

## **REGISTER OF ENTERPRISE AGREEMENTS**

**ENTERPRISE AGREEMENT NO:** EA04/311

**TITLE: Silcar High Voltage and Electrical Services Business Unit  
Enterprise Agreement 2004-2005**

**I.R.C. NO:** IRC4/5830

**DATE APPROVED/COMMENCEMENT:** 15 October 2004

**TERM:** 12 months

**NEW AGREEMENT OR  
VARIATION:** New

**GAZETTAL REFERENCE:** 17 December 2004

**DATE TERMINATED:**

**NUMBER OF PAGES:** 14

**COVERAGE/DESCRIPTION OF**

**EMPLOYEES:** The agreement only applies to all employees of Siemens Ltd and Thiess Pty Ltd trading as Silcar High Voltage Electrical Services, who fall within the coverage of the Electrical, Electronic and Communications Contracting Industry (State) Award

**PARTIES:** Silcar High Voltage and Electrical Services -&- the Electrical Trades Union of Australia, New South Wales Branch

# **SILCAR HIGH VOLTAGE AND ELECTRICAL SERVICES ENTERPRISE AGREEMENT 2004- 2005**

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## **1. Introduction**

This Agreement has been jointly developed by Silcar High Voltage and Electrical Services Business Unit ABN 19 839 038 065, its employees and the Electrical Trades Union of Australia, New South Wales Branch, with the purpose of developing and implementing workplace reform strategies so as to produce an environment aimed directly at improving the competitiveness of Silcar High Voltage and Electrical Services Business Unit within the marketplace, thus delivering projects on time and within budget along with job satisfaction and security for employees.

## **2. Title**

This Agreement shall be known as the Silcar High Voltage and Electrical Services Enterprise Agreement 2004-2005. ABN 19 839 038 065

## **3. Definitions**

For the Purpose of this Agreement:

"Agreement" means this Enterprise Agreement.

"Company" means Silcar High Voltage and Electrical Services Business Unit

This agreement only applies to that part of the business of Siemens Ltd and Thiess Pty Ltd trading as Silcar designated as "Silcar high Voltage Electrical Services".

"Employee" means an employee of Silcar High voltage and Electrical Services Business Unit performing work within the scope of this Agreement.

"Parent Award " means the Electrical Electronic and Communication Contracting Industry (State) Award.

"Union" means the Electrical Trades Union of Australia, New South Wales Branch

## **4. Objectives**

The parties to this Agreement are committed to the following shared objectives:

To ensure customer satisfaction in the provision of services.

Increasing the competitiveness, productivity, efficiency and flexibility of the Company and its workforce.

Creating a co-operative, safe and productive environment on the Company's projects.

Continuing the development of more flexible, efficient and adaptable management and work practices.

Establishing and developing better and more effective communication and consultation between the Company and employees.

To foster a commitment to the Company's Quality Management System.

Improving job security and the working environment.

To provide for the use of the full range of skills and knowledge held by employees.

To implement a training skills enhancement program consistent with the provisions of the Parent Award and this Agreement for all employees.

To substantially reduce disputation and eliminate lost time due to disputation

## **5. Parties Bound**

This Agreement shall be binding upon:

- i) That part of the business of Siemens Ltd and Thiess Pty Ltd trading as Silcar designated as "Silcar high Voltage Electrical Services", and specifically excludes all other Silcar operations.
- ii) All employees of Silcar High Voltage and Electrical Services Business Unit whether members of the Union or not, engaged in any of the occupations, industries or callings specified in the Parent Award, and Electrical Trades Union of Australia, New South Wales Branch.

This Agreement applies to the Company in respect to all employees within Silcar High Voltage and Electrical Services Business Unit who are engaged pursuant to the Parent Award and who are engaged upon work covered by this agreement within the New South Wales.

## **6. Application of Agreement**

If that part of the business of Siemens Ltd and Thiess Pty Ltd trading as Silcar designated as "Silcar high Voltage Electrical Services" Silcar High Voltage and Electrical Services Business Unit (and specifically excludes all other Silcar Operations) has secured work outside New South Wales, an employee whom normally works within Silcar High Voltage and Electrical Services Business Unit in New South Wales:

- i) Will be paid at the rates outlined in this agreement if specifically requested by the Company to work on that site.
- ii) May be offered work at that location at the rates that apply for that area and if applicable, taking into account clause 30, Distant Work.
- iii) May determine that redundancy would be more appropriate.

