCHEDULE 11 PROFESSIONAL & MANAGERIAL STREAM CAREER PATH

INTRODUCTION TO THE PROFESSIONAL/MANAGERIAL STREAM

CAREER PATH FRAMEWORK

This Energy Queensland Professional Managerial Stream Career Path is based on the Transmission and Supply Professional Managerial Stream Career Framework dated 10 October 1994 which has been endorsed by Industry Management and Unions.

Award Restructuring aimed to provide a more skilled and productive workforce and create further career opportunities for employees in the Queensland Electricity Supply Industry (QESI). Under Award Restructuring, QESI Transmission and Supply employees are classified under one of three streams:

- * Administrative -- clerical and administrative
- * Technical -- power workers and technical employees
- * Managerial & Professional -- degree qualification or equivalent

In 1993 the Industry Award at that time required that prior to translation, each enterprise in the QESI develop Career Paths for each nominated stream to outline how the Classification Structure for the stream would be implemented. To ensure a co-co-ordinated approach within Transmission & Supply with equitable pay outcomes, an Industry Transmission & Supply Career Path Administrative Committee was established to facilitate development and implementation of Enterprise Career Paths. This committee, comprising management and union nominees developed a Professional/Managerial Stream Career Path Framework for Transmission & Supply.

This Career Path document was written to generally encompass most employees likely to be covered by the Professional/Managerial Stream, and this is included in the attached document.

In developing the Career Path, Joint Workplace Consultative Committees (JWCCs) in each Enterprise were asked to use the Industry Professional/Managerial Stream Framework as the foundation of Enterprise Career Paths. It was expected that Enterprises would add specific requirements to the Framework to suit local conditions whilst not departing from the spirit of the document. This would ensure that equitable pay outcomes exist across Enterprises for jobs of equivalent value. Finalised Enterprise Career Paths required agreement at the Enterprise level and then submission to the Combined Restructuring Committee prior to registration with the Queensland Industrial Relations Commission as a Schedule to the Award.

Career Paths identify the range of opportunities for skills development and opportunities to access higher rates of pay. Benefits from Award Restructuring largely depend on the process delivering job re-design outcomes which result in more effective and efficient - workforce utilisation. Job redesign is facilitated through a more flexible classification process.

Positions described within the Professional/Managerial Stream shall require a degree qualification or equivalent (other qualifications including demonstrated management competencies may be accepted by the employer), in a relevant field and may require registration by a Professional Body or Government Authority. Membership or eligibility for membership of a Professional Association which accredits qualifications for the professional may also be required. Professional/Managerial employees will be required to provide professional advice, services and support in specialist fields of competence, and/or undertake management or supervision of part of the organisation.

This Stream encompasses work of increasing complexity with tasks becoming increasingly broad and diverse, more difficult to define and requiring greater initiative as the professional develops. Increasing classification level would be expected to correlate with increasing professional maturity, competence, independence, accountability and increasing impact on the organisation.

In the Professional/Managerial Stream, only one Career Path was developed, which encompassed employees engaged in broad disciplines including Accounting, Architecture, Chemistry, Economics, Engineering, Human Resource Management, Information Technology, Journalism, Law, Management, Marketing, Metallurgy, Nursing, Psychology, Science, Surveying, Valuing.

Salary Progression will depend on the attainment and use of additional knowledge and skills and/or demonstration of enhanced competence and the achievement of agreed performance outcomes. Appendix One outlines the way salary progression is achieved in this Stream. Salary progression within Grades 1 & 2 will occur when the number of modules of training or equivalent successfully completed is equal to the number required to progress a Salary Step as outlined in Appendix One, Salary progression within Grades 3 & 4 shall be determined on the basis of the demonstration of enhanced competence through the achievement of agreed performance outcomes within the scope offered by the position requirements. This principle of salary progression embodies the concept that professionals make increasing work value contributions by nature of skills and knowledge acquisition and application. The attainment of additional knowledge and skills/competencies may occur through training courses conducted by internal or external providers. Alternatively, this may occur via specific projects, research studies or similar structured training activities where completion demonstrates the acquisition of additional competencies required in the performance of the job are required to meet job demands.

An Enterprise Career Path must also support the important objectives of maintaining pay equity in terms of work value and ensuring equal employment opportunities. Grade descriptions and boundaries should provide parameters for pay progression through skills acquisition to preserve pay equity with relative work value. These boundaries should also ensure an appropriate balance between broad-banding classifications and providing opportunities for selection on merit to higher classified positions from as wide a field of candidates as practical.

Where agreement cannot be reached on an issue, the Dispute Resolution Process is available to be used.

ALTERATIONS TO CAREER PATHS

Where job redesign identifies the need for additional grades in a career path or when other changes are required to update a career path document, the relevant career path will be amended by agreement between the Industrial Parties.

STEPS TO TRANSLATION & PROGRESSION

A. Translation in 1995

When employees translated to the then new Award (Electricity, Generation, Transmission & Supply Award State) in 1995 the following process was used in this regard:

In order to translate to the new Award, employees will need to be covered by an Agreed Career Path Document. However, employees who have an expectation of normal progression to higher salaries under the then current Award will have the choice of translating to the new Award or remaining with the then current Award until those expectations are realized. For employees who will be translating, or choose to translate, the following steps to salary translation will occur:

1. Determine appropriate Career Stream and Career Path: The Job Profile, as agreed between employer and employee, provides a description of the responsibilities and duties of a position and the knowledge, skills and abilities required/used by an individual to competently perform the job. The Job Profile can be compared with Enterprise Career Path information to determine the most appropriate Stream for the position. The Professional/Managerial Stream draft document proposes one Career Path covering all functional Professional and Managerial job groups.

2. Translate to equivalent or next highest Salary Point on the new Award: The rates in the salary scale incorporate pre-existing salary components which individuals may now be receiving. These components will be an award salary level and Industry Payment. To ensure employees receiving Degree Allowance prior to translation are not disadvantaged, this Allowance will be taken into account when translation occurs.

3. Check position is in the correct Grade: It may be necessary to evaluate whether the position has directly translated into the correct grade/level within the Career Path and adjust where appropriate. This step may take either or both of the following forms:

- i. the Job Profile for the position will be compared against the Grade descriptors for the appropriate Career Path and matched to accurately place the position.
- ii. a job evaluation methodology may be used where jobs are more difficult to define. This may occur where it becomes harder to rely on generic descriptions and/or competencies (where available) to size the value of a job and a supplementary method such as a points method is more reliable. Points methods, however, shall not be used to define job value or salary points within a grade.

- iii. Following translation/implementation of the relevant Energy Queensland career path, employees shall have a 3 month period during which they may make application for Job re-evaluation to determine the appropriateness of their translated grade compared to the Career Path Grade Descriptors.

Applications, on the appropriate form, shall be submitted via the employees supervisor, who shall normally within 2 weeks, of receipt of the form, agree or reject the application and notify the employee accordingly.

All the agreed applications will then be evaluated and all successful applications will have as their operative date for any salary increase, the date of their application.

If the supervisor rejects the application, unduly delays consideration of the application or the evaluation is unsuccessful the employee may have recourse to the Award grievance procedures.

After the conclusion of the 3 month period normal Energy Queensland arrangements in relation to position evaluation/grading will apply.

B. Recognition of Prior Learning procedure and Progression Arrangements

In addition to the translation of employees, the following Recognition of Prior Learning procedure and Progression arrangements will continue to have application as part of the ongoing Award Restructuring arrangements.

Recognition of Prior Learning procedure: RPL is a process for recognising current skills and knowledge, which may have been acquired through formal or informal training (in industry and/or education), work experience and/or life experience, and which can be assessed against established and formalised learning outcomes. RPL shall only be granted for progression purposes in cases where the skills and knowledge claimed are required by the employer and required by the individual to perform the duties and responsibilities of their job.

The Job Profile for each position outlines the specific tasks and responsibilities of a job and therefore the skills and knowledge required of an individual competently performing the job within the more generic Career Path grade description. The RPL exercise will establish the most appropriate Salary Point within the Grade on the basis of the individual's skills and knowledge in direct comparison with the job requirements outlined in the Job Profile.

Progression: Any salary progression beyond translation will require one of the following:

- gaining new skills in accordance with an Approved Training Plan
- within Grades 3 & 4 only, demonstration of enhanced competence through the achievement of agreed performance outcomes within the scope offered by job requirements
- reclassification to a higher grade
- appointment to an advertised position with a higher Agreement classification
- Recognition of Prior Learning on the basis of the demonstration of skills acquired and required to be used within the grade.

Training Outcomes

Not all training will qualify for pay progression purposes. Subject to the provisions of the Backfilling (Training) Agreement, the following range of training types is envisaged:

1. Training for future performance (Career Development): Employees may undertake training for their personal development, and to better position themselves for future career opportunities. For example, an employee working as a professional in a specialist field may study for a Master of Business Administration and ultimately move into a position as a Department Head. Such voluntary training may receive support for instance in the form of study assistance, subject to management approval, and this training may not result in immediate pay progression.
2. Training to maintain current competencies: Employees may be required to undertake training to keep their skill levels current with technology and work practices; eg. updated software releases. This training may not result in pay progression.
3. Training to meet requirements of current pay level: Where an employee could reasonably be expected to undertake specific tasks as part of the job/salary point and is unable to do so, training may be necessary to bring the employee's skill levels up to the standard normally required of the position/salary

point and thus training may not result in pay progression. Where an employee has progressed to the maximum Salary Point of the Career Path grade and requires further training which is not associated with changes to job design sufficient to warrant reclassification of the job to a higher grade, training may not result in pay progression.

4. Training to extend competency to meet expanded job requirements: Where job redesign has occurred in accordance with Enterprise Career Paths and Job Profile requirements, Approved Training Plans may be developed to provide training leading to new/advanced competencies and subsequent pay progression.

Approved Training Plan Guidelines

An approved training plan shall be available to each employee who is in a classification where further progression is available through skills development. The mutual needs of the Industry and its employees will be considered in respect to the development of Approved Training Plans in order to provide the skills and competencies to meet work requirements.

An Approved Training Plan (ATP) will be available for any employee in a job where the development of additional skills and knowledge is required. Such plans will identify progression arrangements, the training to be completed, the agreed nominal time for undertaking and completing the training and any provisions or arrangements for training time or leave for training purposes. Approved Training Plans will be developed and agreed by the employee and the person nominated by management as the employee's "Supervisor" for this purpose.

The Career Path Framework is based on the following guidelines:

1. Approved Training Plans enable progression within the limits imposed by the Agreement Classification and the Career Path grade of the job.
2. If a job changes over time to the extent that its total value/size warrants re-assessment, then work evaluation methods would be required to determine whether reclassification of the job to a higher grade was warranted.
3. Training included in Approved Training Plans should result in redesign of the job/work performed.
4. All Professional/Managerial Employees in Grades 1 and 2 shall be provided with the opportunity to participate in a Progress Review with their supervisor on at least an annual basis. This should include an appropriate Approved Training Plan where opportunity exists for the application of additional competencies.
5. Where a professional employee who has attained the maximum pay point within Grade 1 undertakes expanded duties which provide benefits from highly extended competencies, the job profile for that position shall be reviewed and the position re-evaluated. Where the position is re-evaluated as a Grade 2 position, the incumbent shall be moved into Grade 2 and become eligible for an Approved Training Plan to allow progression within Grade 2 upon demonstration of such highly developed competencies.
6. Professional employees in Grades 3 and 4 may be provided with ATP's where the development of additional skills and knowledge is required to achieve enhanced competence.

Performance Agreement

A Performance Agreement and/or ATP should be available to Professional/Managerial Employees in Grades 3 and 4 where benefits can be obtained through the acquisition and demonstration of enhanced competencies. The Performance Agreement shall specify the results to be achieved over the period of the agreement and if appropriate the competency areas to be enhanced over this period. Indicators of achievement should be agreed in advance between the parties and progress towards achievement shall be monitored at regular intervals. The following guidelines shall apply:

1. Professional/Managerial Employees in Grades 3 and 4 should be provided with the opportunity to participate in a Progress Review with their supervisor on at least an annual basis. This should include a mutually agreed Performance Agreement which may provide the opportunity for acquisition and demonstration of enhanced competency for the purpose of salary progression.
2. Performance Agreements enable progression within the limits imposed by the Agreement Classification and the Career Path grade of the job.

3. If a job changes over time to the extent that its total value/size warrants re-assessment then work evaluation methods would be required to determine whether reclassification of the job to a higher grade was warranted.
4. An alternative to a Performance Agreement as a basis for salary progression, in particular cases within Grades 3 and 4 may be the completion of an Approved Training Plan. One training module or equivalent shall be required for each progression step.
5. The progress review will include discussion and planning of mutually agreed training. This training shall include relevant learning opportunities to facilitate the gaining of enhanced competencies for the achievement of agreed performance.

Training Modules

1. Where appropriate, modular learning outcomes should meet national accreditation standards.
2. Other training may be made available to employees to enhance future career prospects and/or maintain competence and registration.

EXPLANATION OF DOCUMENT FORMAT

CAREER PATH TITLE

Career Path Grade

GRADE 1	GRADE 2	GRADE 3	GRADE 4
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ENTRY REQUIREMENTS:

An explanation of how entry into a Grade is achieved.

MAIN FUNCTIONS/BROAD COMPETENCIES:

Statements in *italics* are extracts from the relevant section of the Agreement.

Other statements outline the typical tasks and responsibilities an employee in this Grade may be required to undertake. This list is not exhaustive, and the employee may be expected to undertake other tasks in line with the employee's training, experience and responsibilities.

Hay Points evaluation boundaries determine the Grade only of a job, not the Salary Point within the Grade.

MINIMUM QUALIFICATIONS/TRAINING:

This describes the minimum certification/qualifications and modules of structured training, or equivalent that would be required for entry into this Grade.

Where an individual is appointed to a Grade and is deemed able to accept the responsibilities of the Grade, the individual would normally be deemed to have the modules required for entry to the Grade. Where an existing position is re-evaluated, the incumbent would be deemed to have the modules required for entry to the grade for pay purposes only.

TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

This is a non-exhaustive list of the types of training courses from which an employee and their supervisor might select, in developing an Approved Training Plan for progression within this Grade. Selection of modules will be made where the addition and development of a skill will be applied in the job and will lead to changes in tasks performed. Module equivalent values have not been identified for all courses. A training course might also be selected from the Typical Training Menu for a lower Grade, or from another source identified as required for enhanced job performance.

or

TYPICAL AREAS WHERE ENHANCED COMPETENCE MAY BE DEMONSTRATED:

Within Grades 3 & 4, Salary Progression should be determined on the basis of the demonstration of enhanced competence through the achievement of agreed performance outcomes. This will be managed through a formal process of performance and development review, and the application of Performance Agreements and/or Approved Training Plans where appropriate.

APPENDIX 1

SALARY PROGRESSION FOR PROFESSIONAL / MANAGERIAL EMPLOYEES

Professional / Managerial Grade / Step	Agreement Salary Point	Progression Arrangements
		<p>For all Grades within Professional/Managerial Career Path, Hay Points evaluation boundaries determine the Grade only of a job, not the Salary Point within the Grade.</p> <p>All employees in the Professional/Managerial Stream should participate in an Individual Progress Review on at least an annual basis at which time an Approved Training Plan or Performance Agreement will be considered as a basis for progression.</p>
Grade 4 4.6	16.5	<p>Progression within each of Grades 3 & 4 will be determined on the basis of the demonstration of enhanced competence through the achievement of agreed performance outcomes within the scope offered by the position requirements. This will be managed through a formal process of performance and development review, and relevant learning opportunities, and the application of approved Training Plans where appropriate.</p>
4.5	16.4	
4.4	16.3	
4.3	16.2	
4.2	16.1	
4.1	16.0	
Grade 3 3.6	15.5	
3.5	15.4	
3.4	15.3	
3.3	15.2	
3.2	15.1	
3.1	15.0	
Grade 2 2.8	14.3	<p>Progression within Grade 2 where available with an Approved Training Plan shall be based on completion of one training module or equivalent for each progression step.</p>
2.7	14.2	
2.6	14.1	
2.5	14.0	
2.4	13.3	
2.3	13.2	
2.2	13.1	
2.1	13.0	
Grade 1 1.7	12.5	<p>Modules of training or equivalent to be completed before progression to next Step within Grade 1 as follows:</p> <ul style="list-style-type: none"> * 4 Modules to move from 1.1 to 1.2 * 6 Modules for each Step from 1.2 to 1.6 * 5 Modules for move from 1.6 to 1.7 <p>For a Professional/Managerial Employee within Grade 1 who is in a training & development mode, the individual will be given the opportunity for at least annually Approved Training Plans.</p>
1.6	12.0	
1.5	11.0	
1.4	10.2	
1.3	9.3	
1.2	8.0 4yr entry	
1.1	6.2 3yr entry	

For a Professional/Managerial Employee, the attainment and use of competencies may occur through a range of structured activities, such as:

- * Continuing professional education, including training courses conducted by internal or external providers, professional development seminars, etc.
- * Specific projects and research studies which expand an individual's knowledge and skills
- * Gaining additional competence via the application of theoretical knowledge and constructs in the work environment, and through on-the-job coaching.

For an employee gaining post-graduate experience in a professional role in Grade 1, it is accepted that substantial gains in competency occur through the learning associated with applying, in the work role, the theoretical skills and knowledge acquired through academic study; e.g. it may be expected that approximately 50 per cent of competency acquisition during Grade 1 would occur through work application in an environment where coaching and monitoring is available.

SKILLS DEVELOPMENT OPPORTUNITIES

PROFESSIONAL & MANAGERIAL

<u>STREAM / AGREEMENT LEVEL</u>	<u>CAREER PATH/ GRADE</u>	<u>DESCRIPTION</u>
LEVEL 4	PROFESSIONAL & MANAGERIAL EMPLOYEE GRADE 4 Salary Point 16.0-16.5	Principal Expert and/or Senior Manager
LEVEL 3	PROFESSIONAL & MANAGERIAL EMPLOYEE GRADE 3 Salary Point 15.0-15.5	Expert Professional or Manager
LEVEL 2	PROFESSIONAL & MANAGERIAL EMPLOYEE GRADE 2 Salary Point 13.0-14.3	Independent fully functional professional/managerial employee
LEVEL 1	PROFESSIONAL & MANAGERIAL EMPLOYEE GRADE 1 Salary Point 6.2-12.5	Development phase for professional/managerial employee

PROFESSIONAL & MANAGERIAL EMPLOYEE

GRADE 1

GRADE 1 Salary Point 6.2-12.5	GRADE 2	GRADE 3	GRADE 4
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ENTRY REQUIREMENTS:

Appointment will be subject to availability of positions in Energy Queensland, advertisement and open selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An employee at this level: operates under appropriate supervision and performs normal professional work and exercises individual judgements and initiative in the application of principles and methods applicable to the profession concerned. The employee assists more senior professionals and has work reviewed by a competent professional officer for validity, adequacy, methods and procedures. The employee assigns and checks work of support staff and others assigned to work on common projects. Work can be expected to receive less rigorous review as the employee progresses. The employee exercises initiative in the application of professional practices either as a member (in some situations as leader) or a specialist professional in multi-disciplinary teams, or independently.

An employee at this level requires competency in a technical, scientific or specialised field based on an understanding and application of concepts and principles normally associated with a professional or academic qualification. An employee will be specifically assigned to complete complex tasks and combinations of duties, with an understanding of how the work undertaken relates to work of others in the same or related functions. An employee at this level will use interpersonal skills to interact with fellow workers, supervisors, etc.

Thinking at this level is within substantially diversified, established organisational procedures and standards and general supervision. Because of changing priorities or differing situations encountered in the work environment, the employee has latitude to consider which among diversified procedures should be followed in what sequence to achieve required job results. Decisions may be made rather rapidly based on prior knowledge or expertise.

The employee may apply standard practices and procedures of work under general work instructions or be supervised on progress and results. Responsibilities contain a variety of tasks and duties, and the employee clearly understands what results are expected by the supervisor. The employee may set their own work priorities. Practices and procedures have clear precedents or are covered by defined policies, managerial control or review of results.

As the employee develops further competencies, more complex tasks would be allocated with more independence in decision- making. The employee may perform complex tasks without supervision or engage in some supervision of the work of others. Tasks involve independent use of a high degree of technical or applied theoretical knowledge and undertake limited creative, planning, design or supervisory functions. The employee may be required to develop innovative work practices, evaluate feasibility of proposals and implement plans. The employee will be able to undertake significant planning, development and design functions and provide independent analysis and creative solutions to problems identified by the employee through their skills and knowledge.

A professional employee is expected to maintain professional ethics, both generally accepted ethical behaviour for all professionals and the specific ethical requirements of the profession(s) to which the employee belongs.

This Grade equates to a Hay evaluation up to 371 points.

PROFESSIONAL & MANAGERIAL EMPLOYEE

GRADE 1

GRADE 1 Salary Point 6.2-12.5	GRADE 2	GRADE 3	GRADE 4
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MINIMUM QUALIFICATIONS/TRAINING:

- * 3 year Degree or equivalent qualification, relevant to the specialist field of the position.
- * Entry for 3 year Degree minimum Salary Point 6.2.
- * Entry for 4 year Degree minimum Salary Point 8.0.
- * Performance of the work may require registration by a Professional Body and/or membership or eligibility for membership of a Professional Association.
- * For nominated managerial positions, other qualifications and/or demonstrated management competencies satisfactory to the employer.

TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

- | | |
|--|---|
| * Team Leadership | * Time Organisations |
| * Advanced Report Writing | * Computer Software Applications |
| * Contract Supervision | * Power Systems Analysis |
| * Risk Management | * Statistics for Professionals |
| * Fault Management | * Protection and Meeting |
| * Power System Earthing | * Electromagnetic Transients |
| * Multiple Regression Analysis | * Circuit Breakers and Switching |
| * Supply Quality | * Computer Technology |
| * Easement Surveys | * Geographic Information Systems & Applications |
| * Property Negotiation | * Acquisition and Disposal of Property |
| * Hazardous Material Management | * Industrial Negotiation |
| * Enterprise Accounting Policies/ Procedures | * Project Management |
| * EEO Policy and Practices | * Investigating Discrimination in the Workplace |
| * Occupational Testing | * Benchmarking & Best Practices |
| * Information Technology | * Interpersonal Problem Solving |
| * Interpersonal Conflict Resolution | * Quality Management Principles |
| * Capital Evaluation Decision Making | |

The attainment of learning outcomes may be demonstrated through training courses or alternatively, via specific projects, research studies or similar structured training activities. In this development phase for a professional, it would be expected that some priority would be given to developing the ability to apply professional knowledge and skills within the work environment.

PROFESSIONAL & MANAGERIAL EMPLOYEE

GRADE 2

GRADE 1	GRADE 2 Salary Point 13.0-14.3	GRADE 3	GRADE 4
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ENTRY REQUIREMENTS:

Appointment will be subject to availability of positions in Energy Queensland, advertisement and open selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An employee at this level: performs work requiring the application of mature professional skills and knowledge and makes recommendations that are technically and commercially accurate and feasible. The employee deals with problems for which it is necessary to modify established guidelines and devise new approaches or apply new professional skills or techniques. The employee makes decisions on matters assigned including the establishment of professional work standards and procedures, and consults, recommends and advises in specialist areas. The employee outlines and assigns work, reviews it for technical accuracy and adequacy, and manages the work of others. The employee exercises initiative in the application of professional practices whether as a member (in some situations as leader) or a specialist professional in multi-disciplinary teams, or independently.

An employee at this level is a competent professional who undertakes tasks requiring proficiency in a technical, scientific or specialised field based on concepts and principles, with wide exposure to complex practices and precedents. The employee is a seasoned professional whose basic professional skills and knowledge has been acquired through undertaking specialised tasks and a range of work roles. The employee may be required to utilise management processes to advise functional managers, influence behaviour or change opinion in support of a proposal. If the employee is a supervisor, the focus will be on assignment of work, scheduling work, monitoring work as it is being done, and reviewing results for timeliness, quality and cost effectiveness.

Problem solving at this level gives the employee latitude to consider whether new procedures may have to be developed, consistent with current policies, or existing principles, in order to achieve required end results. The problem to be solved may be stated, but the processes to be used are largely determined by the employee's own judgement. When confronted with situations which require judgement or decisions, the employee is able to access appropriate information and processes to determine methods to achieve a solution.

An employee at this level functions with considerable independence, and will determine their own priorities. This may require deviating from or modifying established procedures and practices as long as the end results meet standards of acceptability for quality and timeliness. Supervision is usually indirect and review of work results usually occurs after the fact. The employee may be accountable for rendering significant advice and counsel to management in addition to information and analysis. As a professional, the employee is accountable for the quality of the advice or the directions the employee gives others or implements themselves.

The employee at this level has a highly developed capacity to make autonomous use of a high level of theoretical and applied knowledge. The employee 'may undertake significant high level creative planning, design or management functions and may have substantial accountability and responsibility for the output of others.

This Grade equates to a Hay evaluation within the range of 372 - 483 points.

MINIMUM QUALIFICATIONS/TRAINING:

- * 3 year Degree or equivalent qualification, plus 34 modules of relevant training or equivalent, or
- * 4 year Degree or equivalent qualification, plus 30 modules of relevant training or equivalent, or
- * Other qualifications as per Grade 1, plus 34 modules of relevant training or equivalent.

Note: Where an individual is appointed to a Grade and is deemed able to accept the responsibilities of the Grade, the individual would normally be deemed to have the modules required for entry to the Grade.

PROFESSIONAL & MANAGERIAL EMPLOYEE

GRADE 2

GRADE 1	GRADE 2 Salary Point 13.0-14.3	GRADE 3	GRADE 4
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TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

- * Selection Skills
- * Advanced Selection Skills
- * Negotiation Skills
- * Interpersonal Leadership Skills
- * Managing Quality Improvement
- * Mains Transmission System Planning
- * Transmission & Supply Environmental Impact Studies
- * Accounting Standards & Practices
- * Asset Management
- * Information Technology Project Management
- * Information Technology Specialised Support
- * Industrial Advocacy
- * Financial Management Practice Manual
- * Return On Investment Analysis
- * Managing People At Work
- * Organisational Behaviour
- * Managerial Work
- * Introduction to Strategic Management

The attainment of learning outcomes may be demonstrated through training courses or alternatively, via specific projects, research studies or similar structured training activities. As an independent, fully functional professional, it would be expected that some priority would be given to expanding the professional's ability to operate with latitude and independence in dealing with complex professional issues.

PROFESSIONAL & MANAGERIAL EMPLOYEE

GRADE 3

GRADE 1	GRADE 2	GRADE 3 Salary Point 15.0-15.5	GRADE 4
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ENTRY REQUIREMENTS:

Appointment will be subject to availability of positions in Energy Queensland, advertisement and open selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An employee at this level: may be a technical expert or manage a unit of the organisation. In practice most positions at this level will contain both these elements. The employee may be a team leader having broad understanding spanning more than one professional field of work, or be a recognised authority within a particular specialised field of expertise, or both. The employee participates in short or long range planning and translates the more general objectives and strategies of higher management into specific targets and strategies for the unit. The employee takes initiatives, makes independent decisions and formulates policies and procedures within this overall framework to obtain the best performance and results from the organisational unit for which the officer is accountable. The employee gives expert technical advice to management and other units and takes responsibility for development and provision of systems, facilities and functions. The employee manages groups and work programs and directs or advises on the use of resources. The employee makes decisions not usually subject to technical review; decides courses of action necessary to expedite the successful accomplishment of assigned projects; and makes recommendations of significant impact on the organisation. The employee has work assigned only in terms of broad objectives. Performance is reviewed for policy, soundness of judgement, results and general effectiveness.

An employee at this level may oversee the work of professionals whose work activities do not require day to day supervision, including assignment scheduling and monitoring and is required to focus on longer term matters, such as operational plans, budgets and other resource needs. The employee will be required to have a well developed understanding of human behaviour and those factors which influence or cause behavioural change. Jobs which require significant negotiating skills are often found at this level.

Thinking at this level will be within broad policies and objectives under limited direction. Specific objectives establish what general objectives must be accomplished within the framework of the organisation's operating policies. The employee may establish the plan, determine the priorities and prescribe the processes needed to achieve objectives. The employee is accountable for broad practice and procedure covered by functional precedents and policies or achievement of circumscribed operational activity or managerial direction. The employee may undertake complex and major high level creative planning, design or managerial functions.

This Grade equates to a Hay evaluation within the range of 484 - 617 points.

MINIMUM QUALIFICATIONS/TRAINING:

In addition to the requirements of Grade 2 entry, 8 modules of relevant training or equivalent.

Note: Where an individual is appointed to a Grade and is deemed able to accept the responsibilities of the Grade, the individual would normally be deemed to have the modules required for entry to the Grade.

PROFESSIONAL & MANAGERIAL EMPLOYEE

GRADE 3

GRADE 1	GRADE 2	GRADE 3 Salary Point 15.0-15.5	GRADE 4
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TYPICAL AREAS WHERE ENHANCED COMPETENCE MAY BE DEMONSTRATED:

- * Leadership
- * Persuasion
- * Judgement
- * Team building
- * Networking
- * Analysis
- * Organisation awareness
- * Creativity
- * Decisiveness
- * Delegation
- * Planning and organising
- * Productivity
- * Empowering
- * Quality assurance
- * Innovation
- * Flexibility
- * Innovation
- * Commercial Negotiation
- * Budget Management
- * Resource Allocation
- * Managing Performance
- * Financial Management
- * Marketing Management
- * Operations Management

PROFESSIONAL & MANAGERIAL EMPLOYEE

GRADE 4

GRADE 1	GRADE 2	GRADE 3	GRADE 4 Salary Point 16.0-16.5
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ENTRY REQUIREMENTS:

Appointment will be subject to availability of positions in Energy Queensland, advertisement and open 'selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An employee at this level: accepts responsibility for professional work, demanding a high level of expertise, independence, originality, ingenuity and mature judgement. The employee manages a unit of the organisation and exhibits a high level of competence in managing people and work and performs work which is of primary importance to the organisation and which will have a substantial effect on the results obtained by the employing organisation. The employee contributes to the organisation's short and long range planning process and to the formulation of the organisation's objectives, strategies and policies. The employee translates broader corporate objectives, strategies and policies into specific objectives, strategies and policies realisable by the organisation unit. The employee manages large work groups; or manages a multi-discipline group engaged in interrelated work; or may be an expert leading a team of related professionals; or may be a recognised expert in a specialist field of crucial importance. The employee takes overall responsibility for the provision and control of systems, resources, facilities, functions and major investigations and ensures that the organisation obtains maximum benefit from the application of professional expertise. The employee gives expert technical advice and acts as organisation spokesperson in a particular field of expertise and has work assigned only in terms of broad objectives. Performance is reviewed for policy, soundness of judgement, results and general effectiveness in pursuit of corporate and major organisational objectives.

An employee at this level manages functions or sub-functions through subordinate supervisors. The employee provides for the integration of activities which have a common function, purpose or objective, and assures external co-ordination with other functional areas. At this level, the employee would be a manager of a functional area or very senior individual contributor. The employee is given the degree of independence needed to achieve operating objectives, provided that activities are consistent with operating budgets, approved operating plans and objectives and functional policies and precedents. The management direction given to the employee establishes what results are expected. The employee determines how and when the results will be achieved. The employee may have sole controlling impact on end results at a particular level in the organisation. The position may have line accountability for a key end result area, with full accountability and responsibility for the output of others.


This Grade equates to a Hay evaluation within the range of 618 - 735 points.

MINIMUM QUALIFICATIONS/TRAINING:

- * 3 year or 4 year Degree or equivalent qualification, and demonstrated competence appropriate to the position, or
- * For nominated managerial positions, other qualifications and/or demonstrated management competencies satisfactory to the employer.

TYPICAL AREAS WHERE ENMANCED COMPETENCE MAY BE DEMONSTRATED:

- * Process Management
- * Professional Innovation
- * Leadership Management
- * Managing Competitive Strategy
- * Market Awareness and Analysis
- * Managing Strategic Change

- * Team Management
 - * Business Acumen
 - * Managing the External Environment
 - * Entrepreneurial Vision
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INTRODUCTION TO THE TECHNICAL STREAM CAREER PATH FRAMEWORK**Final Combined Restructuring Committee endorsement - 18 November 2004**

This Energy Queensland Technical Stream Career Path is based on the Transmission and Supply Technical Stream Career Path Framework dated 22 July 1994 which has been endorsed by Industry Management and Unions.

Award Restructuring aimed to provide a more skilled and productive workforce and create further career opportunities for employees in the Queensland Electricity Supply Industry (QESI).

Under Award Restructuring, QESI Transmission and Supply employees are classified under one of three streams:

- Administrative - clerical and administrative
- Technical - power workers and technical employees
- Managerial & Professional - degree qualification or equivalent

In 1993 the Industry Award at that time required that prior to translation, each Enterprise in the QESI develop Career Paths for each nominated stream to outline how the Classification Structure for the stream would be implemented. To ensure a co-ordinated approach within Transmission & Supply with equitable pay outcomes, an Industry Transmission & Supply Career Path Administrative Committee was established to facilitate development and implementation of Enterprise Career Paths. This committee, comprising management and union nominees developed a Career Path Framework for Transmission & Supply. Typical technical jobs were selected from each Enterprise for comparison across the Industry. Information was collated to describe current work practices and also identify opportunities for broad-banding and multi-skilling. This information also identified situations where required knowledge and skills and subsequent work value were not reflected in present pay practices.

number of typical Career Paths have been written which encompass most employees likely to be covered by the Technical Stream, and these are included in the attached document.

In developing the Career Paths, Joint Workplace Consultative Committees (JWCCs) were established in each Enterprise and used the Industry Technical Stream Framework as the foundation for the development of Enterprise Career Paths. It was expected that Enterprises would add specific requirements to the Framework to suit local conditions whilst not departing from the spirit of the document. This would ensure that equitable pay outcomes exist across Enterprises for jobs of equivalent value. The Career Paths in the attached documents reflected the agreed Energy Queensland outcomes.

Finalised Enterprise Career Paths received endorsement from the Combined Restructuring Committee on 18 November 1994 and were subsequently lodged with the Queensland Industrial Relations Commission as a Schedule to the then Award.

Career Paths identify the range of opportunities for skills development and opportunities to access higher rates of pay. Benefits from Award Restructuring largely depend on the process delivering job re-design outcomes which result in more effective and efficient workforce utilisation. Job redesign is facilitated through a more flexible classification process.

At this stage, 6 Model Career Paths have been proposed within the Technical Stream:

- **Power Worker:** e.g. trades assistants, storework, labouring, plant/vehicle operation and cleaning.
- **Technical Serviceperson:** e.g. linework, cable jointing, customer services, inspections, trade and advanced trade technical field and workshop roles (e.g. electrical/electronic, mechanical, fabrication / vehicle building or building services).
- **Electricity System Designer/Adviser:** e.g. layout / mains design work, marketing advice.
- **Supervisor:** e.g. employees whose primary function is that of trainer/supervisor / co-ordinator.

- **Para-professional:** e.g. technical roles requiring competencies obtained through para-professional (Advanced Diploma or equivalent) qualifications such as installation and repair of technical equipment, technical investigations and design.
- **System Operator:** e.g. operators within designated control rooms within distribution/transmission, i.e. Energy Queensland Control. This Career Path conforms with the career path developed for System Operators in the Production Stream and by agreement between the Industrial Parties has been included in the Technical Stream Enterprises' Career Paths document.

Enterprise Career Paths must also support the important objectives of maintaining pay equity in terms of work value and ensuring equal employment opportunities. Grade descriptions and boundaries should provide parameters for pay progression through skills acquisition to preserve pay equity with relative work value. These boundaries should also ensure an appropriate balance between broad-banding classifications and providing opportunities for selection on merit to higher classified positions from as wide a field of candidates as practical.

ALTERATIONS TO CAREER PATHS

Where job redesign identifies the need for additional grade(s) in a career path or where other changes are required to update a career path document, the relevant career path will be amended by agreement between the Industrial Parties.

Technical Stream – Career Governance Process (Parity)

The parties have developed, through an agreed process, a Career Governance Process for specific identified sub-streams of the Technical Stream. This process has been developed to enable the application of the Technical Stream Career Path set out in this Agreement. These application arrangements are referred to as Skills/Competency Matrixes and set out salary/training progression arrangements relating to the specific sub-streams. These matrices are held separately and are subject to addition/ deletion and or change in accordance with the agreed arrangements.

STEPS TO TRANSLATION AND PROGRESSION

A. Translation in 1995

When employees translated to the then new Award (Electricity, Generation, Transmission & Supply Award State) in 1995, the following process was used in this regard:

In order to translate to the new Award, employees will need to be covered by an Agreed Career Path Document. However, employees who have an expectation of normal progression to higher salaries under the then current Award will have the choice of translating to the new Award or remaining with the then current Award until those expectations are realised. For employees who will be translating, or choose to translate, the following steps to salary translation will occur:

- **Determine appropriate Career Stream and Career Path:** The Job Profile, as agreed between the employer and employee provides a description of the responsibilities and duties of a position and the knowledge, skills and abilities required/used by an individual to competently perform the job. The Job Profile can be compared with Enterprise Career Path information to determine the most appropriate Stream for the position. The Career Path within the Stream that the position most closely aligns with in relation to work role and tasks undertaken would be selected for the position.
- **Translate to equivalent or next highest Salary Point on the new Award:** The rates in the salary scale incorporate pre-existing salary components which individuals may now be receiving. These components may be an Award salary level, an industry payment or a tradesperson's allowance.
- **Check position is in the correct Grade:** It may be necessary to evaluate whether the position has directly translated into the correct grade/level within the Career Path and adjust where appropriate. This step may take either or both of the following forms:
 - i. Primary evaluation method: the Job Profile for the position will be compared against the Grade descriptors for the appropriate Career Path and matched against them to accurately place the position. At the lower levels of the new Award, Grade Descriptors themselves should provide adequate distinction to enable a match. This is due to the specific, clearly defined tasks and competencies which exist at these levels and where results and responsibilities are defined largely in terms of tasks undertaken.