Where there is any inconsistency between this Agreement and the Parent Award, the Agreement shall prevail to the extent of the inconsistency.

## **7. Date of Operation**

This Agreement shall come into operation from the date of registration and remain in force until 30 October 2005.

The parties to this Agreement shall continuously monitor the application of the Agreement via a Consultative Committee.

## **8. No Extra Claims**

The Employees and the Union shall not pursue any extra claims, either Award or over Award for the life of the Agreement. Without limiting the generality of the foregoing, there shall be no industrial action for the purpose of supporting or advancing claims against the company in relation to the above, until the Agreement's nominal expiry date has passed. Where any disagreement arises, the parties shall follow the Dispute Settlement Procedure contained in this Agreement.

## **9. Not to be Used as a Precedent**

This Agreement shall not be used in any manner whatsoever to obtain similar arrangements or benefits in any other State, Territory, Division, Plant or Enterprise.

## **10. Conditions of Employment**

This agreement shall be read and interpreted wholly in conjunction with the Electrical Electronic and Communication Contracting Industry (State) award as varied during the life of this agreement provided that

where there is any inconsistency between this agreement and the Electrical Electronic and Communication Contracting Industry (State) award; this agreement shall take precedence to the extent of the inconsistency.

It is a term and condition of employment and of the obligations and rights occurring under this Agreement, that an employee:

- i) properly use and maintain all appropriate protective clothing and tools and equipment supplied by the Company for specified circumstances; and
- ii) use any technology and perform any duties which are within the limits of the employee's skill, competence and training; and
- iii) Understand that termination of employment will be based on job requirements and skills and that the principle of "last on - first off" will not apply. It is the needs and requirements of the Company, together with the efforts, skills and abilities of the employee which will be the determining factors regarding the retrenchment of employees. However, where efforts, skills and abilities are equal then seniority shall take precedence; and
- iv) maintain commitment to, and comply with the Company's directions (consistent with the objectives of the Agreement) with respect to, safety, quality, site cleanliness and waste management; and
- v) provide and maintain an adequate kit of tools in accordance with Parent Award requirements; and
- vi) be committed to the objectives in Clause 4 of this Agreement

All new employees (other than casuals) will be engaged on the basis of a 3-month probationary period, which shall count as service. The Company reserves the right to terminate a probationary employee at any time during this 3 month period subject to a week's notice or payment in lieu thereof.

The Company's right to employ persons on a specified task and/or specified period basis is acknowledged.

#### **11. Anti Discrimination**

- i) It is the intention of the parties to seek to achieve the object in section 3 (f) of the *Industrial Relations Act* 1996 to prevent and eliminate discrimination in the workplace. This includes discrimination on the grounds of race, sex, marital status, disability, homosexuality, transgender identity and age.
- ii) It follows that in fulfilling their obligations under the dispute resolution procedure set out in this agreement the parties have obligations to take all necessary steps to ensure that the operation of the provisions of this agreement are not directly or indirectly discriminatory in their effect.
- iii) Under the *Anti-Discrimination Act* 1977, it is unlawful to victimise an employee because the employee has made or may make or has been involved in a complaint or unlawful discrimination or harassment.

Nothing in this clause is to be taken to affect:-

- i) any conduct or act which is specifically exempted from anti-discrimination legislation
- ii) offering or providing junior rates of pay to persons under 21 years of age
- iii) any act or practice of a body established to propagate religion which is exempted under section 56(d) of the *Anti Discrimination Act* 1977
- iv) a party to this agreement from pursuing matters of unlawful discrimination in any State or Federal jurisdiction

This clause does not create legal rights or obligations in addition to those imposed upon the parties by the legislation referred to in this clause.

## **12. Dispute Settlement Procedure**

The parties agree that one of the fundamental objectives of this Agreement is to eliminate lost time in the event of a dispute. Further that it is in the best interests of both parties to achieve prompt resolution of disputes.