- ii. Secondary evaluation method: a job evaluation methodology may be used where jobs are more difficult to define. This may occur where it becomes harder to rely on generic descriptions and/or competencies (where available) to size the value of a job and a supplementary method such as a points method is more reliable. Points methods, however, shall not be used to define job value or salary points within the grade.
- iii. Following translation/implementation of the relevant Energy Queensland career path, employees shall have a 3 month period during which they may make application for Job re-evaluation to determine the appropriateness of their translated grade compared to the Career Path Grade Descriptors. Applications, on the appropriate form, shall be submitted via the employee's supervisor, who shall normally within 2 weeks of receipt of the form, agree or reject the application and notify the employee accordingly. All the agreed applications will then be evaluated and all successful applications will have as their operative date for any salary increase, the date of their application, if the supervisor rejects the application, unduly delays consideration of the application or the evaluation is unsuccessful the employee may have recourse to the Award grievance procedures. After the conclusion of the 3 month period normal Energy Queensland arrangements in relation to position evaluation/grading will apply.

Note: Where a position is graded lower than the level to which the employee has translated, the application of this step (step 3) is subject to the provisions of the Backfilling (Training) Agreement.

B. Recognition of Prior Learning procedure and Progression Arrangements

In addition to the translation of employees, the following Recognition of Prior Learning procedure and Progression arrangements will also continue to have application as part of the ongoing Award Restructuring arrangements:

Recognition of Prior Learning procedure:

RPL is a process for recognising current skills and knowledge, which may have been acquired through formal or informal training (in industry and/or education), work experience and/or life experience, and which can be assessed against established and formalised learning outcomes. RPL shall only be granted for progression purposes in cases where the skills and knowledge claimed are required by the employer and required by the individual to perform the duties and responsibilities of their job.

The Job Profile for each position outlines the specific tasks and responsibilities of a job and therefore the skills and knowledge required of an individual competently performing the job within the more generic Career Path grade description. The RPL exercise will establish the most appropriate Salary Point within the Grade on the basis of the individual's skills and knowledge in direct comparison with the job requirements outlined in the Job Profile.

Progression:

Any salary progression beyond translation will require one of the following:

- gaining new skills in accordance with an Approved Training Plan
- reclassification to a higher grade
- appointment to an advertised position with a higher Agreement classification.
- Recognition of Prior Learning on the basis of the demonstration of skills acquired and required to be used within the grade.

If any employee believes that the additional skills acquired and required to be used in their position has expanded the "Job" beyond that appropriate to their current grading the employee may request an evaluation of the position to determine the appropriateness of the grading, in accordance with the normal Energy Queensland procedures for Job evaluation.

Training Outcomes

Not all training will qualify for pay progression purposes. Subject to the provisions of the Back filling (Training) Agreement, the following range of training types is envisaged:

1. **Training for future performance (Career Development):** Employees may undertake training for their personal development, and to better position themselves for future career opportunities. For example, an employee working as an Electrical Fitter/Mechanic may study for an Advanced Diploma in Electrical Engineering and ultimately move into a technical design role. Such voluntary training may receive

support for instance in the form of study assistance, subject to management approval, and this training may not result in immediate pay progression.

2. **Training to maintain current competencies:** Employees may be required to undertake training to keep their skill levels current with technology, work practices and safety needs; eg. new software releases, annual resuscitation training. This training may not result in pay progression.
3. **Training to meet requirements of current pay level:** Where an employee could reasonably be expected to undertake specific tasks as part of the job/salary point and is unable to do so, training may be necessary to bring the employee's skill levels up to the standard normally required of the position/salary point. Where an employee has progressed to the maximum Salary Point of the Career Path grade and requires further training which is not associated with changes to job design sufficient to warrant reclassification of the job to a higher grade, training may not result in pay progression.
4. **Training to extend competency to meet expanded job requirements:** Where job redesign has occurred in accordance with Enterprise Career Paths and Job Profile Requirements, Approved Training Plans may be developed to provide training leading to new/advanced competencies and subsequent pay progression.

Approved Training Plan Guidelines

An approved training plan shall be available to each employee who is in a classification where further progression is available through skills development. The mutual needs of the Industry and its employees will be considered in respect to the development of Approved Training Plans in order to provide the skills and competencies to meet work requirements.

An Approved Training Plan (ATP) will be available for any employee in a job where the development of additional skills and knowledge is required. Such plans will identify progression arrangements, the training to be completed, the agreed nominal time for undertaking and completing the training and any provisions or arrangements for training time or leave for training purposes. Approved Training Plans will be developed and agreed by the employee and the person nominated by management as the employee's "Supervisor" for this purpose. Where agreement cannot be reached, the Problem Solving & Dispute Resolution Process is available to be used.

Subject to the provisions of the Training Outcomes above, following translation or appointment to a position, any employee who is provided with an Approved Training Plan shall be paid accordingly for the additional skills acquired and required to be used in their position.

Training Modules

One training module or equivalent shall be required for each progression step within a Grade e.g. to progress from 5.1 to 5.2 will require 40 hours of training or equivalent which constitutes one module.

Energy Queensland shall consult relevant affected staff within Energy Queensland when developing module content and accreditation.

The Career Path Framework is based on the following training guidelines:

1. Approved Training Plans only enable progression within the limits imposed by the Agreement Classification and the Career Path grade of the job (i.e. job size)
2. If a job changes over time to the extent that its total value/size warrants re-assessment, then job evaluation methods would be required to determine whether reclassification of the job to a higher grade was warranted.
3. Training included in Approved Training Plans should result in changes/redesign of the job/work performed.
4. Where appropriate, modular learning outcomes should meet national accreditation standards.
5. All Technical Stream Employees shall be provided with the opportunity to participate in a review of the skills and competencies required in their Job with their supervisor on at least an annual basis. This should include an appropriate Approved Training Plan where opportunity exists for additional skills/competencies to be acquired and required to be used in the Job.

Selection Criteria

Where an existing employee has previously acted in a position for a minimum of 8 weeks and, that prior to restructuring the position did not require an Advanced Diploma, that employee shall for the purposes of this document be deemed to have the "or equivalent qualifications" and shall therefore be eligible to apply for that position should it become available and not be ruled out of contention for that position on the grounds of qualifications.

When an employee applies for a position it shall be clearly stated in the Position Vacancy Circular/Job Advertisement, the minimum starting salary for the position and the maximum salary. At the Job interview (so there can be no false expectations) the applicant shall *be* informed of any additional payment *above* the starting minimum salary that will be made to compensate for skills the applicant brings to the position, and if there is any scope for further advancement within the grade of the position, to the extent that this is known at that time.

EXPLANATION OF DOCUMENT FORMAT

CAREER PATH TITLE

Career Path Grade

GRADE 1	GRADE 2	GRADE 3	GRADE 4	GRADE 5	GRADE 6
Salary Points					

ENTRY REQUIREMENTS:

An explanation of how entry into this Grade is achieved. This may be, for example, through appointment to a vacant position or progression into the Grade via an Approved Training Plan.

Where an increase in work/job value is identified and reclassification of an existing occupied position(s) is approved, then selection may be made from eligible employees within a work group or work location for progression through an Approved Training Plan to the higher classification.

MAIN FUNCTIONS/BROAD COMPETENCIES:

Statements in *italics* are extracts from the relevant section of the Agreement.

Other statements outline the typical tasks and responsibilities an employee in this Grade may be required to undertake. This list is not exhaustive, and the employee may be expected to undertake other tasks in line with the employee's training, experience and responsibilities.

MINIMUM QUALIFICATIONS/TRAINING:

This describes the minimum certification/qualifications and modules of structured training, or equivalent, that would be required for entry into this Grade. Where an existing position is re-evaluated, the incumbent would be deemed to have the number of modules required for entry to the grade.

TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

This is a non-exhaustive list of the types of training courses from which an employee and their supervisor might select, in developing an Approved Training Plan for progression within this Grade. Selection of modules will be made where the addition and development of a skill will be applied in the job and will lead to changes in tasks performed. Module equivalent values have not been identified for all courses. A training course might also be selected from the Typical Training Menu for a lower Grade, or from another source identified as required for enhanced job performance.

TECHNICAL STREAM CAREER PATHS

16.5 16.4 16.3 16.2 16.1							
15.5 15.4 15.3 15.2 15.1							
14.3 14.2 14.1							5
13.3 13.2 13.1						5	4
12.5 12.4 12.3 12.2 12.1					4	4	3
11.5 11.4 11.3 11.2 11.1					3	3	2
10.3 10.2 10.1	8M						1
9.3 9.2 9.1	7M		5	3			(Training)
8.2 8.1	3M						
7.2 7.1	3M				1		
6.2 6.1	3M		3				
5.2 5.1	3M	5	2				
4.2 4.1	3M	4	1				
3.7 3.6 3.5 3.4 3.3 3.2 3.1	8M	3					
2.7 2.6 2.5 2.4 2.3 2.2 2.1	8M	2	Vocational Trainee			Trainee Para-Professional	
1.7 1.6 1.5 1.4 1.3 1.2 1.1	8M	1					

TECHNICAL STREAM

SKILLS DEVELOPMENT OPPORTUNITIES

POWER WORKER

<u>STREAM / AGREEMENT LEVEL</u>	<u>CAREER PATH/ GRADE</u>	<u>DESCRIPTION</u>
POWER WORKER LEVEL 5 Salary Points 5.0-5.2	GRADE 5	Work under general supervision. Provide guidance and assistance relevant to skills.
POWER WORKER LEVEL 4 Salary Points 4.0-4.2	GRADE 4	Perform work under general supervision. Hold and use some plant licences. On-the-job training to others and supervise work.
POWER WORKER LEVEL 3 Salary Points 3.0-3.7	GRADE 3	Perform specific support function. May hold and use various plant licences. Work from complex instructions and procedures under general supervision.
POWER WORKER LEVEL 2 Salary Points 2.0-2.7	GRADE 2	Perform manual functional support duties such as competent assistant and work under routine supervision.
POWER WORKER LEVEL 1(b) Salary Points 1.0-1.7	GRADE 1 (b)	Perform routine, predictable, repetitive and proceduralised tasks of a manual nature under direct supervision.
POWER WORKER LEVEL 1(a) Salary Point 0.0	GRADE 1 (a)	Undertake structured induction training within 3 months of appointment

POWER WORKER

Grade 1 (a)

GRADE 1 (a) Salary Points 0.0	GRADE 1 (b)	GRADE 2	GRADE 3	GRADE 4	GRADE 5
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ENTRY REQUIREMENTS:

ENTRY LEVEL. Appointment will be subject to availability of positions in the Enterprise and selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

A Power Worker Level 1(a) shall mean an employee not elsewhere defined, who is undertaking structured training so as to enable the employee to perform duties associated with a Power Worker Level 1(b). An employee at this level works under direct supervision, and performs routine duties essentially of a manual nature.

The structured training for an employee may consist of on-the-job and off-the-job training. Depending on the type of work to be undertaken, the employee may need the ability to work at heights and in confined spaces, have manual dexterity and mechanical aptitude. The employee is expected to be able to work as a member of a team.

MINIMUM QUALIFICATIONS/TRAINING:

Grade 10 level of education or equivalent.

TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

The employee shall undertake enterprise specific induction training. *Such structured training shall be completed within 3 months of appointment to this level, as required, which may include:*

- * Division, Group, Department and Team induction training
- * Corporate induction programme
- * Introduction to Workplace Health and Safety requirements
- * Emergency procedures
- * Personal protective equipment issue and use
- * Manual handling
- * Vehicle familiarisation/checks
- * Administration e.g. Timesheets; Conditions of work

POWER WORKER

Grade 1 (b)

GRADE 1 (a)	GRADE 1 (b) Salary Points 1.0 – 1.7	GRADE 2	GRADE 3	GRADE 4	GRADE 5
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ENTRY REQUIREMENTS:

Agreement provides for progression from Grade 1(a) to Grade 1(b) through approved training, without undertaking selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An employee at this level possesses competencies which enables the employee to: perform routine, predictable, repetitive and proceduralised tasks of a manual nature under direct supervision. Exercise minimal judgement and understand basic quality control/assurance procedures. Understand and utilise basic literacy and numeracy skills; commensurate with the employee's training, experience and responsibilities.

The employee at this level must be competent in the use of appropriate hand tools and basic load shifting equipment relevant to the work undertaken. An employee at this level may work in one of a range of work roles, including labouring, stores, cleaning and assisting tradespersons, commensurate with the employee's training, experience and responsibilities. The employee may be undertaking structured training to enable the employee to operate as a Powerworker Grade 2 and such training may include training for specialisation within one area of operation or a mix of competencies which may be used across several areas.

MINIMUM QUALIFICATIONS/TRAINING:

- * Grade 10 level of education or equivalent plus enterprise specific induction training.

TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

- | | |
|---|--|
| * First aid techniques | * Communicate orally |
| * Rigging Introduction EPC 152 (1m) | * Communicate in writing |
| * Chainsaw operation | * Read and comprehend texts |
| * Roadway warning signs | * Provide customer service |
| * Cable and conductor identification | * Report workplace hazards |
| * Tree trimming | * Apply principles of OH&S in the work environment |
| * Work practices for cranes, hoists and winches | * Comply with quality systems and practices |
| * Mobile plant safety | * Apply quality systems to work |
| * Pole inspection A, B, C | * Apply quality procedures |
| * Safety induction for trades assistants | * Comply with Energy Queensland |
| * Ladders, hauling lines and pole platforms | * Operate machine |
| * Power winch usage | - operate pallet wrapping machine |
| * Wood pole treatment | - operate heat shrinking machine |
| * Tree growth regulator | * Operate hand and power tools |
| * Restricted shot firer | - use electric tools |
| * Basic Computer Literacy | - use hand tools |
| * Basic keyboard skills | * Operate a computer terminal for routine tasks |
| * Construction site induction | - operate relevant subsystems |
| * Hazard Management | * Use warehouse techniques e.g. receipting, storing, despatching, security |
| * "C" class licence | |
| * Rescue from an EPV | |
| * Use and care of lifting equipment EPC 18 (1m) | |
| * Workplace communication NCS 02 | |

Selection of modules for progression within this Grade may also include other appropriate modules.

POWER WORKER

Grade 2

GRADE 1(a)	GRADE 1(b)	GRADE 2 Salary Point 2.0 – 2.7	GRADE 3	GRADE 4	GRADE 5
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ENTRY REQUIREMENTS:

Agreement provides for progression from *Grade 1(b) to Grade 2, Salary Point 2.0, through approved training, within 3 years of initial appointment* without undertaking selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An *employee* at this level possesses competencies which enables the *employee* to: *perform manual functional support duties within the enterprise and perform work such as competent assistant. The employee will be responsible for the quality of the employee's own work, and work under routine supervision either individually or in a team environment. Exercise discretion within the employee's level of skills and training; commensurate with the employee's training, experience and responsibilities.*

An employee at this level must be competent with appropriate hand tools and the safe handling of equipment and chemicals, safe operation of mobile and other equipment, load shifting equipment, vehicles, the operation of machinery or be undertaking training for certification as a scaffolder, dogman, crane or hoist operator, pressure equipment operator, load shifting equipment operator or welder. The competencies required to perform the tasks may include those which offer specialisation in a specific area or a mix which will offer broad competencies which may be used in several fields. The employee may be expected to work within a team environment under general guidance and with some autonomy. The employee may assist tradespersons, perform stores functions, field functions, workshop functions and have basic keyboard skills, or undertake civil work. The employee must have an understanding of quality techniques. Duties will be undertaken which are commensurate with the employee's training, experience and responsibilities.

MINIMUM QUALIFICATIONS/TRAINING:

* Grade 10 level of education or equivalent plus 8 *modules* of relevant training, or equivalent

TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

- Welding and Thermal Cutting NBB09 (1m)
- Graphics Communication NCS08
- Map reading
- Stores techniques
- Fell/recover a pole
- Fit cross-arms to a pole
- Use of portable generators
- Pole safety
- Systems and system voltages
- Basic electrical principles
- Cable and conductor current rating
Methods of line clearing and regrowth control
- Erect poles with mobile crane/"A" frame
- Quality Concepts NBB05 (1/2m)
- Computing in Engineering NBB04 (1m)
- Forklift - Safety & Operation EPC88 (1m)
- Electrical Fundamentals NBB08 (1m)
- Equipment Maintenance EPC71 (1/2m)
- Tool Sharpening - Off Hand NNM19 (1/2hm)
- Pendant Overhead Crane EPC83 (1m)
- Scaffolding (Limited Height) EPC15 (1m)
- Communication & IR NBB01 (1m)
- Engineering Calculations NNM05 (1m)
- Hand & Power Tools NBB07 (1m)
- Mechanical Components NBB11 (1m)
- Lubrication EPC73 (1/2hm)

POWER WORKER

Grade 2

GRADE 1(a)	GRADE 1(b)	GRADE 2 Salary Point 2.0 – 2.7	GRADE 3	GRADE 4	GRADE 5
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TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN: (Continued)

- Fit a transformer
- EPV operation
- Vehicle loading crane
- Trenching and excavation
- Identify personal contribution to team
- Process customer enquiries
- Work safely with industrial chemicals/materials
- Safely handle waste
- Apply quality techniques to teams
- Comply with Energy Queensland Environmental Policy
- Identify solutions
- Manage own time
- Operate a computer terminal for routine tasks
- Use warehouse techniques
 - inspecting procedures
 - stocktaking procedures
- Operate PC applications
- Engineering Science NBB13 (1m)
- Overhead gantry crane
- Scaffolding
- Work with others in a team
- Communicate effectively at work
- Identify safety hazards
- Safely handle materials
- Understand Quality Improvement Process
- Define problems
- Resolve problems
- Operate load shifting equipment
 - operate fuel forklift
 - operate electric reach truck
 - operate order picking forklift
 - operate electric pallet jack

Selection of modules for progression within this Grade may also include other appropriate modules.

POWER WORKER

Grade 3

GRADE 1(a)	GRADE 1(b)	GRADE 2	GRADE 3 Salary Points 3.0 – 3.7	GRADE 4	GRADE 5
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ENTRY REQUIREMENTS:

Progression to Grade 3 will be subject to availability of positions in Energy Queensland. Progression may occur without undertaking selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An employee at this level possesses competencies which enable the employee to either: perform a specific support function within the enterprise, or undertake training as a Linesperson or Joiner. Work from complex instructions and procedures and work under general supervision. Responsible for assuring the quality of the employee's own work. Perform work as a competent assistant and assist in the provision of on-the-job training to a limited degree; commensurate with the employee's training, experience and responsibilities.

An employee at this level may have attained various licences and/or have certification as a scaffolder, dogman, forklift, crane or hoist operator, pressure equipment operator, load shifting equipment operator or may be undertaking training leading to certification as a welder, linesperson, joiner or printing machine operator. The employee may exercise appropriate keyboard skills (where relevant). The employee can handle all tools required and may undertake labouring and other manual tasks in a team environment under general guidance and considerable autonomy. The employee may be required to maintain accurate recording of such details as stock control. Duties performed shall be commensurate with the employee's training, experience and responsibilities.

MINIMUM QUALIFICATIONS/TRAINING:

- * Grade 10 level of education or equivalent, plus 16 modules of relevant training, or equivalent.

TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

- | | |
|---|---|
| * Requirements for connecting and operating a single phase mobile generator | |
| * Workshop skills | * Moving and stabilising a load |
| * Inventory and stock control | * Use of relevant computer packages |
| * Leading self-managed work teams | * Working effectively with people |
| * Spoken communication | * Test Equipment NNE20 (i/a M) |
| * Machining NBB06 (1M) | * Materials Handling NBB03 (2 M) |
| * Work Team Communication NCS10 | * Fabrication Techniques NBB10 (1M) |
| * Engineering Materials NNMO8 (1 M) | * Substations NNE47 (1 M) |
| * Cells and Batteries NNE139 (1/2 M) | * Engineering Drawing Interpretation NBB12 (1M) |
| * Comprehensive teamwork | * Safely handle and stack material |
| * Process written information | * Dispose of waste |
| * Carry out interactive workplace communication | * Interpret Quality Manuals |
| * Identify personal contribution to enterprise goals and objectives | * Apply Energy Queensland systems |
| * Apply quality techniques to team activities | * Plan to undertake a routine task |
| | * Plan and organise own work |

Selection of modules for progression within this Grade may also include other appropriate modules.

POWER WORKER

Grade 4

GRADE 1(a)	GRADE 1(b)	GRADE 2	GRADE 3	GRADE 4 Salary Point 4.0 – 4.2	GRADE 5
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ENTRY REQUIREMENTS:

Progression to Grade 4 will be subject to availability of positions in Energy Queensland. Progression may occur without undertaking selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An employee at this level possesses competencies which enables the employee to: perform work under general supervision, either individually or in a team environment. The employee would understand and apply quality techniques. Exercise discretion within the scope of this level; commensurate with the employee's training, experience and responsibilities.

An employee at this level should have attained various certifications and some plant licences and use these in the performance of stores functions, manual tasks, field work, workshop functions or printing room functions. The employee will exercise appropriate keyboard skills as required to perform a relevant task and may be required to supervise and assist in on-the-job training to other workers in a range of tasks within the area of expertise of this employee. The employee may work under broad guidance and autonomy and may accept responsibility for the work of others or team co-ordination when working in a team environment.

MINIMUM QUALIFICATIONS/TRAINING:

- Grade 10 level of education or equivalent, plus 24 modules of relevant training, or equivalent.

TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

- Team leadership
- Time organisation
- Writing Workplace Documents NCS02
- Meetings NCS 12
- Dealing with Conflict NCS05

Selection of modules for progression within this Grade may also include other appropriate modules.

POWER WORKER

Grade 5

GRADE 1(a)	GRADE 1(b)	GRADE 2	GRADE 3	GRADE 4	GRADE 5 Salary Point 5.0 – 5.2
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ENTRY REQUIREMENTS:

Progression to Grade 5 will be subject to availability of positions in Energy Queensland. Progression may occur without undertaking selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An employee at this level works above and beyond a Power Worker Level 4, and possesses competencies which enables the employee to: work under general supervision, either individually or in a team environment and exercise discretion within the scope of this level. Provide guidance and assistance relevant to their skills; commensurate with the employee's training, experience and responsibilities.

An employee at this level may have an extensive range of plant/vehicle certification and licences and may provide on-the-job training in relevant areas. The employee may provide leadership to work teams and may act as team leader within a team environment. The employee may be required to have input into the selection of equipment, planning for work organisation, services, actions, and achieving outcomes within time constraints. The employee should display customer relation skills; the ability to identify training needs; instructional skills and have a sound knowledge of Workplace Health and Safety issues. The employee may provide on-the-job training and supervision to work teams. Duties undertaken would be in line with the employee's training, experience and responsibilities.

MINIMUM QUALIFICATIONS/TRAINING:

- * Grade 10 level of education or equivalent plus 27 *modules* of relevant training, or equivalent.

TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

- * Customer relation skills
- * Instruction skills - Group TND04 (1 M)
- * Occupational Health and Safety NBB02 (1/2M)
- * Computer Aided Drafting
- * Client Interaction NCS 12
- * Identifying Training Needs TND01 (1/2 M)
- * On-the-job training
- * Desk Top Publishing

Selection of modules for progression within this Grade may also include other appropriate modules.

TECHNICAL STREAM**SKILLS DEVELOPMENT OPPORTUNITIES**

TECHNICAL SERVICEPERSON		
<u>STREAM / AGREEMENT LEVEL</u>	<u>CAREER PATH/ GRADE</u>	<u>DESCRIPTION</u>
TECHNICAL EMPLOYEE LEVEL 4 Salary Points 9.0-9.3	GRADE 5	Highly skilled specialist independent worker in one of the following: possesses necessary training, skills and experience and is authorised to inspect and test specialist installations, including HV high rise building installations; multi-skilled overhead and underground line construction accountable for operational unit; skilled-on variety of complex tasks and applies maintenance standards and quality control. Including mobile plant and manufacturing services.
TECHNICAL EMPLOYEE LEVEL 3 Salary Points 7.0-8.2	GRADE 4	Extensive range of competencies in 1 or more of: multi-skilled overhead and underground construction and maintenance including switching, inspections and routine design; Live line, including Glove and Barrier; 110/132kV cable jointing and terminating; authorised to test and inspect complex installations; generalist worker on wide range of complex equipment types. Including mobile plant and manufacturing services.
TECHNICAL EMPLOYEE LEVEL 2 Salary Points 6.0-6.2	GRADE 3	Highly skilled worker with demonstrated competence in all aspects of 1 or more of: multi-skilled overhead and underground construction and maintenance; Live line; Jointing and terminating cables; Electrical installations and maintenance including testing; generalist worker on complex equipment types or specialist worker on limited range of equipment types. Including mobile plant and manufacturing services.
TECHNICAL EMPLOYEE LEVEL 2 Salary Points 5.0-5.2	GRADE 2	Skilled worker with demonstrated competence in a range of aspects. May be multi-skilled in a variety of tasks.
TECHNICAL EMPLOYEE LEVEL 1 Salary Points 4.0- 4.2	GRADE 1 Entry Point	Employee holds appropriate Trade Certificate or Certificate of Competency. Performs trade work of routine, non-complex nature under general supervision.

TECHNICAL SERVICEPERSON

Grade 1

GRADE 1 Salary Point 4.0 – 4.2	GRADE 2	GRADE 3	GRADE 4	GRADE 5
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ENTRY REQUIREMENTS:

Entry level with appropriate certificate of competency or trade certificate. Appointment will be subject to availability of positions in Energy Queensland, and selection procedures **or** completion of an Approved Training Plan, i.e. from Power Worker Grade 3.

MAIN FUNCTIONS/BROAD COMPETENCIES:

A Technical Employee Level 1 shall mean an employee who holds an appropriate Trade Certificate, Tradesperson's Rights Certificate or Certificate of Competency, as defined in the Electricity Act, or equivalent, and who is able to exercise the skills and knowledge of such certification. An employee at this level possesses competencies which enables the employee to: perform trade work which is generally of a routine, non-complex nature. The employee performs work under general supervision either individually or in a team environment and understands and implements quality systems. The employee performs work which involves the skills of the employee's trade and work which is incidental and facilitates the completion of the employee's work; commensurate with the employee's training, experience and responsibilities.

An employee at this level shall be a Technical Serviceperson, who has completed the training required for minimum entry, who has competence in one of the following areas:

- * Overhead line construction and maintenance and basic street lighting and control systems
- * Underground low voltage polymeric installation and maintenance
- * Customer service activities including reconnects/disconnects work.
- * An employee at this level would undertake a range of tasks using trade and other skills gained through trade certification. The employee would have gained certification in a broad discipline such as: Electrical/Electronic, Mechanical, Fabrication/Vehicle Building or Building Services. Using appropriate trade skills, the employee would assist to manufacture, modify, install, test, repair, maintain and service various equipment and plant. Such electrical/electronic equipment and plant might include electric motors, generators, electronic controls, instruments, telecommunications and automotive electrics. Mechanical plant and equipment may include machinery, fluid power systems and automotive mechanics. Other tasks in manufacturing and maintenance services may include fabrication, forging, boilermaking, welding, fitting and turning, metal polishing, sheet metal work, carpentry, painting and other building services.

TECHNICAL SERVICEPERSON

Grade 1

GRADE 1 Salary Point 4.0 – 4.2	GRADE 2	GRADE 3	GRADE 4	GRADE 5
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MINIMUM QUALIFICATIONS/TRAINING:

- * An appropriate electrical work licence issued in accordance with the Electrical Safety Regulation 2002 viz Linesperson, Electrical Fitter Mechanic, Electrical Jointer or other trade certificate, as appropriate to the work undertaken.

This Grade would apply to either:

- * tradespersons recently trained within the Electricity Supply industry who are commencing further training to allow progression to Salary Point 5.1 within 2 years of appointment or
- * tradesperson trained in another Industry without the relevant competencies required by the Electricity Supply Industry who are commencing training to allow progression to Salary Point 5.1 within 3 years of appointment.

TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

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| * Wood pole treatment | |
| * High voltage ABC installation, jointing and termination | |
| * Shot firer's Certificate (restricted to Supply Industry) | |
| * Pole inspection level 1.5 (hand held computer) | |
| * Restricted LV polymeric cable joints and terminations | |
| * Install and connect domestic installations | |
| * Tree growth regulator | * Overhead switching operator |
| * PST service polarity for Enterprise | * GP truck operator |
| * Lifter borer operator | * Tension stringing of conductor |
| * Overhead Management Systems P.C. program | * Steel tower erection and maintenance |
| * Switching authorisation – LV Operator | * Heavy Rigid (HR) Licence |
| * Switching authorisation – Recipient | * Explosive power tool operation |
| * EPV Basket operation | * Substation Operators Level 1 |
| * Cable and pipe location/Cable Testing – 11kV | * Rescue from a pit |
| * Work organization | * Construction Standard Drawings |
| * Maintenance policies and procedures | * Record keeping and data updating |
| * Field practices | * Customer relations skills |
| * Customer related skills | * Quality awareness |
| * Statutory Training | * Tension stringing of conductor |
| * Workshop Practices (Fabrication) EA 740 (1 M) | * Distribution Plant Repair |
| * Basic Statistics EA00 (1/2 M) | * Protection |
| * Safety | * EPV Basket Operation |
| * Quality Systems | * High voltage isolation and access |
| * Machinery Repair and Installation NNM22 (1 M) | * High tension conductors |
| * Fault finding and Diagnostic Skills EA90 (1/2 M) | |

TECHNICAL SERVICEPERSON

Grade 2

GRADE 1	GRADE 2 Salary Point 5.0 – 5.2	GRADE 3	GRADE 4	GRADE 5
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ENTRY REQUIREMENTS:

Agreement provides for progression from Grade 1 to Grade 2 through approved training, without undertaking selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An employee at this level is an experienced employee who exercises trade and/or other skills who is engaged in routine technical duties and who, subject to statutory licensing requirements, exercises the skills and knowledge of such training. An employee at this level possesses competencies which enables the employee to: exercise discretion within the scope of this level and works under general supervision either individually or in a team environment. The employee provides technical guidance to others in their work team, understands and implements quality systems and performs incidental and peripheral work; commensurate with the employee's training, experience and responsibilities.

An employee at this level shall be a skilled Technical Serviceperson with demonstrated competence in a range of aspects and shall be authorised in all necessary statutory requirements. This worker may be multi-skilled in a variety of tasks to enable more efficient completion of the whole job. Depending on qualifications and training, these may include such tasks from one of the following:

- * Overhead line construction and maintenance. This may include the maintenance and repair of distribution substation plant and equipment, and/or installation and repair of low voltage polymeric underground cables. Perform switching.
- * Joint and terminate paper/lead cables up to 33kV and polymeric cables. Joint and terminate polymeric and paper/lead pilot cables. Perform LV switching. Assist in testing and commissioning LV URD installations by installing cables and pillars and terminating, testing and phasing cables. Understand LV schematics.
- * Basic voltage complaints and supply problem investigations. Reconnects, disconnects and other associated revenue work. Repair streetlight control circuits. Undertake meter queries. Maintain and repair distribution substation plant and associated equipment.

An employee at this level is a competent skilled autonomous worker who performs a variety of tasks under general supervision using trade and other skills gained through trade certification and enterprise training. Using established procedures, manufacture, modify, test, repair and maintain various equipment in a workshop or field environment. Such electrical/electronic equipment and plant might include electric motors, generators, electronic controls, instruments, telecommunications and automotive electrics. Mechanical plant and equipment may include machinery, lithographic offset press, mobile plant, and ancillary equipment, industry specific hydraulic equipment and components, fluid power systems and automotive mechanics. Other tasks in manufacturing and maintenance services may include fabrication, forging, boilermaking, welding, fitting and turning, metal polishing, sheet metal work, carpentry, painting and other building services.

Such an employee is a generalist tradesperson working safely under general supervision. As the employee develops and broadens their skills and knowledge base, the employee would work on a wider range of complex equipment types.

MINIMUM QUALIFICATIONS/TRAINING:

- * An appropriate electrical work licence issued in accordance with the Electrical Safety Regulation 2002 viz Linesperson, Electrical Fitter Mechanic, Electrical Jointer or other trade certificate as appropriate to the work undertaken, plus 3 *modules* of relevant training, or equivalent.

TECHNICAL SERVICEPERSON

Grade 2

GRADE 1	GRADE 2 Salary Point 5.0 – 5.2	GRADE 3	GRADE 4	GRADE 5
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TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

- * Ring main unit operation
- * Branch trainer activities (e.g. resus, pole top, etc.)
- * Work place assessor
- * Substation operator authorization
- * Individual Enterprise/Authority requirements for
- * Customer service, team leader, Staff Consultative
- * Committee Chairperson
- * Mapping
- * Basic layout
- * Customer Switching – HV
- * Job planning
- * Substation Operator – Level 1
- * Working effectively with people
- * Workshop administration
- * Workshop safety
- * Team work
- * Distribution plant repair and testing
- * Hydraulics
- * Engraving
- * Advanced welding and metal work
- * Material estimating
- * Current transformer metering
- * Demand metering
- * Meter queries 1 – Technical
- * Programmable Controllers NNE130 (1/2 M)
- * Planning, Estimating and Costing EA71 (1/2 M)
- * Basic protection/control/communication systems
- * Advanced Test Equipment NNE105 (1/2 M)
- * Microprocessing Applications NNE103 (1 M)
- * Rotor Winding NNE157 (1 M)
- * Stator Winding NNE150 (1 M)
- * Overhaul transformers and switchgear
- * Substation Orientation
- * Overhead mains design
- * Switching preparation
- * Switching authorization – HV Operator
- * Equipment safety testing
- * Spoken communication
- * Access and switching procedures
- * Maintenance Management EA761 (1 M)
- * Licences – vehicle, plant, equipment
- * Machining
- * Pneumatics
- * Coil winding
- * Workshop machine maintenance
- * Safety equipment and ladder manufacture
- * Supply and Storage Management EA72 (1M)
- * Engineering Mathematics EA01 (1 M)
- * Engineering Graphics EA61 (1 M)
- * Industrial Control NNE123 (1 1/2 M)

Selection of modules for progression within this Grade may also include other appropriate modules.

Footnote: A number of these modules are common to other Career Paths.

TECHNICAL SERVICEPERSON

Grade 3

GRADE 1	GRADE 2	GRADE 3 Salary Points 6.0 – 6.2	GRADE 4	GRADE 5
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ENTRY REQUIREMENTS:

Appointment to Grade 3 will be subject to availability of positions in Energy Queensland, advertisement and open selection procedures or through an Approved Training Plan where the work to be performed has been assessed as meeting the requirements of this grade.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An employee at this level is an experienced employee who exercises trade and/or other skills who is engaged in routine technical duties and who, subject to statutory licensing requirements, exercises the skills and knowledge of such training. An employee at this level possesses competencies which enables the employee to: exercise discretion within the scope of this level and work under general supervision either individually or in a team environment. The employee provides technical guidance to others in their work team, understands and implements quality systems and performs incidental and peripheral work; commensurate with the employee's training, experience and responsibilities.

An employee at this level shall be a highly skilled Technical Serviceperson with demonstrated competence in all aspects of one or more of the following areas:

- * An employee at this level will be competent in a selection of skills (but not necessarily all of the skills) from a "basket of skills" appropriate to the work to be performed at the particular work location. The employee will be able to perform a substantial range of activities in overhead and underground construction and maintenance, as well as street lighting and control systems and shall be multi-skilled in a variety of tasks to enable more efficient completion of the whole job. These may include such tasks as switching, maintaining and repairing distribution substation plant and equipment, installing and repairing low and high voltage underground cables, connecting new installations (ie. non-complex commercial, domestic & rural installations) including installing and maintaining energy meters and associated equipment.
- * An employee at this level shall be a skilled serviceperson with competence in all aspects of overhead live line construction and maintenance, and work on overhead lines at all voltages. Work will be conducted on wood, steel and concrete poles using live line techniques and principles.
- * An employee at this level is a skilled Electrical Jointer who joints/terminates polymeric cables up to 132kV and pressure cable up to 66kV. Investigates, locates and rectifies leaks in oil and gas filled pressure type cables. Cable route identification under general direction. Repairs and maintains standard plant, tools and equipment. As required, develop skills associated with emerging jointing technologies and maintain knowledge and skills associated with older technologies.

or

- * An employee at this level may be competent in a selection of skills (but not necessarily all of the skills) from a "basket of skills" appropriate to the work to be performed at a particular work location. The employee will be able to perform a substantial range of activities as a multi-skilled tradesperson working on a range of complex equipment types. Work undertaken would be within a workshop or substation environment.
- * An employee at this level may be a highly skilled tradesperson competent in working on all aspects of a limited range of equipment types. This equipment will be complex and involve non-routine repair, testing, modification and maintenance.

TECHNICAL SERVICEPERSON

Grade 3

GRADE 1	GRADE 2	GRADE 3 Salary Points 6.0 – 6.2	GRADE 4	GRADE 5
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Depending on skills attained, the employee may manufacture and/or modify specialised plant and equipment in accordance with design specifications with reference to documented quality standards and work practices. Fabricate, repair, modify, test and maintain electrical/mechanical equipment and mobile plant, install overhaul and maintain industry specific hydraulic and pneumatic controls and systems. Perform advanced welding to Certificate levels. Perform installation, testing and repair to component level of substation equipment and plant, e.g. radios, instruments, protection equipment. Undertake high voltage plant testing. Test items of plant and equipment to Australian Standard and Workplace Health and Safety Act. Assist in providing on-the-job training. The employee may also be required to exercise a range of clerical skills in the provision of technical services.