The most effective procedure to achieve this is for the responsibility for resolution to remain as close to the source as is possible, it is with this uppermost in mind that the parties agree to strictly adhere to the dispute settlement procedure as follows:

The employee/s or accredited employees representative wishing to raise any matter affecting the employee/s shall:

- i) Initially raise the matter with the employee/s immediate supervisor/foreperson. If agreement is not reached at this level, the employee/s or representatives shall, then:
- ii) Raise the matter with the Company Manager or his representative. If agreement is not reached at this level and an employee representative has been involved, the employee representative will then;
- iii) Be provided with telephone facilities to speak to an official of the Union and request representation at a further conference to be held at a date and time mutually acceptable.
- iv) Should negotiations as prescribed in (a) above fail, the matter (where appropriate) shall be referred to Silcar High Voltage and Electrical Services Business Unit Senior Management and the State Secretary of the Union within five working days, at which level a conference of the parties shall be convened without delay.
- v) In the absence of agreement, either party may refer the matter to the NSW Industrial Relations Commission for resolution by conciliation and/or arbitration.
- vi) Whilst the above procedure is being affected, work shall continue normally.
- vii) All recommendations, orders and/or directions of the NSW Industrial Relations Commission shall be strictly observed by all parties subject to the industrial rights of the parties.

## **13. Consultative Mechanism**

The parties agree that a precondition for the effective operation of the Agreement is the establishment of consultative mechanisms with the Company. To this end, a Consultative Committee, comprising of Company appointed representatives and employee elected representatives should be established and maintained. Officers of the Union shall have a standing invitation to attend any such meeting. The purpose of the Consultative Committee shall be to consult, develop, recommend and assist to implement strategies and measures designed to achieve the objectives outlined under Clause 4 of this Agreement.

## **14. Hours of Work**

The parties agree that the current working arrangements for hours of work provisions (including, but not limited to, the daily maximum ordinary hours, work cycles and the taking of meal breaks and rest periods) may be altered during the life of the agreement following consultation and agreement between the company and the majority of affected site personnel so as to provide greater flexibility and to meet project and/or shift work or operational requirements. The criteria that will be used in assessing the desirability of proposed changes in hours of work will include the impact on efficiency operational and project requirements, productivity and quality of life.

The parameters for ordinary hours for the purpose of this agreement shall be an average of 36 hours after 1 April, 2004 per week and shall be between 6.00am and 6.00pm on any or all of the days Monday to Friday as per clause 15. The ordinary hours of work shall be worked continuously except for meal breaks. Different methods of implementation of the hours of work may be applied to various groups or sections of employees by agreement.

An employee's weekly ordinary hours of work can consist of both day work and shift work, provided that the appropriate shift allowance is paid for any shift in accordance with clause 22.6 of the Parent Award.

### **15. Rostered Days Off**

- i) A rostered day off occurs in the system of working a 9 day fortnight and is defined as a weekday Monday to Friday on which an employee is not required to work because the employee has worked additional time which has accrued towards a day off.

The normal working arrangement for employees is nine eight-hour days per fortnight and RDO's are normally taken on a Monday or Friday.

- ii) Employees can accumulate up to five RDO's which can be taken at any time subject to mutual agreement after having regard to the needs of the work area and the needs of the employees.

When an employee takes more than two consecutive RDO's and another employee acts in his/her job, then that employee shall be eligible for a higher grade pay.

- iii) If employees need time off to look after a sick relative or for an emergency or unforeseen event, they are encouraged to use accumulated RDO's or take an RDO in advance. In all circumstances, the employee should provide his/her manager with as much notice as possible before commencing the absence.
- iv) The number of RDO's which an employee may take in a year when 4 weeks annual leave is taken is limited to 24.
- v) RDO's will not be paid out by the company except on termination.

### **16. Wages**

Wage rates for employees shall be as prescribed in Schedule A. These wage rates are effective from the dates specified in Schedule A.

These wage increases shall be in lieu of any other increases granted by the Industrial Relations Commission of New South Wales during the term of this Agreement except that should the Parent Award's all purpose hourly wages rates exceed the rates under this Award, employees shall be paid at the higher hourly rate.

Expense related allowances, with the exception of the excess fares allowance, will be paid in accordance with the Parent Award and varied as the Parent Award is varied.

### **17. Productivity Allowance**

A productivity allowance per hour worked will be paid to employees engaged in work from the date of agreement. This allowance will not be subject to penalty addition and shall be in lieu of all or any Parent Award disability allowances, with the exception of the multi-storey allowance.