MINIMUM QUALIFICATIONS/TRAINING:

- * An appropriate electrical work licence issued in accordance with the Electrical Safety Regulation 2002 viz linesperson, Electrical Fitter Mechanic, Electrical Jointer or other trade certificate as appropriate to the work undertaken, plus 6 modules of relevant training, or equivalent.
 - If working in live line operations:
 - * Appropriate statutory authorization to perform high voltage live line work.
 - If working in installation inspections:
 - * Authorisation to perform inspection work.

TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVE TRAINING PLAN:

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|--|--|
| * Inspection courses, including AS 3000, Electricity Act and Regulations, Conditions of Supply, Tariff Manual. | |
| * Installation and connect domestic installations | |
| * Restricted Low voltage polymeric cable joints and terminations | |
| * 11kV/XLPE polymeric cable joints & terminations | |
| * Switching sheet writing | * Supervision of work groups |
| * Interpretation of works plans | * Keyboard skills |
| * Works programming | * Mig welding |
| * Cable testing and commissioning | * Gas/oil pressure charging |
| * Oil degasification of cables | * Cable location |
| * Overhead crane operation | * Hydraulic equipment operation |
| * Roles of the supervisor | * Basic metering |
| * URD and Streetlight inspections/audits | * 11kV operator |
| * Cardio-Pulmonary Resuscitation (Advanced) | * Statutory trainer – polarity, resus, WH&S |
| * Contract supervision | * Marketing |
| * CNC Machines | * Advanced hydraulics, pneumatics |
| * LV and HV test equipment | * Alternator maintenance and repair |
| * High reliability soldering | * Specialist workshop machines |
| * Team leader training | * Quality Management EB31 (1 M) |
| * Advanced Quality Concepts EB30 (1/2 M) | * Role of the supervisor |
| * One-to-one instruction | * Report writing |
| * Operator 3 phase mobile generator sets | * Overhaul SF6 switchgear |
| * Plant specific | * Computing Packages |
| * Digital Fault Finding EA789 (1/2 M) | * Power Systems Analysis |
| * Advanced PLC EA160 (1 M) | * Evaluate Training TND05 (1/2 M) |
| * Develop & Organise Training Plan TND02 | * Electronic Soldering Technology NNE29 (1M) |
| * Basic calibration | |

Selection of modules for progression within this Grade may also include other appropriate modules.

TECHNICAL SERVICEPERSON

Grade 4

GRADE 1	GRADE 2	GRADE 3	GRADE 4 Salary Point 7.0 – 8.2	GRADE 5
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ENTRY REQUIREMENTS:

Appointment to Grade 4 will be subject to availability of positions in Energy Queensland, advertisement and open selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An employee at this level may perform technical duties or exercise cross-skilling in technical fields, and who, subject to statutory licensing requirements, exercises the skills and knowledge of such training. An employee at this level possesses competencies which enables the employee to: exercise discretion within the scope of this level and work under limited supervision either individually or in a team environment. The employee understands and implements quality systems and provides technical guidance to others in their work team. The employee may assist in the provision of on-the-job training to others in their work team and perform incidental and peripheral work; commensurate with the employee's training, experience and responsibilities.

An employee at this level has an extensive range of competencies in one or more of the following:

- * An employee at this level shall be a specialist Serviceperson with demonstrated competence in all aspects of overhead and underground line construction and maintenance at all voltages and be competent in a selection of skills appropriate to the work performed at the particular work location. The employee shall be multi-skilled in a variety of tasks such as switching, maintaining and repairing substation plant and equipment, conducting installation inspections, consumer liaison and performing routine distribution design and layout work.
- * An employee at this level shall be a specialist Serviceperson with demonstrated competence in all aspects of overhead live line construction and maintenance, and works on overhead lines at all voltages. Work will be conducted on wood, steel and concrete poles and steel towers using live line techniques and principles. This worker will be a specialist who performs comprehensive live line work up to 132kV for distribution and 275kV for transmission. Techniques such as Glove and Barrier for up to 33kV would be utilised, and the worker performs other multi-skilled functions as required.
- * An employee at this level is a specialist Cable Jointer who installs and maintains a wide range of cable accessories and auxiliary equipment including gas charging equipment and joints/terminates cables up to 110/132kV. Repairs and maintains specialist plant, tools and equipment such as oil degasifier, residual gas pressure test equipment, vacuum pumps, and oil pressure pumps. Investigates, locates and rectifies as appropriate leaks in oil and gas filled pressure cable systems using test equipment. Cable route identification. Completion of accurate construction details during progress of work. Mig welding. Lead team training and co-ordinate Specialist Cable Jointers and Power Workers. As required, develop skills associated with emerging jointing technologies and maintain knowledge and skills associated with older technologies.
- * An employee at this level is a generalist worker on a wide range of equipment types, or a specialist on a limited range of complex equipment types and who works under limited supervision. Basic design, manufacture, modify, maintain, test, repair and calibrate complex plant, equipment, mobile plant and industry specific hydraulic and pneumatic controls and systems. Working knowledge of appropriate Australian standards, Quality Assurance techniques and relevant legislation. Provide on-the-job training and supervision to employees engaged at a similar or lower classification level. An employee at this level will be a skilled self-directed worker performing a variety of complex tasks. Able to select techniques used for repair and calibration and can apply maintenance standards and quality control. The employee may have an understanding of applied electrical, electronic or mechanical theory relating to an area of substation or communication plant or equipment of equivalent complexity used in Energy Queensland. The employee will be able to apply existing skills and knowledge to non-routine situations. An employee at this level may also be required to exercise cross-skilling of technical and clerical skills in the provision of technical services.
- * The employee may be expected to work in a team environment and may be employed in a Mechanical Engineering environment associated with design, specification, procurement, and the provision of technical advice on mechanical equipment.

TECHNICAL SERVICEPERSON

Grade 4

GRADE 1	GRADE 2	GRADE 3	GRADE 4 Salary Point 7.0 – 8.2	GRADE 5
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MINIMUM QUALIFICATIONS/TRAINING:

- * An appropriate electrical work licence issued in accordance with the Electrical Safety Regulation 2002 viz Linesperson, Electrical Fitter Mechanic, Electrical Jointer or other trade certificate as appropriate to the work undertaken, plus *9 modules of relevant training*, or equivalent.
 - If working in live line operations:
- * Appropriate statutory authorisation to perform high voltage live line work.
- If working in installation inspections:
- * Authorisation to perform inspection work.

TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

- * Glove and Barrier live line techniques for wood pole and steel tower
- * One-to-one instruction
- * Time organization
- * Coaching
- * Marketing
- * Switching sheet preparation
- * Check complaints
- * Advanced tariff knowledge
- * Complex metering
- * Hazardous locations
- * Supervision
- * Computer applications
- * Resource management EB74 (1 M)
- * Mobile Radio repair
- * HV testing
- * Circuit Development NNE32 (1 M)
- * Industrial Software NNE69 (1 M)
- * Thyristor Applications NNE75 (1 M)
- * AC Motor Control NNE76 (1 1/2 M)
- * Check inspections
- * Managing & Implementation Change EB77 (1 M)
- * Advanced metering including – demand, high voltage, complex
- * Electrical accident investigation (fatal and non-fatal)
- * Initial connection of commercial, industrial, multi-domestic, etc.
- * Distribution equipment maintenance, testing and fault finding
- * Analysis and modification of electronic circuits
- * Fault finding, testing, analysis and modification of complex hydraulics
- * Substation operations – 110/132 kV
- * Team leadership
- * Major customer/consultant liaison
- * Report writing
- * Working effectively with people
- * Domestic/rural auditing
- * Shock complaints
- * High voltage inspections/audits
- * Theft of electricity
- * Team leadership
- * Writing reports
- * Protection Relay Testing
- * Austel cabling
- * Industrial Electronics Fault Finding NNE35 (1 M)
- * Self Management EA44 (1 M)
- * Writing Technical Reports NCS17
- * Switching Power Supplies NNE78 (1 1/2 M)
- * PLC and Electronics Theory
- * Advanced calibration

Selection of modules for progression within this Grade may also include other appropriate modules.

TECHNICAL SERVICEPERSON

Grade 5

GRADE 1	GRADE 2	GRADE 3	GRADE 4	GRADE 5 Salary Point 9.0 – 9.3
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ENTRY REQUIREMENTS:

Appointment to Grade 5 will be subject to availability of positions in Energy Queensland, advertisement and open selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An employee at this level performs planning and/or technical duties or exercises cross-skilling in technical fields. The employee applies technical principles, practices, techniques and human relations skills to activities which include, for example: high level manual skills, fault diagnosis and related tasks in a workshop, laboratory, office, field or operations function and with further information, supervises such activities.

Such an employee possesses competencies which enables the employee to: use an overall knowledge and understanding of the operating principles of the systems and equipment on which to carry out tasks. Perform routine technical work on complex equipment as directed and prepare technical reports as required. Exercise broad discretion within the scope of this level and work under limited supervision either individually or in a team environment. The employee understands and implements quality systems and provides technical guidance or advice within the scope of this level. Assist in the provision of on-the-job training to others in their work team: commensurate with the employee's training, experience and responsibilities.

An employee at this level shall be a highly skilled specialist Technical Serviceperson with demonstrated competence in all aspects of one of the following areas:

- * An employee at this level shall be a highly skilled specialist serviceperson with demonstrated competence in all aspects of inspection and testing of specialist/complex installations, including high voltage high rise building installations, and hazardous areas. Complex metering, investigation of electrical accidents. Major customer/consultant liaison, voltage complaint and quality of supply investigations.
- * An employee at this level shall be a highly skilled specialist serviceperson with demonstrated competence in all aspects of overhead and underground line construction at all voltages and may be responsible and accountable for the performance of an area/district operational unit and in support of management and administration. The employee will be multi-skilled in a variety of tasks which may include switching authorisation, maintaining and repairing substation plant and equipment, conducting installation inspections, consumer liaisons, works programming and plant scheduling, auditing of contract services and performing routine distribution design work, CAD and computer data entry, use of computer applications and layout work and in leading and/or supervising a team.
- * An employee at this level shall be a highly skilled specialist serviceperson with demonstrated competence in performing installation, repair (to component level), precision calibration and fault diagnosis of complex equipment, plant or systems, e.g. instrument repairs, complex protection systems, complex communication systems, HV plant testing, hydraulics and mechanical systems. Multi-skilled independent worker performing a variety of complex tasks. A specialist able to select and use techniques for repair and non routine testing of equipment and can apply maintenance standards and quality control. Understanding of applied engineering theory and design relating to a specific area of Energy Queensland activity e.g. manufacturing, installation or servicing. May be required to produce service manuals for equipment being repaired.

MINIMUM QUALIFICATIONS/ TRAINING:

- * An appropriate electrical work licence issued in accordance with the Electrical Safety Regulation 2002 viz Electrical Fitter Mechanic, Electrical Linesperson, Electrical Jointer or other trade certificate as appropriate to the work undertaken, *plus 15 modules* of relevant training, or equivalent
- * Authorisation to perform inspection work if performing installation inspections.

TECHNICAL SERVICEPERSON

Grade 5

GRADE 1	GRADE 2	GRADE 3	GRADE 4	GRADE 5 Salary Point 9.0 – 9.3
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TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

- | | |
|--|---|
| * Team leadership | * Time Management |
| * Coaching | * Report Writing |
| * Works Programming and Scheduling | * Branch Trainer |
| * Design and Construction Manuals | * Supervision |
| * Computer Application and Keyboard Skills | * Preparation of material schedules |
| * Computer Aided Drafting | * Industrial Computer Interface EA911 (1 M) |
| * Fault diagnosis | * PLC theory and practice |
| * Programmable controller operation | * Microwave application |
| * Project management EB71 (1M) | * Control Computer Systems EA903 (1 M) |
| * Roles of the supervisor | * Turbo PLC Control EB 160 (2 M) |
| * Selection skills | * Project Planning EB73 (1/2 M) |
| * Time organisation | * Data Link Fundamentals EA309 (1 1/2 M) |
| * Control Interfacing EA906 (1 M) | * Precision Calibration |

Selection of modules for progression within this Grade may also include other appropriate modules.

TECHNICAL STREAM**SKILLS DEVELOPMENT OPPORTUNITIES****ELECTRICITY SYSTEM
DESIGNER/ADVISER**

<u>STREAM/ AGREEMENT LEVEL</u>	<u>CAREER PATH/ GRADE</u>	<u>DESCRIPTION</u>
TECHNICAL EMPLOYEE LEVEL 4 Salary Points 10.0-10.3	GRADE 4	Technical decisions on complex design work; technical advice; advanced knowledge and understanding of distribution design negotiation supply arrangements. Supervise work activities and training. Assist in preparation of training plans.
TECHNICAL EMPLOYEE LEVEL 4 Salary Points 9.0-9.3	GRADE 3	Technical decisions on complex layout work; technical reports; advanced knowledge of distribution systems; supervise and train staff or detailed investigations of appropriate equipment, alternative processes and various energy efficiency techniques for commercial and industrial consumers.
TECHNICAL EMPLOYEE LEVEL 3 Salary Points 7.0-8.2	GRADE 2	Multi-functional layout work on underground, overhead, and street lighting reticulation; indoor and padmount substation; routine technical work or detailed investigations of appropriate electrical equipment, commercial and industrial energy utilisation.
TECHNICAL EMPLOYEE LEVEL 2 Salary Points 5.0 – 6.2	GRADE 1	Entry level. Work under general supervision. Routine layout work on underground and overhead systems or advice to customers on utilisation of appliances and tariffs.

ELECTRICITY SYSTEM DESIGNER/ADVISER

GRADE 1

GRADE 1			
Salary Point	GRADE 2	GRADE 3	GRADE 4
5.0 – 6.2			

ENTRY REQUIREMENTS:

ENTRY LEVEL: Appointment to Grade I will be subject to availability of positions in Energy Queensland, advertisement and open selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An employee at this level is an experienced employee who exercises trade and/or other skills relevant to the specific requirements of the enterprise. The employee possesses competencies which enables the employee to exercise discretion within the scope of this level and work under general supervision either individually or in a team environment. Understand and implement quality systems, provide technical guidance to others in their work team and perform incidental and peripheral work; commensurate with the employee's training, experience and responsibilities.

It is anticipated an employee entering this Career Path would have knowledge and skills of overhead, underground, streetlighting and/or substation construction procedures and standards. It is expected the employee would bring to the position skills gained through work undertaken in another Career Path (normally achieved with at least 3 years on the job experience or equivalent).

An employee at this level would be able to perform competently in one of the following areas:

- * An employee would have basic knowledge of routine distribution design and perform layout work of a routine nature. Pole replacement work plans for LV and 11kV mains. Overhead extensions for existing transformer networks and design of underground service from overhead networks requiring no voltage drop or detailed structural calculations. Service checks for other utility assets. Estimation and preparation of approval documentation of works plans. Use of survey tools such as clinometers, theodolites and other surveying equipment. Duties undertaken would be commensurate with the employee's training, experience and responsibilities.
- * An employee would have a basic knowledge of electricity systems and consumer appliances and be able to give advice to consumers on the utilisation of appliances, applicable tariffs and electrical safety. Duties undertaken would be commensurate with the employee's training, experience and responsibilities.

MINIMUM QUALIFICATIONS/TRAINING:

- * An appropriate electrical work licence issued in accordance with the Electrical Safety Regulation 2002 viz Linesperson, Electrical Fitter Mechanic or Electrical Joiner plus 3 *modules* of industry/enterprise specific training, or equivalent.

ELECTRICITY SYSTEM DESIGNER/ADVISER

GRADE 1

GRADE 1 Salary Point 5.0 – 6.2	GRADE 2	GRADE 3	GRADE 4
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TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

- * Map reading
- * Enterprise Construction Manuals
- * Electricity Act and Regulations
- * Basic computing and keyboard skills
- * Preparing points of entry
- * Basic surveying theory
- * Enterprise clearing and environmental requirements
- * Estimating
- * CAD
- * Conditions of supply and tariffs
- * Prepare routine LV and 11kV drawings
- * Basic field surveys and pole position pegging
- * Stores procedures
- * LV schematics and HV phasing and schematics
- * Mapping
- * Basic Layout
- * Drawing and lettering
- * Mains design theory and practice
- * information sources for mains design
- * Overhead mains design
- * Theodolite Usage
- * AS 3000 wiring.

Selection of modules for progression within this Grade may also include appropriate modules not yet achieved from previous Grade.

ELECTRICITY SYSTEM DESIGNER/ADVISER

GRADE 2

GRADE 1	GRADE 2 Salary Point 7.0 – 8.2	GRADE 3	GRADE 4
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ENTRY REQUIREMENTS:

Appointment to Grade 2 will be subject to availability of positions in Energy Queensland, advertisement and open selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An employee at this level performs technical duties or exercises cross-skilling in technical fields. An employee at this level possesses competencies which enables the employee to: exercise discretion within the scope of this level and work under limited supervision either individually or in a team environment. The employee would understand and implement quality systems and provide technical guidance to others in their work team. The employee may assist in the provision of on-the-job training to others in their work team and perform incidental and peripheral work; commensurate with the employee's training, experience and responsibilities.

An employee at this level is able to perform competently in one of the following areas:

- * An employee at this level is a skilled Electricity Designer with a wide knowledge of multi-functional layout work, or who undertakes specialist work in one field. Investigate Energy Queensland and customer requirements and produce working drawings, cost estimates and construction schedules to facilitate construction up to 66kV overhead reticulation, 11kV and LV underground reticulation, padmount substation construction, indoor substation construction and streetlighting reticulation.
- * LV voltage complaints investigations and voltage drop calculations. Reconductoring LV and 11kV overhead mains. Electrical design of streetlights both underground and overhead in accordance with streetlight design parameters. Design of underground LV extension from existing transformer network. Design of overhead extensions and transformer siting without voltage drop or detailed structural calculations. Augment existing transformer sites. Survey and peg constructions using survey instruments. Establish clearing needs and costs associated with overhead and underground construction work. Consult with Authorities to ensure statutory requirements for new designs are met. Perform routine technical work and routine reports under direction. Duties undertaken would be commensurate with the employee's training, experience and responsibilities.

or

- * An employee at this level is an adviser with a wide knowledge of consumer appliances and commercial and industrial energy utilisation matters. Would be able to provide investigations of the appropriate electrical equipment and best methods of installation and use for a wide range of applications. An employee would have a knowledge of electricity systems, consumer appliances, commercial and industrial energy utilisation and be able to give advice to consumers on the utilisation of appliances and electrical equipment, applicable tariffs and electrical safety. Duties undertaken would be commensurate with the employees training, experience and training.

MINIMUM QUALIFICATIONS/TRAINING:

- * An appropriate electrical work licence issued in accordance with the Electrical Safety Regulation 2002 viz Linesperson, Electrical Fitter Mechanic or Electrical Jointer plus 9 modules of relevant training, or equivalent.