Apprentices appointed prior to the date of agreement shall have their entitlement to productivity allowance fixed at that, which was applicable immediately prior to the date of agreement, for the remainder of their apprenticeship. This amount shall not be less than \$0.50 per hour.

Apprentices appointed after the date of the agreement shall be entitled to a productivity allowance of \$0.50 per hour; with this rate remaining fixed for the duration of his/her apprenticeship.

Site/Project Allowances will be paid in addition to the productivity allowance where such an addition is either -

- I) Where Such an Allowances is Awarded By the Nsw Industrial Relations Commission; or
- ii) Where such an allowance is required by a site condition specified at the time of tender. It is incumbent upon the company to enquire of the Head Contractor/Client at the time of tender whether a site/project

allowance is required to be paid and in particular whether it is required to be paid in accordance with the Construction Industry Site Allowance Matrix: or

- iii) If the Contract between the Employer and the Head Contractor/Client does not contain provision for a site allowance, and after the contract is made the head contractor makes an agreement under which a site allowance is payable, then the head contractor should then agree in writing to reimburse the employer the full cost of the said allowance.

### **18. No Disadvantage**

No employee shall suffer a reduction in pay as a result of the making of this Agreement. The components used to determine if any financial disadvantage has occurred are wage rates, productivity allowance and excess fares and travel time only. Site allowance, superannuation, redundancy and top-up/24 hour employee insurance contributions will not form part of an employee's income. Further, this assessment will be based on an ordinary 36-hour working week and no overtime shall be taken into account.

### **19. Superannuation**

The Company will pay superannuation contributions into either the EISS Superannuation Fund for each employee. It is hereby agreed that the EISS Superannuation funds will be the sole fund utilised under this Agreement. The contribution rate shall be as required by the Superannuation Guarantee Legislation.

All superannuation contributions will be paid monthly as required by the Trust Deed.

### **20. Redundancy**

Redundancy will be paid strictly according to the provisions of the Electrical Electronic and Communications Contracting Industry with the exception that this Agreement shall apply notwithstanding that employment is terminated by the Company due to the ordinary and customary turnover of labour.

The parties to this agreement commit to discussions with the Union to set industry guidelines in place to avoid disputation and confusion with selection criteria's in the future.

Upon commencement of this agreement, the Company will make contributions to MERT or another redundancy trust fund on behalf of employees engaged upon construction work at the following rates:

From 1 October 2003 a rate of \$70.00 per week worked pro rata

From 1 October 2004 a rate of \$75.00 per week worked pro rata

### **21. Top Up**

It is a term of the Agreement the Company will pay Top-up/24 Hour Employee Insurance under the Electric Top Up fund from the date of agreement. Within one month of agreement, the company will provide documentary evidence to the Union that the company has taken out a policy with the relevant scheme.

### **22. Clothing**

Employees after 152 hours employment with the Company will be supplied with:

- i) Two sets of shorts, overalls or trousers and shirts, or any combination of clothing as agreed between the employees and the Company which shall be replaced on a fair wear and tear basis;
- ii) A jumper, or in the case of employees engaged upon construction work, a bluey jacket, which shall be replaced on a fair wear and tear basis.
- iii) Where ever possible 'Australian Made' protective clothing will be issued.

Safety boots will be provided on commencement of employment and replaced on a fair wear and tear basis.



### **23. Transfer of Labour**

If a halt to productive work occurs which is not the fault or the responsibility of the Company, the parties agree that employees can be relocated to other unaffected areas to continue productive work or to other sites if work is available. Provided that employees will continue to be paid in accordance with this Agreement during such a temporary transfer.

### **24. Skills Development**

The Company acknowledges the changing pace of technology in the electrical contracting industry and the need for employees to understand those changes and have the necessary skill requirements to keep the Company at the forefront of the industry.

The Parties to this Agreement recognise that in order to increase the efficiency, productivity and competitiveness of the Company, a commitment to training and skill development is required. Accordingly, the parties commit themselves to:

- i) Developing a more highly skilled and flexible workforce.
- ii) Providing employees with career opportunities through appropriate training to acquire the additional skills as required by the Company.

Taking into account;

The current and future skill needs of the Company.

The size, structure and nature of the Company.

The need to develop vocational skills relevant to the Company and the Electrical Contracting Industry.