ELECTRICITY SYSTEM DESIGNER/ADVISER

GRADE 2

GRADE 1	GRADE 2 Salary Point 7.0 – 8.2	GRADE 3	GRADE 4
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TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

- * Advanced survey practices
- * Prepare job layout drawings
- * Prepare material schedules
- * Prepare way leaves
- * Cable locations enquiries and equipment
- * Interviewing customers
- * Report writing
- * Time organisation
- * Spoken communication
- * Working effectively with people

Selection of modules for progression within this Grade may also include appropriate modules not yet achieved from previous Grades.

ELECTRICITY SYSTEM DESIGNER/ADVISER

GRADE 3

GRADE 1	GRADE 2	GRADE 3 Salary Point 9.0 – 9.3	GRADE 4
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ENTRY REQUIREMENTS:

Appointment to Grade 3 will be subject to availability of positions in Energy Queensland, advertisement and open selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An employee at this level performs planning and/or technical duties or exercises cross-skilling in technical fields. The employee applies technical principles, practices, techniques and human relations skills to activities. The employee possesses competencies which enables the employee to: use an overall knowledge and understanding of the operating principles of the systems and equipment on which to carry out tasks. Exercise broad discretion within the scope of this level and work under limited supervision either individually or in a team environment. The employee understands and implements quality systems and provides technical guidance or advice within the scope of this level. Assist in the provision of on-the-job training to others in their work team; commensurate with the employee's training, experience and responsibilities.

An employee at this level is able to perform competently in one of the following areas:

- * The employee is a highly skilled specialist who is able to make technical decisions on complex layout work. The employee prepares technical reports and has advanced knowledge and understanding of distribution system design. Negotiate supply arrangements with consulting engineers and developers for commercial and industrial customers including HV and LV extensions, and siting of pole mounted, padmount or indoor transformers using standard substation drawings. Negotiate guarantee extensions and prepare Guarantee Agreements. Maintain a variety of systems and records to a high degree of accuracy. Supervise and train other staff, including the submission of works for approval. Duties undertaken would be commensurate with the employee's training, experience and responsibilities.

or

- * An employee at this level is a skilled adviser with a wide knowledge of consumer appliances and commercial and industrial energy utilisation matters. Would be able to investigate and report on the appropriate electrical equipment, alternative processes and equipment for commercial and industrial applications and best methods of installation and tariffs. Would also be able to investigate the latest developments in products, plant and equipment for consumer applications. An employee would have a knowledge of electricity systems, consumer appliances, commercial and industrial energy utilisation and be able to give advice to consumers on the utilisation of appliances and electrical equipment, applicable tariffs and electrical safety. Would be able to investigate alternative processes and development in application of electrical plant and appropriate energy efficiency techniques for commercial and industrial consumers. Duties undertaken would be commensurate with the employees training, experience and responsibilities.

MINIMUM QUALIFICATIONS/TRAINING:

- * An appropriate electrical work licence issued in accordance with the Electrical Safety Regulation 2002 viz Linesperson, Electrical Fitter Mechanic or Electrical Joiner plus 15 modules of relevant training, or equivalent.

TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

- * Future planning requirements
- * Investigation of supply problems and voltage complaints
- * Writing reports
- * One-to-one instruction
- * Coaching

Selection of modules for progression within this Grade may also include appropriate modules not yet achieved from previous Grades.

ELECTRICITY SYSTEM DESIGNER/ADVISER

Grade 4

GRADE 1	GRADE 2	GRADE 3	GRADE 4 Salary Point 10.0-10.3
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ENTRY REQUIREMENTS:

Appointment to Grade 4 will be subject to availability of positions in Energy Queensland, advertisement and open selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An employee at this level performs supervision of work activities. The employee applies technical principles, practices, techniques and human relations skills to activities. The employee possesses competencies which enables the employee to: use an overall knowledge and understanding of the operating principles of the systems and equipment on which to carry out tasks. Exercise broad discretion within the scope of this level and work under minimal supervision either individually or in a team environment. The employee understands and implements quality systems and provides technical training and advise within the scope of this level. Assists the co-ordinator in the preparation and monitoring of Training Plans. Provide on-the-job training to others in their work team; commensurate with the employee's training, experience and responsibilities.

An employee at this level is able to perform competency in the following area:

- The employee is a highly skilled specialist who is able to make technical decisions on complex design work and basic concept plans. The employee provides technical advice and has advanced knowledge and understanding of distribution system design. Negotiate supply arrangements with consulting engineers and developers for commercial and industrial customers including HV and LV extensions, and siting of pole mounted, padmounted or outdoor transformers using standard substation drawings. Negotiate electricity supply extensions and prepare Agreements. Maintain a variety of systems and records to a high degree of accuracy. Supervise work activities and train other staff, including the submission of works for approval. Assist in the preparation of training plans. Duties undertaken would be commensurate with the employee's training, experience and responsibilities.

MINIMUM QUALIFICATIONS/TRAINING:

- Certificate IV ESI Power Systems or equivalent competency and experience.
- An appropriate electrical work licence issued in accordance with the Electrical Safety Regulation 2002 viz Linesperson, Electrical Fitter Mechanic or Electrical Joiner.

TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

- Project management fundamentals
- Effective Decision Making
- Performance Planning – reviewing progress
- Managing performance problems
- Performance Planning – setting goals and expectations
- Negotiation skills for professionals
- The IPR & Performance Management
- Workplace Health & Safety rehabilitation

Selection of modules for progression within Grade may also include appropriate modules not yet achieved from previous Grades.

TECHNICAL STREAM**SKILLS DEVELOPMENT OPPORTUNITIES****SUPERVISOR**

<u>STREAM/ AGREEMENT LEVEL</u>	<u>CAREER PATH/</u>	<u>DESCRIPTION</u>
TECHNICAL EMPLOYEE LEVEL 6 Salary Points 12.0-12.5	GRADE 4	Accepts responsibility for technical expertise, planning, supervising or co-ordinating works and is accountable and responsible for output.
TECHNICAL EMPLOYEE LEVEL 5 Salary Points 11.0-11.5	GRADE 3	Applies practical techniques of analysis and technical principles, standards and practices and human relations, to new and existing technologies and supervises and manages such work.
TECHNICAL EMPLOYEE LEVEL 4 Salary Points 9.0-10.3	GRADE 2	Applies technical principles, practices, techniques and human relations skills to such activities as high level manual skills and fault diagnosis and supervises such activities.
TECHNICAL EMPLOYEE LEVEL 2/3 Salary Points 6.0-8.2	GRADE 1	Plans and organises the work of a team to meet schedules and completion times.

SUPERVISOR

GRADE 1

GRADE 1 Salary Points 6.0 – 8.2	GRADE 2	GRADE 3	GRADE 4
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ENTRY REQUIREMENTS:

ENTRY LEVEL: Appointment to Grade 1 will be subject to availability of positions in Energy Queensland, advertisement and open selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An employee at this level whose principal function is that of Trainer/Supervisor/Co-ordinator, is responsible for the work of other employees engaged at a similar or lower classification level and/or for the provision of structured on-the-job training to such employees. An employee at this level possesses competencies which enables the employee to: exercise discretion within the scope of this level and work under limited supervision either individually or in a team environment. The employee would understand and implement quality systems and provide technical guidance to others in their work team. Assist in the provision of on-the-job training to others in their work team and perform incidental and peripheral work; commensurate with the employee's training, experience and responsibilities.

The employee plans and organises the work of a team to meet schedules and completion times. May have expertise in overhead, underground and mains construction and maintenance.

The employee, where principally engaged as a trainer, may be involved in developing, delivering and administering structured technical training. May also deliver safety and first aid training. May supervise learners in learning environment. May have expertise in Electrical, Mechanical and Fabrication roles.

MINIMUM QUALIFICATIONS/TRAINING:

Appropriate trade qualification or equivalent, *plus 6 modules* of industry/enterprise specific training, or equivalent.

TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

- * Roles of the supervisor
- * Team leadership
- * Leading self managed work teams
- * Time organisation
- * Risk assessment and control techniques
- * Manual handling (for supervisors)
- * Accident investigation
- * Safety auditing
- * Control of hazardous substances
- * Workplace ergonomics
- * Selection skills
- * Works scheduler training

SUPERVISOR

GRADE 2

GRADE 1	GRADE 2 Salary Points 9.0-10.3	GRADE 3	GRADE 4
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ENTRY REQUIREMENTS:

Appointment to Grade 2 will be subject to availability of positions in Energy Queensland, advertisement and open selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An employee at this level performs the principal function of a Trainer/Supervisor/Co-ordinator, that is, is responsible for the work of other employees engaged at a similar or lower classification level and/or the provision of structured on-the-job training to such employees.

An employee at this level applies technical principles, practices, techniques and human relations skills to activities which may include, for example, high level manual skills, fault diagnosis and related tasks in a workshop, laboratory, office, field or operations function and with further information, supervises such activities. An employee possesses competencies which enables the employee to: use an overall knowledge and understanding of the operating principles of the systems and equipment on which to carry out tasks and exercises broad discretion within the scope of this level. Work under limited supervision. Provide technical guidance or advice within the scope of the level; commensurate with the employee's training, experience and responsibilities.

The employee may be required to organise and control the duties of staff relating to power system construction and maintenance. Alternatively, the employee may be responsible for such tasks as supervising contracts and auditing contract services within a local environment, including programming of contractors workload, field supervision of internal and external staff and the auditing of contract services. The employee may monitor and control material issued and returned to stock.

An employee at this level would be required to supervise more complex projects than a Supervisor Grade 1, and limit wastage by adequate supervision, programming and investigation and implementation of new and more efficient methods and procedures and attend promptly to customer problems.

Alternatively, the employee may be responsible for such tasks as supervising contracts and auditing contract services within a local environment, including programming of contractors workload, field supervision of internal and external staff and the auditing of contract services. The employee may monitor and control material issued and returned to stock. The employee may manage the provision of installation inspection services within the area of responsibility.

MAIN FUNCTIONS/BROAD COMPETENCIES: (continued)

The employee, where principally engaged as a trainer, may be required to analyse and determine technical training requirements and develop and implement training systems in addition to those requirements listed for Supervisor Grade 1.

MINIMUM QUALIFICATIONS/TRAINING:

- * Appropriate trade qualification or equivalent plus 15 modules of relevant training, or equivalent.

TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

- * Works co-ordinator training
- * Contract requirements
- * Interpersonal leadership skills
- * Quality assurance
- * Construction manuals requirements
- * Electricity Act and Regulations
- * CNL 88 First Line Management modules

Selection of modules for progression within this Grade may also include other appropriate modules.

SUPERVISOR

GRADE 3

GRADE 1	GRADE 2	GRADE 3 Salary Points 11.0 - 11.5	GRADE 4
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ENTRY REQUIREMENTS:

Appointment to Grade 3 will be subject to availability of positions in Energy Queensland, advertisement and open selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An employee at this level performs the principal function of Trainer/Supervisor/Co-ordinator, and is responsible for the work of other employees engaged at a similar or lower classification level and/or the provision of structured on-the-job training to such employees. Subject to job requirements, an employee at this level applies practical techniques of analysis and technical principles, standards and practices and human relations, to new and existing technologies in standard design, testing, inspection, plant operation, manufacturing, including fault diagnosis and maintenance, and with further information, supervises and manages such work.

Such an employee may possess competencies which enable the employee to: have an advanced knowledge and understanding of the operating principles of the systems and equipment on which to carry out tasks. Prepare detailed technical reports as required and undertake technical investigations. Prepare reports and/or recommendations on the technical suitability of equipment, procedures and test results. Estimate, quote, tender and supervise electrical/electronic projects. Exercise independent judgement and initiative within the scope of this level. Work under limited supervision. Provide technical guidance or advice; commensurate with the employee's training, experience and responsibilities.

The employee at this level may be responsible for monitoring and controlling the operation of the electrical network during normal and emergency conditions in accordance with established operating procedures. Construction and commissioning of, and the maintenance to, substation plant and associated equipment and the repair to substation buildings to the required standard by both internal and external resources in an efficient, effective and timely manner. Responsible for supervising the construction, maintenance and repair of overhead or underground electrical network including associated plant and equipment.

The employee may also be required to use interviewing skills and selection skills in staff selection and in the recognition of prior learning process, develop and implement quality systems and work instructions, research and develop in-house manuals for equipment operations and maintenance and training and recommend variation to current policies.

The employee may also be responsible for managing system contingencies and evaluation of the condition of equipment to be returned to service.

The employee, where principally engaged as a trainer, may be responsible for the establishment and co-ordination of broad training projects in addition to those requirements listed for Supervisor Grade 2. Maintaining training management system. Interpreting and recommending training policy and procedures. Investigating and recommending innovative training systems. May provide training consultation service.

MINIMUM QUALIFICATIONS/TRAINING:

- * Relevant trade qualification or equivalent plus an Advanced Diploma, or equivalent qualification.

TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

- * Advanced selection skills
- * Award and manage a contract

Selection of modules for progression within this Grade may also include other appropriate modules.

SUPERVISOR

GRADE 4

GRADE 1	GRADE 2	GRADE 3	GRADE 4 Salary Points 12.0-12.5
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ENTRY REQUIREMENTS:

Appointment to Grade 4 will be subject to availability of positions in Energy Queensland, advertisement and open selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An employee at this level performs duties as a Principal Trainer/Supervisor/Co-ordinator, that is, is responsible for the supervision and/or training of Technical Employees at lower classification levels. The employee possesses competencies which enables the employee to: perform work within broad guidelines, accept responsibility for technical expertise, planning, supervising or co-ordinating works and be accountable and responsible for output. Initiate investigations and produce resultant technical reports and provide specialist support in a range of programmed/activities. Control and co-ordinate the works programmed within budgetary constraints. Exercise a degree of autonomy, within budgetary constraints, in establishing works programmed; commensurate with the employee's training, experience and responsibilities.

The employee may be required to maintain and monitor a Works Scheduling System, provide budget input, and be responsible for controlling expenditure. The employee also may be responsible for the application of policies and establishment of administrative procedures.

The employee may prepare reports and/or recommendations on the technical suitability of equipment, procedures and test results. Estimate, quote, tender and supervise electrical/electronic projects. Exercise independent judgement and initiative within the scope of this level. Provide technical guidance or advice. Assist in the provision of on-the-job training to others in the work group. The employee is responsible for controlling expenditure.

The employee may be responsible for the effective planning, design, construction, operation and maintenance of the distribution system within a defined area by providing technical direction within time and budget constraints. The employee may provide accurate information on conditions of supply and assist in co-ordinating and negotiating supply agreements.

In addition the employee may be responsible for the monitoring and control of system operation procedures, investigation into system security, load control and contingency plans for major and/or priority customers.

The employee may be responsible for the supervision and training of clerical and non - technical employees. The employee should also possess competencies which enable the employee to accept responsibility for administration and specialist support in all areas of customer service and customer accounts including billing, field services, meter reading, tariff application, cash receipting, credit control, installation inspections, simple and complex metering and quality of supply. The provision of this specialist support may be to staff and the wider "field of consultants, architects, contractors, community leaders and the general public.

The employee may also provide a lecturing service or advise to customers, staff and community groups in an area of expertise. The employee may be responsible for the regulatory investigation of both fatal and non-fatal electrical accidents.

The employee may be responsible for the administration, supervision, control and audit of non-routine contracts in sensitive areas of credit control. The employee may also be responsible for ensuring adequate systems are in place to maintain public safety.

SUPERVISOR**GRADE 4**

GRADE 1	GRADE 2	GRADE 3	GRADE 4 Salary Points 12.0-12.5
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MINIMUM QUALIFICATIONS/TRAINING:

- * Relevant trade qualification or equivalent plus an Advanced Diploma, or equivalent qualification, plus 6 modules of relevant training, or equivalent.

TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

- * Curriculum development
- * Financial management
- * Managing quality improvement

Selection of modules for progression within this Grade may also include other appropriate modules.

TECHNICAL STREAM**SKILLS DEVELOPMENT OPPORTUNITIES****PARA-PROFESSIONALS**

<u>STREAM /</u> <u>AGREEMENT LEVEL</u>	<u>CAREER PATH/</u>	<u>DESCRIPTION</u>
TECHNICAL EMPLOYEE LEVEL 7 Salary Points 13.0-13.3	GRADE 5	Highly developed capacity to make autonomous use of advanced knowledge and understanding. Substantial accountability and responsibility for the output of others.
TECHNICAL EMPLOYEE LEVEL 6 Salary Points 12.0-12.5	GRADE 4	Accepts responsibility for technical expertise, planning, supervising or coordinating works and is accountable and responsible for output.
TECHNICAL EMPLOYEE LEVEL 5 Salary Points 11.0-11.5	GRADE 3	Skilled autonomous worker able to make independent use of a high level of theoretical and applied knowledge. Provides technical advice and guidance.
TECHNICAL EMPLOYEE LEVEL 4 Salary Points 9.0-10.3	GRADE 2	Advanced skilled autonomous worker under limited supervision. Performs tasks involving use of high degree of technical or applied theoretical knowledge.
TECHNICAL EMPLOYEE LEVEL 2/3 Salary Points 5.0-8.2	GRADE 1	Performs routine technical work on complex equipment. Assist in or undertake technical investigations under limited supervision.

This career path currently includes the disciplines of: electrical, electronic, computing, civil, mechanical, surveying, marketing and training design. It does not prevent the inclusion of other para-professional disciplines in the future.

PARA-PROFESSIONALS

GRADE 1

GRADE 1				
Salary Points	GRADE 2	GRADE 3	GRADE 4	GRADE 5
5.0-8.2				

ENTRY REQUIREMENTS:

Entry level with appropriate Advanced Diploma or equivalent qualification, or trade certificate and an Approved Training Plan leading to the completion of a relevant Advanced Diploma. Appointment will be subject to availability of positions in Energy Queensland, advertisement and open selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An employee at this level performs technical duties or exercises cross-skilling in technical fields. An employee at this level possesses competencies which enables the employee to: exercise discretion within the scope of this level and work under limited supervision either individually or in a team environment. The employee would understand and implement quality systems and provide technical guidance to others in their work team. The employee may assist in the provision of on-the-job training to others in their work team and perform incidental and peripheral work; commensurate with the employee's training, experience and responsibilities.

The employee at this level performs routine technical work which requires limited application of hands on trade, technical or marketing competencies. Contributes to, or undertakes technical investigations and prepares technical reports under limited supervision. Contributes to or undertakes detailed distribution network design and estimating. More complex tasks are allocated as the employee gains the necessary knowledge, skills and competencies.

The employee may perform installation, replacement, testing and repair (to component level) of substation, communications or computer based equipment and plant, e.g. radios, instrument repairs, relays, meters, printed circuit boards where such work is incidental to the employee's core function. High voltage plant testing. Skilled self-directed worker performing a variety of tasks including "hands-on" work under limited supervision. Able to select techniques used for repair, and understands maintenance standards and quality control. An employee at this level progresses towards a detailed understanding of distribution network design or applied electrical, electronic, computing, mechanical, civil or surveying theory relating to an area of Energy Queensland activity. The employee may perform inspection work of incoming stores items. Carry out measurements using precision measuring equipment. Provide user support for groups using Energy Queensland computer network and customised standard software packages. May be required to apply para-professional skills to the production of photographs. The employee may be required to have an understanding and provide advice on applied mechanical theory relating to component and equipment design.