Where, by agreement between the employee and employer, an employee undertakes training providing skills, which are not a company specific requirement, any time spent in the completion of this training shall be unpaid.

### **25. Recognition and Respect of Etu Delegates**

The Company shall respect any duly appointed ETU delegates in their workplace and allow them when ever necessary, to take reasonable steps to deal with industrial issues in the workplace, in an attempt to prevent the dispute from escalating. This may include from time to time, calling a lunchtime meeting of members or interviewing the employer or their representative on matters affecting employees whom he represents. The company agrees to allow each duly authorized delegate 7 days of delegates training per year. Silcar will be provided with 7 days notice for this training.

During the Silcar High Voltage and Electrical Services Business Unit's induction process of new employees the Union Site Delegate will be invited to address the new employees as part of the induction process.

### **26. Wet Weather**

In the event of wet weather, work in the open will continue until the particular work in hand can no longer be done safely and efficiently.

Whilst it is raining, employees will be required to:

Continue to work under cover or relocate to alternative work under cover, on site.

Obtain materials and services for employees working under cover where there is only minimal exposure to inclement weather.

When required, perform emergency and safety work. In addition, work on unexpected breakdowns, which can be corrected in limited time duration.

Should a portion of the project be affected by wet weather, all other employees not so affected shall continue working in accordance with award conditions, regardless that some employees may be entitled to cease work due to wet weather.

If a halt to productive work occurs due to inclement weather, the parties agree that employees may be relocated to other unaffected sites.

Where the above steps are not possible, affected employees may be required to attend tool box meetings, work planning sessions or skills development activities, all of which will count as productive time for payment purposes.

### **27. Payment of Wages**

Wages will be paid weekly by electronic funds transfer (EFT). The employer shall comply with all provisions in relation to the keeping of time and wage records and production of pay slips in accordance with the *Industrial Relations Act 1996*.

Each employee is responsible for the accurate and timely completion and provision of time sheets and production records.

### **28. Travelling Time and Fares**

Employees will be paid an excess fares allowance as prescribed by Schedule A per day where they are working away from Silcar High Voltage and Electrical Services Business Unit workshop and have an entitlement to this allowance under the Parent Award.

Where an employee has an entitlement to the average excess travelling time payment pursuant to sub-clause 4.4.2 or the Parent Award, the payment will be prescribed as by Schedule A.

### **29. ETU Picnic Day**

In accordance with picnic day provision the Company shall require from an employee proof of picnic day attendance, i.e. ETU ticket purchase before payment will be made for the day. A ticket purchased in relation to an alternative union picnic day is not sufficient for the purposes of payment.

Where possible no work shall be scheduled on the first Monday of December each year which is the Annual Building Industry Picnic Day.

The Company shall advise the ETU on employees required to work on ETU Picnic Day not holding a Picnic Day Ticket.

### **30. Distant/Away Work**

Where an employee volunteers to be transferred to a distant site, they shall not be entitled to living away allowances or travel expenses.

Where an employee is specifically requested to transfer to a distant site, they shall be entitled to Per Diem allowance as outlined in Appendix 1.

### **31. Supplementary Labour**

The parties agree that when necessary to meet short term peak work requirements additional labour resources will be sourced from Labour Hire Companies who have an enterprise agreement with the union signatory to this agreement.

### **32. Subcontracting**

The parties agree that when it becomes necessary to sub contract work, due to high demands within the industry, the company will endeavour to ensure that the sub contractor has a registered Enterprise Agreement

with the Union. The Union commits to only sign an agreement with the same rates of pay contained in this agreement, so as to maintain a level playing field for all companies within the industry.

This clause will apply to all those sub contractors who are operating under the Parent Award.

### **33. Group Training Companies**

The company when hiring apprentices or trainees from a Group Training Company shall advise the Group Training Company in writing before hiring that:

They need to have an Enterprise Agreement with the union

The apprentices and trainees hired to the company shall be paid at least the rates and conditions of this agreement

The Group Training Company shall be notified if a site/project allowance is payable.

The company will demonstrate an on going commitment to employ Apprentices from Electro-Group Training Company within the Business Units growth needs. This commitment will be monitored jointly by the Business Unit management, the ETU and the Consultative Committee on a regular basis.

### **34. Union Dues**

The Company agrees to make payroll deductions at the request of the employee for union dues during the life of the Agreement.

### **35. Tools**

The parties agree that a necessary precondition for a productive and efficient workforce is to ensure that employees maintain and are where possible provided with an adequate kit of tools.

In circumstances where the employees are required to supply their own tools and have them stolen, by no fault of their own, shall be compensated to a maximum of \$1,000.00.

### **36. Australian Communications Authority (ACA) License/Registration Allowance**

Where an employee covered by this agreement is required under the ACA Cabling Provider Rules to hold and use a current license/registration in the course of their employment, the employer commits to accepting all payments in relation to the training and or liability for the qualification used during the course of their employment with the company.

It is noted that in the fire protection, security and computer cabling industries there is a requirement under the cabling provider rules for all employees who work on services that connect (or are intended to connect) to the telecommunication network to be licensed/registered.

### **37. Safety and Compliance**

The Company commits to make all management and employees aware of all the changes to the Occupational Health and Safety Act and Regulations. This should be done via training courses and or union seminars. The conducting of the training and or seminars shall be at times convenient to the company.

### **38. Temporary Wiring**

The Union will introduce a course on Electrical Installations, Construction and Demolition sites and will have it run by the Electro group training Company. This course will offer to Companies who have a registered Enterprise Agreement with the Union, the opportunity to become accredited Temporary Wiring Contractor License holders. All employees who have completed the course and become accredited will receive a Wiring Allowance of \$20.00 per week.

### **39. Quality Assurance**

The parties endorse the underlying principles of the Company's Quality Management System, which seeks to ensure that its services are provided in a manner which best conforms to the requirements of the contract with its customer. This requires the Company to establish and maintain, implement, train and continuously improve its procedures and processes, and the employees to follow the procedures, document their compliance and participate in the improvement process. In particular, this will require employees to regularly and reliably fill out documentation and checklists to signify that work has been carried out in accordance with the customer's specific requirements. Where necessary, training will be provided in these activities.

### **40. on Call Arrangements**

An employee who is on call shall be paid an on call allowance of \$165 per week.

An employee who is on call for less than a whole week shall be paid one fifth of the allowance for each working day or part thereof and one quarter of the allowance for each Saturday, Sunday or Public Holiday or part thereof up to a maximum of the full allowance.

An employee who is on call is required to be available for emergency and/or breakdown work at all times outside the employee's usual hours of duty. Upon receiving a call for duty, the employee is to proceed directly to the job.

Emergency and/or breakdown work includes restoring supply to customers or making equipment safe, which has failed or is likely to fail or maintenance work, which is essential to prevent a supply failure.

Payment for a call out shall commence from the time the employee receives a call and continues until the employee arrives back home. Payment is at the appropriate overtime rate.

Employees who are on call are not confined to their homes but they must be reasonably available so that they would not be delayed by more than 15 minutes in addition to the time it would normally take to travel from their homes to the place where the work is to be performed. Any delays in excess of 15 minutes will not be paid unless specifically authorized.

An employee may be required to attend any other calls, which arise prior to returning home.

Employees who are called out are entitled to a minimum of one hour's pay at double time each time they are called out.

If a day worker is recalled to work overtime between the time determined by extending the employee's usual ceasing time on the previous day by 8 hours and 4 am, the employee's normal starting time the next day shall be put back by the number of hours worked between those times or paid at double time for the number of hours worked between those times.

If an employee is required to resume duty after a call out which exceeds four hours before having a 10 hour break, the employee shall be paid double time for all hours worked until a break of 10 consecutive hours has been taken.

Normal meal break and meal allowance provisions apply to overtime worked on call-outs.

### **41. Stand Down After Overtime**

Where Overtime is necessary, whenever possible it shall be organized so that employees shall have at least ten consecutive hours off duty. If so much overtime is worked that an employee cannot take a ten hour consecutive break before the normal commencement time, they shall be entitled to time off without loss of normal pay until they have had a ten consecutive hour break. If a ten hour break is not given then the employee is paid double time for all hours worked until a ten consecutive hour break is taken.

**42. Recalled to Work Overtime**

An employee who is recalled to work overtime and is not ON CALL as provided in clause 41 ON CALL shall be paid a minimum of four hours at the appropriate overtime rate.

The payment for an employee who is recalled to work overtime commences from the time the employee receives the call and continues until the employee arrives home.