An employee at this level may be required to provide technical advice on a wide range of topics, and may prepare and present designs and proposals for energy utilisation, promoting the wise and efficient use of electrical energy.

MINIMUM QUALIFICATIONS/TRAINING:

- * A relevant Advanced Diploma or equivalent qualification (Entry point with no on-the-job experience minimum Salary Point 5.0), or
- * An appropriate trade certificate plus 3 modules of relevant training., or
- * Grade 10 level of education or equivalent, plus 27 modules of appropriate training.

Trade Certificate plus Advanced Diploma or equivalent qualification minimum salary point 7.0.

PARA-PROFESSIONALS

GRADE 1

GRADE 1 Salary Points 5.0-8.2	GRADE 2	GRADE 3	GRADE 4	GRADE 5
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TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

- | | |
|---|--|
| * Basic protection theory | * Mobile radio repair |
| * Substation design | * Austel cabling |
| * Mains design theory and practices | * Basic control/communication systems |
| * Information Sources for mains design | * Current transformer metering |
| * Voltage regulation | * Demand metering principles |
| * Power system analysis | * Metering queries 1 – technical |
| * Oil analysis | * Writing Technical Reports NSC17 |
| * Earthing theory | * HV testing |
| * Protection testing | |
| * Circuitry design | * QESI HV isolation and access procedures |
| * Civil design | * Drafting circuitry |
| * Workplace Communication NMETB 54.1 | * Drafting civil |
| * Purchasing materials NMETB 16.12 | * Mechanical Drafting NMETB 75.5 |
| * Drafting standards | * Workplace Health & Safety NMETB 55.1, 55.3, QESI WHS 101, 201, 202 |
| | * Planning NMETB 67.3, QESI PLO 101, 201, 301, 402, TEM 401 |
| * Estimating | * Computing NMETB 63.1, QESI OFF 101, 201 |
| * Metallurgy | * Customer Service and Advice QESI CUS 101/201/301/401 |
| * Substation design | * Provide tariffs advice |
| * Instrumental analysis | * Metering queries – technical 101/201/301/401 |
| | |
| * Precision mechanical/electronic equipment for measuring, calibration & comparisons NMETB 13.1, 13.2, 13.6, 13.7, 23.1 | * Domestic air conditioning principles |
| * Planning, Estimating and Costing EA71 (1/2 M) | * Domestic water heating |
| * Overhead mains design | * Domestic heating and cooling |
| * Underground mains design | * Basic space heating technology |
| * Basic layout | * Basic energy auditing |
| * PC hardware / care replacement | |
| * CAD Updates | * Domestic appliance utilisation |
| * Computer communications | * Presentation skills |
| * Cooking | * PC skills |
| * Customer service | * Alternative energy sources – domestic |
| * Communication skills | * Sales techniques – 1 |
| * Customer information systems | * Basic marketing techniques |
| * Basic electrical safety | * Energy auditing – 1 |
| * AS3000 (as appropriate) | |

PARA-PROFESSIONALS

GRADE 2

GRADE 1	GRADE 2 Salary Points 9.0-10.3	GRADE 3	GRADE 4	GRADE 5
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ENTRY REQUIREMENTS:

Entry into this Grade with appropriate Advanced Diploma or equivalent qualification, or trade certificate and an Approved Training Plan leading to the completion of a relevant Advanced Diploma. Appointment to Grade 2 will be subject to availability of positions in Energy Queensland, advertisement and open selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An employee at this level performs planning and/or technical duties or exercises cross-skilling in technical fields. The employee applies technical principles, practices, techniques and human relations skills to activities which include, for example: high level manual skills, fault diagnosis and related tasks in a workshop, laboratory, office, field or operations function and with further information, supervises such activities.

Such an employee possesses competencies which enables the employee to: use an overall knowledge and understanding of the operating principles of the systems and equipment on which to carry out tasks. Perform routine technical work on complex equipment as directed and prepare technical reports as required. Exercise broad discretion within the scope of this level and work under limited supervision either individually or in a team environment. The employee understands and implements quality systems and provides technical guidance or advice within the scope of this level. Assist in the provision of on-the-job training to others in their work team; commensurate with the employee's training, experience and responsibilities.

An employee at this level is a skilled independent worker performing complex tasks under limited direction, who has the knowledge and skills and demonstrated capacity for self directed application required to perform tasks involving use of a high degree of technical or applied theoretical knowledge. An employee entering this Grade may be expected to undertake tasks such as preparation and/or review of complex detailed distribution network design, assisting with coordination of capital and maintenance projects, preparing estimates and undertaking technical and / or marketing investigations.

The employee may be responsible for a range of duties, for example, analyse system outage reports, review condition monitoring programmes, calculate and issue relay setting requirements, establish effective load and network information systems, engage contract resources and develop standard field service specifications, and design detailed circuit wiring diagrams. The employee may operate plant and equipment, purchase plant and materials and design and draft mechanical components and assemblies. The employee may be responsible for the investigation and resolution of routine customer supply complaints. The employee may provide customer information and advice. Customise standard software packages, perform hardware/software performance analysis and produce support documentation.

The employee may perform installation, testing, servicing/calibration, maintenance, repair (to component level) and fault diagnosis of complex equipment, plant or systems in a specialised area, e.g. complex protection systems, microwave systems, multi-processor control systems, high voltage plant, computer systems and networks, hydraulics and mechanical equipment. Can provide high level technical solutions to identified problems under initial direction. May modify/write programs for computer operated equipment & programmable control logic. The employee will be able to select techniques used for repair and can apply maintenance standards and quality control. The employee may design and draw layouts, specifying all required components. The employee may be required to have a high level of knowledge of relevant regulations and components. Could be expected to able to modify and improve performance of plant and equipment.

The employee may provide technical advice on a wide range of topics. The employee may prepare, present and accept responsibility for designs and proposals for applications in electrical energy utilisation. Develop and maintain customer relationships and coordinate other staff in relation to customer requirements. Present marketing programs to promote the wise and efficient use of electricity.

Duties undertaken would be commensurate with the employee's training, experience and responsibilities. As the employee develops further competencies, more complex tasks would be allocated with more independence in decision making.

PARA-PROFESSIONALS

GRADE 2

GRADE 1	GRADE 2 Salary Points 9.0-10.3	GRADE 3	GRADE 4	GRADE 5
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The employee may be required to have a detailed understanding of applied engineering theory in their own area of expertise and a general understanding of other Energy Queensland functions.

MINIMUM QUALIFICATIONS:

- * A relevant Advanced Diploma, or equivalent qualification plus 12 modules of relevant training or equivalent, or
- * An appropriate trade certificate plus 15 modules of relevant training, or equivalent, or
- * Entry to Grade 1 plus 12 modules of relevant training

TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

- | | |
|--|---|
| * Advanced substation design | * Theodolite usage |
| * Insulation co-ordination | * Surveying |
| * Load flow analysis | * LV network analysis |
| * Contract administration | * Advanced concepts of Autocad |
| * Project management EB71 (1 M) | * Personal and interpersonal effectiveness |
| * Risk management | * Flowchart a process |
| * Applied Chemistry EA670 (1 M) | * Industrial & commercial microwave application |
| * Roles of the supervisor | * Basic heating and drying applications |
| * Alternate energy systems and solutions | |
| * Time organization | * Industrial electric motors/drives applications |
| * Digital Fault Finding EA789 (1/2 M) | * Energy auditing 1 |
| * PLC theory and practice | * Energy management 1 |
| * Programmable controller operation | * Heat pumps |
| * Microwave application | * Thermal storage applications |
| * Power system concepts | * Steam production methods |
| * Power transmission systems | * Pools and Spars |
| * Distance protection | * Commercial and industrial lighting applications |
| * Protection signaling | * Marketing techniques 2 |
| * Secondary systems isolation | * Customer relations |
| * Data Communication System EA300 (1 M) | * Commercial and industrial water heating |
| * Computer hardware technology and troubleshooting | * Pumping |
| * Computer network diagnosis and fault finding | |
| * Computer operation systems | * Alternate fuel analysis |
| * PC software application support | * Sales techniques – 2 |
| * Advanced PC hardware | * Investigation & resolving customer enquiries |
| * Communication network management | * Advanced marketing principles |
| * Data network theory | * Commercial, industrial and rural tariff application |
| * ISDN networks | * Facilitation skills |
| * 802.3 Ethernet Standard | * Financial principles |
| * LSP | * Electro-technology applications |
| * PC software evaluation | * Irrigation pumping principles |
| * Quality Management EB31 (1 M) | * Basic control systems |
| * Network Layer Planning EB306 (1 M) | * Air Conditioning design |
| * Transmission Media Operations EA304 (1 ½ M) | * Commercial catering principles |
| * Commercial and industrial space heating | |
| | * Space heating |

Selection of modules for progression within this Grade may also include other appropriate modules.

PARA-PROFESSIONALS

GRADE 3

GRADE 1	GRADE 2	GRADE 3 Salary Points 11.0-11.5	GRADE 4	GRADE 5
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ENTRY REQUIREMENTS:

Appointment to Grade 3 will be subject to availability of positions in Energy Queensland, advertisement and open selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

Subject to job requirements, an employee at this level applies practical techniques of analysis and technical principles, standards and practices, and human relations, to new and existing technologies in standard design, testing, inspection, plant operation, manufacturing, including fault diagnosis and maintenance, and with further information, supervises and manages such work.

Such an employee may possess competencies which enables the employee to: have an advanced knowledge and understanding of the operating principles of the systems and equipment on which to carry out tasks. The employee would prepare detailed technical reports as required and undertake technical investigations within the scope of this level. Prepare reports and/or recommendations on the technical suitability of equipment, procedures and test results. Estimate, quote, tender and supervise electrical/electronic projects. Exercise independent judgement and initiative within the scope of this level. The employee works under limited supervision either individually or in a team environment. Understand and implement quality systems. Provide technical guidance or advice within the scope of this level. Assist in the provision of on-the-job training to others in their work team; commensurate with the employee's training, experience and responsibilities.

An employee at this level is a skilled autonomous worker able to make independent use of a high level of theoretical and applied knowledge. A range of significant duties, such as the following may be undertaken. May undertake planning/design functions and provide analysis and solutions to identified problems. Develop innovative work practices, evaluate feasibility of proposals and implement plans. Programme branch/department works. The employee may estimate, quote, tender and supervise electrical, electronic, computer or mechanical projects. Preparation and review of technically and economically sound designs to the required standards for either the extension to and repair and augmentation of the electrical network, or of mechanical plant and components. Effective and efficient utilisation of electrical network or computer network assets. Negotiate with customers, developers and consultants on technical and administrative matters relating to the provision of electricity supply, electro-technology applications, or the supply of specialist equipment. Supervision of construction by contractors. Development and preparation of software packages including user documentation. Give specialist/expert technical advice to customers.

The employee may perform or co-ordinate the evaluation, installation, testing and commissioning, servicing/calibration, maintenance, performance auditing, modification, repair (to component level) and fault diagnosis of complex substation equipment, plant or systems in a specialised area, eg. complex protection systems, microwave systems, multi-processor control systems, computer systems and networks, HV plant, hydraulics and mechanical systems. The employee is able to perform a high level of investigation and problem solving in these specialised areas. The employee may be required to have a detailed understanding of applied electrical, electronic, computing, mechanical, civil or surveying theory relating to an area of substation, control, computing or communications equipment, including interfaces with and effects upon other substation systems and may apply this understanding to the design of control and secondary systems or an understanding of applied mechanical theory relating to design of mechanical equipment. Ability to develop maintenance standards, calculate parameters, produce standard project designs and works orders, and customise/debug complex software packages under limited direction. Able to write simple computer applications in high or low level languages.

The employee may develop, implement and monitor marketing programs based on products, services or electro-technologies. This could include high level of investigation of both technical and customer aspects and preparing, presenting and accepting responsibility for detailed designs and proposals for special and unique applications of energy utilisation. May prepare and present training on various technologies.

PARA-PROFESSIONALS

GRADE 3

GRADE 1	GRADE 2	GRADE 3 Salary Points 11.0-11.5	GRADE 4	GRADE 5
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The employee is a skilled autonomous worker performing a wide variety of complex tasks, able to select and develop techniques used for repair and fault diagnosis and can apply and develop maintenance standards and quality control. Detailed understanding of applied electrical or electronic theory relating to an area of substation or communications equipment apart from their own specialised area. Understanding of the requirements and development process for maintenance standards.

MINIMUM QUALIFICATIONS/TRAINING:

- * A relevant Advanced Diploma or equivalent qualification plus 15 modules of relevant training in addition to the requirements of Grade 2 entry, or equivalent, or
- * An appropriate trade certificate plus relevant Advanced Diploma or equivalent qualification.

TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

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|--|--|
| * Advanced protection schemes | * TCPIP implementation and theory |
| * Sequential components theory | * Computer operating system administ |
| * Dissolved gas analysis | * Computer network management |
| * Insulation testing and ageing | * Coaching skills |
| * Marketing skills | * Network applications support |
| * Presenting Reports NCS15 | * Computer applications support |
| * Introduction to Environment Management EB76 (11/2 M) | |
| * Team leadership | * Asset control |
| * Leading self managed work teams | * Selection skills |
| * Negotiation skills NCS09 | * One to One coaching |
| * Interpersonal leadership skills | * Project management |
| * Advanced maintenance procedures | * Advanced commercial & industrial heating |
| | * Advanced drying techniques & equip |
| * System plan interfaces | * Electric vehicles performance & applicati |
| * Circuit design (electronic) | * Fruit ripening techniques |
| * Digital radio | * Climate control systems & applications |
| * Microwave systems design | |
| | * Advanced C & I lighting applications |
| * Maximising windows | * Customer negotiation skills |
| * Distribution control system | * Advanced air conditioning |
| * Micro-processor systems and tools | |
| * Debug / fault finding techniques for microprocessors | * Advanced lighting design and application |
| * Software testing techniques | * Complex C & I and rural end use applications |
| | * Advanced heat pump applications |
| * Analogue audit/calibration procedures | * Demand analysis |
| | * Statistical interpretation |
| * Quality Control and Computing EB40 (1/2 M) | * Market research |
| * Advanced Protel Schematic | * Electro-technology design |
| * Advanced Protel Autotrax | * Electro-technology development |
| * Intermediate Autocad | * Advanced heat transfer and recovery |
| * Specification writing and analysis | * Advanced marketing techniques |
| * Presentation skills | |
| * Public speaking | |
| | |
| * Advanced commercial catering applications | |
| * Advanced energy auditing and analysis | |

Selection of modules for progression within this Grade may also include other appropriate modules.

PARA-PROFESSIONALS

GRADE 4

GRADE 1	GRADE 2	GRADE 3	GRADE 4 Salary Points 12.0-12.5	GRADE 5
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ENTRY REQUIREMENTS:

Appointment to Grade 4 will be subject to availability of positions in Energy Queensland, advertisement and open selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An employee at this level possesses competencies which enables the employee to: perform work within broad guidelines. The employee accepts responsibility for technical expertise, planning, supervising or co-ordinating works and is accountable and responsible for output. Initiate investigations and produce resultant technical reports. Work independently as a specialist or in a team. Provide specialist support in a range of programmes/activities and control and co-ordinate the works programme within budgetary constraints. Exercise a degree of autonomy, within budgetary constraints, in establishing works programmes. The employee will perform duties as a Principal Trainer/Supervisor/Coordinator, that is, be responsible for the supervision and/or training of Technical Employees at lower classification levels; commensurate with the employee's training, experience and responsibilities.

The employee is a skilled autonomous worker able to make independent use of a high level of theoretical and applied knowledge. Able to undertake significant planning, development, design, specification and procurement functions and provide independent analysis, advice and creative solutions to problems identified by the worker through their skills and knowledge. Responsibilities may include the following: Co-ordinate and supervise the design and drafting activities required for construction of zone substations, maintenance of the power distribution system or mechanical projects to meet various regulations and safety requirements. Manage a design team producing distribution network, circuitry or component designs and works orders or complex mechanical projects. Develop and maintain uniform design practices. Manage technical and human resources to meet project targets. Program branch/department capital and maintenance works. Contributes to or undertakes staff selection. Develop, implement and manage major/complex marketing projects.

The employee may perform remote diagnostics/modification and backup systems to restore facilities and manage the safe and efficient restoration/repair of complex equipment and systems following breakdowns. This may require giving instructions and technical advice to operators and/or support personnel at remote sites to ensure integrity and operability of the systems is maximised under contingencies. This work requires substantial knowledge of systems and failure/recovery characteristics and the ability to investigate and solve complex systems problems including debugging of software applications. Able to write significant computer applications in high or low level languages.

The employee may evaluate new equipment/techniques for performing functions and may be responsible for specifying new materials equipment and services. The employee may be responsible for testing and/or calibrating complex electrical/electronic equipment and systems including software. The employee may be responsible for authorising controlled documents (those which control a process) in a quality system. Ability to write computer programs to automate work processes.

The employee may be expected to work in a team environment and may be employed in a Mechanical Engineering environment associated with design, specification, procurement, and the provision of technical advice on mechanical equipment.

MINIMUM QUALIFICATIONS/TRAINING:

- * A relevant Advanced Diploma or equivalent qualification plus 6 modules of relevant training in addition to the requirements for Grade 3, or equivalent.

PARA-PROFESSIONALS

GRADE 4

GRADE 1	GRADE 2	GRADE 3	GRADE 4 Salary Points 12.0-12.5	GRADE 5
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TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

- * Instruction skills
- * Creative thinking
- * Advanced electronic systems
- * Financial management
- * Strategic marketing
- * Advanced selection skills
- * Total Quality Management
- * Diagnostic techniques
- * Computer system platforms
- * Advanced control techniques (distribution automation sequences)
- * Programming in assembler/macro-assembler language
- * Database techniques
- * Network analysis tools and techniques
- * UNIX system programming
- * Real time operating systems
- * Commissioning application software in network environments
- * Software quality control techniques
- * Communication skills
- * Computer network design
- * Network Security
- * Train the trainer
- * TQM team leader
- * Managing quality improvement
- * Leading for quality and customer focus
- * Employee coaching and counselling
- * Market segmentation
- * Advanced electro-technology
- * Market analysis
- * Marketing program development
- * Demand side management
- * Tariff analysis and selection
- * Advanced negotiating skills
- * Customise computer packages
- * Training course development
- * Promotional strategy
- * Advanced heat pump design
- * Advanced PC applications e.g. finite element analysis

Selection of modules for progression within this Grade may also include other appropriate modules.

PARA-PROFESSIONALS

GRADE 5

GRADE 1	GRADE 2	GRADE 3	GRADE 4	GRADE 5 Salary Points 13.0-13.3
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ENTRY REQUIREMENTS:

Appointment to Grade 5 will be subject to availability of positions in Energy Queensland, advertisement and open selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An employee at this level possesses competencies which enables the employee to: accept a high degree of responsibility for technical expertise, planning, supervising or co-ordinating works. The employee is accountable and responsible for output. Initiate investigations and produce resultant technical reports. The employee may work independently as a specialist or in a team and provide specialist support in a range of programmes/activities. Display interpersonal skills in the performance of the function and develop and implement significant work programmes. The employee will perform duties as a Principal Trainer/ Supervisor/ Co-ordinator and is responsible for the supervision and/or training of Technical Employees at lower classification levels; commensurate with the employee's training, experience and responsibilities.

A skilled worker with a highly developed capacity to make autonomous use of advanced knowledge and understanding. May undertake significant high level creative planning design, and/or management functions and may have a substantial accountability and responsibility for the output of others. A high level of supervision of others may be involved and the development and implementation of procedures and processes to obtain the required performance and productivity may form part of the functions at this level.

The employee may be responsible for various elements of systems including integrity of system functions and information provided. The employee will have comprehensive knowledge of systems for which he/she is responsible and may be required to optimise performance to achieve desired outcomes. The employee may be responsible for developing and implementing special testing procedures and for developing/maintaining quality systems and standards.

The employee may have an in-depth knowledge of marketing and may be responsible for commercial decisions relating to the pricing, purchasing, and selling of electricity.

MINIMUM QUALIFICATIONS/TRAINING:

- * A relevant Advanced Diploma or equivalent qualification plus 6 modules of relevant training in addition to the requirements for Grade 4, or equivalent.

TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

- | | |
|--|---|
| * Financial management | * Advanced risk management |
| * Accounting practices | * Client / server architecture concepts |
| * Performance evaluation | * Information technology contract management |
| * Statistical analysis | * Computer systems analysis and design |
| * Harmonic analysis | * Train the trainer |
| * Transient analysis | * Specialised electro-technology design & application |
| * Managing staff | * Economic evaluation |
| * Programme in high level languages (eg C++, autolisp) | * Electricity trading |
| * Systems Analysis | * Business management |
| * Curriculum development | * New product development |
| * Communications for business | * Marketing channel |
| * Business law | * Marketing project |
| * Course development | |

Selection of modules for progression within this Grade may also include other appropriate modules.

TECHNICAL STREAM**SKILLS DEVELOPMENT OPPORTUNITIES****SYSTEM OPERATOR**

<u>STREAM/ AGREEMENT LEVEL</u>	<u>CAREER PATH / GRADE</u>	<u>DESCRIPTION</u>
TECHNICAL EMPLOYEE LEVEL 8 Salary Points 14.0-14.3	GRADE 5	Manages multiple emergencies & system security/economics. Supervises staff & system operation. Scheduling of generation plant, load forecasting, approves predicted outages & prepares contingency plans.
TECHNICAL EMPLOYEE LEVEL 7 Salary Points 13.0-13.3	GRADE 4	Generation plant co-ordination, economic control, generation & transmission security control, frequency control, & demand management. Short term load forecasting & generation plant scheduling. Transmission plant outages research & approval.
TECHNICAL EMPLOYEE LEVEL 6 Salary Points 12.0-12.5	GRADE 3	Manages operational constraints of control system & conducts load flow studies. Hydro control where relevant.
TECHNICAL EMPLOYEE LEVEL 5 Salary Points 11.0-11.5	GRADE 2	Responsible for system control, including system security control, load shifts performed & storm start up. Manages emergency situations & implements counter disaster plans.
TECHNICAL EMPLOYEE LEVEL 4 Salary Point 10.3	GRADE 1 Entry Point.	Responsible for system control & monitoring, risk/contingency/alarm analysis, weather monitoring, load shifting & switching control. Updates operational records & performs system restoration.
TECHNICAL EMPLOYEE LEVEL 4 Salary Point 9.0-10.2	SYSTEM OPERATOR TRAINING	Undertakes extensive training which will lead to knowledge and competency required for appointment to System Operator Grade 1

**SYSTEM OPERATOR
(TRAINING)**

SYSTEM OPERATOR (TRAINING) 9.0-10.2	GRADE 1	GRADE 2	GRADE 3	GRADE 4	GRADE 5
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ENTRY REQUIREMENTS:

ENTRY LEVEL: Appointment as System Operator (Training) will be subject to availability of positions in Energy Queensland, advertisement and open selection procedures.

MAIN FUNCTIONS / BOARD COMPETENCIES:

An employee at this level undertakes an extensive training program, which will include gaining knowledge and competency, in all aspects of and leading to subsequent appointment as System Operator Grade 1. This also includes performing planning and/or technical duties or exercises cross-skilling in technical fields.

The employee will develop skills in system control operations including volt, load and SCADA control, system monitoring, switching sheet writing and authorization, updating operational records, risk and contingency and alarm analysis, weather monitoring and load shifting and switching control. Communication occurs with field staff, management, customers and other system control staff during normal, reduced security and emergency situations.

MINIMUM QUALIFICATION/TRAINING

- * Completion of an appropriate trade certificate, plus 15 *modules* of relevant training, or equivalent, which would include the following knowledge:
 - System protection philosophy and system configuration
 - Plant capabilities and communication systems
 - High voltage isolation and access procedures
 - Accepted industry operating practices
 - Control room support facilities
 - Foundation knowledge of electrical theory at advanced certificate level or equivalent
 - Organizational structures

TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

- * Switchgear
- * Substations
- * System Security
- * Emergency Operations
- * Monitoring Skills
- * Customer Service
- * System Configuration
- * Interpersonal Skills
- * Switching / Access Procedures

SYSTEM OPERATOR

GRADE 1

SYSTEM OPERATOR (TRAINING)	GRADE 1 Salary Points 10.3	GRADE 2	GRADE 3	GRADE 4	GRADE 5
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ENTRY REQUIREMENTS:

ENTRY LEVEL: Appointment to Grade 1 will be subject to availability of positions in Energy Queensland, advertisement and open selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An employee at this level performs planning and/or technical duties or exercises cross-skilling in technical fields. The employee applies technical principles, practices, techniques and human relations skills to activities which include, for example: high level manual skills, fault diagnosis and related tasks in a workshop, laboratory, office, field or operations function and with further information, supervises such activities.

Such an employee possesses competencies which enables the employee to: perform routine technical work on complex equipment as directed and use an overall knowledge and understanding of the operating principles of the systems and equipment on which to carry out tasks. Prepare technical reports as required. Exercise broad discretion within the scope of this level and work under limited supervision either individually or in a team environment. The employee understands and implements quality systems and provides technical guidance or advice within the scope of this level. Assist in the provision of on-the-job training to others in their work team and perform incidental and peripheral work; commensurate with the employee's training, experience and responsibilities.

An employee at this level is responsible for the minute to minute supervision and control of a high voltage distribution system within a designated control centre. Control functions normally follow established practices, principles and standards. However control during abnormal and emergency situations require the System Operator to be competent to make quick decisions with a high degree of autonomy. The employee is responsible for system control including volt, load and SCADA control, system monitoring, risk and contingency and alarm analysis, weather monitoring and load shifting and switching control. The employee also controls access/test permits, updates operational records, performs system restoration and organises field staff for switching and repairs. The employee reports on outages, load shifts, reduced security and contingencies and performance of support facilities. The employee processes customer contacts and undertakes written and electronic system event reporting. Communication occurs with field staff, management, customers and other system control staff during normal, reduced security and emergency situations. The employee provides advice on operational matters and safe procedures and undertakes lectures and tours for visitors and operational staff.

An employee at this level supervises operational constraints of the system and undertakes switching co-ordination. The employee also undertakes various planning/research activities including plant outages research and approval, switching program production and distribution and also designs, develops and updates system control information and support facilities. The employee develops contingency plans, arranges field staff and provides input to system planning and equipment design.

MINIMUM QUALIFICATIONS/TRAINING:

- * Completion of an appropriate trade certificate, or equivalent, **plus 15 modules** of relevant training, or equivalent, which would include the following knowledge:
 - System protection philosophy and system configuration
 - Plant capabilities and communication systems
 - High voltage isolation and access procedures
 - Accepted industry operating practises
 - Control room support facilities
 - Foundation knowledge of electrical theory at advanced certificate level or equivalent
 - Organisational structures

SYSTEM OPERATOR

GRADE 1

SYSTEM OPERATOR (TRAINING)	GRADE 1 Salary Points 10.3	GRADE 2	GRADE 3	GRADE 4	GRADE 5
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TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

- * Electrical Theory 1
- * Circuit Theory 1
- * Power Line Theory
- * Transformer Theory 1
- * Generators 1
- * Transformers & Regulators 1
- * Reactive Devices 1
- * Lines & Cables 1
- * Switchgear 1
- * Substations 1
- * System Security 1
- * Plant Capabilities I
- * System Configuration 1
- * Switching/Access Procedures 1
- * Communication Skills 1
- * Customer Service 1
- * Support Facilities 1
- * General Procedures 1
- * Emergency Operations 1
- * Monitoring Skills
- * SCADA/Control Equipment
- * Interpersonal Skills
- * Communication Equipment 1

SYSTEM OPERATOR

GRADE 2

SYSTEM OPERATOR (TRAINING)	GRADE 1	GRADE 2 Salary Points 11.0-11.5	GRADE 3	GRADE 4	GRADE 5
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ENTRY REQUIREMENTS:

Appointment from Grade 1 to Grade 2 will be subject to availability of positions in Energy Queensland, advertisement and open selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

Subject to job requirements, an employee at this level applies practical techniques of analysis and technical principles, standards and practices, and human relations, to new and existing technologies in standard design, testing, inspection, plant operation, manufacturing, including fault diagnosis and maintenance, and with further information, supervises and manages such work.

Such an employee may possess competencies which enables the employee to: have an advanced knowledge and understanding of the operating principles of the systems and equipment on which to carry out tasks. The employee would prepare detailed technical reports as required and undertake technical investigations within the scope of this level. Prepare reports and/or recommendations on the technical suitability of equipment, procedures and test results. Estimate, quote, tender and supervise electrical/electronic projects. Exercise independent judgement and initiative within the scope of this level. The employee works under limited supervision either individually or in a team environment. Understand and implement quality systems. Provide technical guidance or advice within the scope of this level. Assist in the provision of on-the-job training to others in their work team; commensurate with the employee's training, experience and responsibilities.

In addition to the functions and responsibilities of System Operator Grade 1, the employee at this level is responsible for the following tasks and functions within a designated control centre. The employee is responsible for system control, including system security control, load shifts performed, storm start up and issuing access/test permits. The employee manages emergency situations and the training of operational staff. The employee implements counter disaster plans.

MINIMUM QUALIFICATIONS/TRAINING:

- * Completion of an appropriate trade certificate plus a relevant Advanced Diploma or equivalent.

TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

- * Electrical Theory 2
- * Circuit Theory 2
- * Power Line Theory 2
- * Transformer Theory 2
- * Real/Reactive Power 1
- * Protection 1
- * System Security 2
- * System Configuration 2
- * Organisation 1
- * Agreements and Acts 1
- * Emergency Operations 2
- * Outage Co-ordination 1
- * Training Co-ordination
- * Communication Equipment 2

Selection of modules for progression within this Grade may also include appropriate modules not yet achieved from previous Grade.

SYSTEM OPERATOR

GRADE 3

SYSTEM OPERATOR (TRAINING)	GRADE 1	GRADE 2	GRADE 3 Salary Points 12.0-12.5	GRADE 4	GRADE 5
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ENTRY REQUIREMENTS:

Appointment will be subject to availability of positions in Energy Queensland, advertisement and open selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An employee at this level possesses competencies which enables the employee to: perform work within broad guidelines. The employee accepts responsibility for technical expertise, planning, supervising or coordinating works and is accountable and responsible for output. The employee initiates investigations and produces resultant technical reports. Work independently as a specialist or in a team. Provide specialist support in a range of programme/activities and control and co-ordinate the works programme within budgetary constraints. Exercise a degree of autonomy, within budgetary constraints, in establishing works programmes. The employee will perform duties as a Principal Trainer/Supervisor/Coordinator, that is, be responsible for the supervision and/or training of Technical Employees at lower classification levels; commensurate with the employee's training, experience and responsibilities.

In addition to the functions and responsibilities of System Operator Grade 2, the employee at this level is responsible for the following tasks and functions within a designated control centre. The employee manages the operational constraints of the system and conducts load flow studies. The employee is responsible for hydro control where relevant.

MINIMUM QUALIFICATIONS/TRAINING:

- * A relevant Advanced Diploma or equivalent qualification, plus 6 modules of relevant training in addition to the requirements of Grade 2 entry, or equivalent.

SYSTEM OPERATOR

GRADE 3

SYSTEM OPERATOR (TRAINING)	GRADE 1	GRADE 2	GRADE 3 Salary Points 12.0-12.5	GRADE 4	GRADE 5
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TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

- * Electrical Theory 3
- * Power Line Theory 3
- * Real/Reactive Power 2
- * Transients Theory
- * Short Circuit Conditions
- * Power Station Equipment 1
- * Generators 2
- * Transformers & Regulators 2
- * Reactive Devices 2
- * Lines & Cables 2
- * Switchgear 2
- * Substations 2
- * Protection 2
- * System Security 3
- * Plant Capabilities 2
- * Voltage Control 1
- * Load Flow 1
- * Organisation 2
- * Switching/Access Procedures 2
- * System Configuration 3
- * Communication Skills 2
- * Customer Service 2
- * Support Facilities 2
- * General Procedures 2
- * Agreements & Acts 2
- * Emergency Operations 3
- * SCADA/Control Equipment
- * Outage Co-ordination 2
- * Reporting & Documentation 1
- * Commissioning
- * Staff Supervision
- * Staff Administration
- * Communication Equipment 3

Selection of modules for progression within this Grade may also include appropriate modules not yet achieved from previous Grades.

SYSTEM OPERATOR

GRADE 4

SYSTEM OPERATOR (TRAINING)	GRADE 1	GRADE 2	GRADE 3	GRADE 4 Salary Points 13.0-13.3	GRADE 5
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ENTRY REQUIREMENTS:

Appointment to Grade 4 will be subject to availability of positions in Energy Queensland, advertisement and open selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An employee at this level possesses competencies which enables the employee to: accept a high degree of responsibility for technical expertise, planning, supervising or co-ordinating works. The employee will be accountable and responsible for output. Initiate investigations and produce resultant technical reports. The employee may work independently as a specialist or in a team and provide specialist support in a range of programme/activities. Display interpersonal skills in the performance of the function and develop and implement significant work programmes. The employee will perform duties as a Principal Trainer/Supervisor/Co-ordinator and is responsible for the supervision and/or training of Technical Employees at lower classification levels; commensurate with the employee's training, experience and responsibilities.

In addition to the functions and responsibilities of System Operator Grade 3, the employee at this level is responsible for the following tasks and functions within a designated control centre. The employee is responsible for various elements of system control including generation plant co-ordination, economic control, generation and transmission security control, frequency control and demand and hydro management. The employee undertakes generation outage reporting. The employee communicates with power station and other system control staff during normal and emergency situations and provides advice on generation and major transmission operation. The employee undertakes various planning and research tasks including short term load forecasting, short term generation plant scheduling and transmission plant outages research and approval. The employee will have comprehensive knowledge of Queensland's power station plant and protection and interconnected transmission system.

MINIMUM QUALIFICATIONS/TRAINING:

- * A relevant Advanced Diploma or equivalent qualification, plus 6 modules of relevant training in addition to the requirements of Grade 3 entry, or equivalent.

TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

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|-----------------------------|-------------------------------|
| * Power Station Equipment 2 | * Load Flow 2 |
| * Generators 3 | * System Configuration 4 |
| * Excitation System/A VR | * Emergency Operations 4 |
| * System Security 4 | * Reporting & Documentation 2 |
| * Economic Operation | * Hydro Management |
| * Plant Capabilities 3 | * Frequency Control |
| * Voltage Control 2 | * Voltage Stability |
| * Transient Stability | |

Selection of modules for progression within this Grade may also include appropriate modules not yet achieved from previous Grades.

SYSTEM OPERATOR

GRADE 5

SYSTEM OPERATOR (TRAINING)	GRADE 1	GRADE 2	GRADE 3	GRADE 4	GRADE 5 Salary Points 14.0-14.3
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ENTRY REQUIREMENTS:

Appointment to Grade 5 will be subject to availability of positions in Energy Queensland, advertisement and open selection procedures.

MAIN FUNCTIONS/BROAD COMPETENCIES:

An employee at this level possesses competencies which enables the employee to: undertake significant responsibility as an operational expert, supervision or co-ordination and provide a high level of creative planning, design and associated managerial functions. The employee will establish and review guidelines and devise new approaches to design, operation, development or investigation. The employee is accountable and responsible for output, and works independently as a specialist, supervisor, manager within the operational workforce. The employee displays interpersonal skills in the performance of the employee's function and develops and implements significant works programmes. Exercises initiative in the production and application of Standards and Procedures, and performs duties as a Principal Trainer/Supervisor/Coordinator, i.e. responsible for the supervision and/or training of Technical Employees at lower classification levels; commensurate with the employee's training, experience and responsibilities.

In addition to the functions and responsibilities of System Operator Grade 4, the employee at this level is responsible for the following tasks and functions within a designated control centre. The employee provides written and electronic reporting of system events during normal and emergency situations, and undertakes communication with ESI managers, staff, public relations personnel and others during normal and emergency situations. An employee at this level is responsible for a number of supervisory/management tasks. The employee manages multiple emergencies (storms, cyclones, floods), ensures operational instructions are maintained, manages system security/economics and manages emergency situations. The employee supervises control room staff and system operation and supervises on-shift training of trainee controllers. Various planning/research tasks include load forecasting, scheduling of generation plant, approving predicted generation and transmission outages and preparing contingency plans. An employee at this level is expected to have detailed knowledge of industry organisational structure, and have developed knowledge of system event reporting and management alert.

MINIMUM QUALIFICATIONS/TRAINING:

- * A relevant Advanced Diploma or equivalent qualification, plus 4 modules of relevant training in addition to the requirements of Grade 4 entry, or equivalent.

TYPICAL TRAINING MENU FOR PROGRESSION WITHIN THIS GRADE THROUGH AN APPROVED TRAINING PLAN:

- * Scheduling & Load Forecasting
- * Organisation 3
- * Communication Skills 3
- * Reporting & Documentation 3
- * Demand Management

Selection of modules for progression within this Grade may also include appropriate modules not yet achieved from previous Grades.

Undertakings in relation to AG2024/2190 - Energy Queensland Union Collective Agreement 2024 (Fair Work Act 2009 (Cth) – s.190).

With respect to AG2020/2190 - Energy Queensland Union Collective Agreement 2024, Energy Queensland undertakes to:

1. Read and interpret “Clause 10.5 Compassionate Leave” of the Agreement in conjunction with the National Employment Standards (NES). This includes specifically on the entitlement when the employee, their spouse or de facto partner has a miscarriage or gives birth to a stillborn child. In addition, where there is an inconsistency between this Agreement clause and the NES, and the NES provides a greater benefit, the NES provision will apply to the extent of the inconsistency.



Brad Montgomery
General Manager Human Resources
Energy Queensland
28 June 2024