Except in the case of unforeseen circumstances arising, the employee shall not be required to work the full four hours if the job to which the employee was recalled, or which the employee was required to perform, is completed within a shorter period.

If a day worker is recalled to work overtime between the time determined by extending the employee’s usual ceasing time on the previous day by eight hours and 4am, the employee’s normal starting time the next day shall be put back by the number of hours worked between those times or paid at double time for the number of hours worked between those times.

If an employee is required to resume duty after being recalled to work overtime which exceeds four hours before having a ten hour break, the employee shall be paid double time for all hours worked until a break of 10 consecutive hours has been taken.

Recalled to work overtime means.

A direction given to an employee to commence overtime work at a specified time which is two hours or more prior to either the employee’s usual or rostered commencing time, or one hour or more after the employee’s usual or rostered ceasing time. ( Whether notified before or after leaving the employee’s place of work) or

A notification given to an employee after completion of the employee’s day’s work directing the employee to take up overtime work; or

A notification given to an employee whose normal hours do not include work on a Saturday, Sunday or Award holiday to work on any such day; or

A notification given to a shift worker to work on a rostered day off.

**43. Classifications**

There will be Grade 6 reclassification claims for the duration of this agreement and such claims will be in strict accordance with the Silcar Grading system criteria.

**44. Renewal of Agreement**

Discussions will take place no later than 8 weeks prior to the expiry of this Agreement to renegotiate a future agreement.

**45. Signatories**

Signed for and on behalf of Silcar High Voltage and Electrical Services Business Unit ABN 19 839 038 065

Signature S. J. Thurston Date 17.9.04

Witness Date 17.9.04

Signed for and on behalf of the Electrical Trades Union of Australia, New South Wales Branch

Signature \_\_\_\_\_ Date 23.9.04

Witness H Michaelidis Date 23.9.04  
J P 9800214

## APPENDIX 1

Per Diem Allowance Work Instruction for Silcar High Voltage and Electrical Services

### Objective

The objective of this work instruction is to provide a means of compensating employees working within Silcar High Voltage and Electrical Services Business Units who are required to work away from home.

### Guiding Principles

Per Diem allowance is to be paid to employees that are required to travel from home more than 2 hours as a means of compensating them for costs incurred while they are working away. Silcar's preference is for accommodation and transport to be pre-arranged by Silcar or for the American Express card system to be used however if these methods are not possible the following work instruction may apply. It is only to be used in agreement between Business Unit Leaders and specific employees.

This allowance is not to be used as an opportunity for personnel to effectively increase their wage/salary, It is to assist in increasing efficiency and productivity and to ease the burden of paperwork for personnel living away from home. It is only to be utilised while employees are employed through Silcar High Voltage and Electrical Services and working within Silcar High Voltage and Electrical Services business units.

The rules for the application of Per Diem are outlined below.

### Application of Allowance

1. Allowance is applicable where at least one night away from nominated home base is required to complete the job.
2. Only applies to employees on business related activities.
3. Where accommodation has been provided, the reduced allowance will apply.
4. Where practical, accommodation bookings will be made by Silcar on behalf of the employee. Where employee makes own accommodation arrangements, accommodation is to be of reasonable standard, minimum 3 Star as per RACV Accommodation Guide. Sleeping in Vehicles, tents or other such accommodation is not acceptable.
5. The system has been implemented to provide ease of administration in circumstances where Silcar is unable to arrange accommodation for employees not as a means for employees to acquire extra income.
6. Claims to be made by completing the relevant area of the work record.
7. Allowance does not cover: Job Related Airfares, Job Related Hire Cars, Job Related Taxi Fares, Customer Entertainment at the discretion of the Business Unit Leader and Excess baggage (other than personal items).

The allowances are to be paid as per the attached table which will be updated from time to time by the National Operations Manager Silcar High Voltage and Electrical Services.

Schedule Of Allowance Rates	Accommodation	Incidentals	TOTAL
Capital Cities:			
- Hobart	\$115.00/Day	\$45/day	\$160.00/Day
- Canberra & Perth	\$125.00/Day	\$45/day	\$170.00/Day
- Adelaide, Brisbane & Darwin	\$140.00/Day	\$45/day	\$185.00/Day
- Melbourne & Sydney	\$165.00/Day	\$45/day	\$210.00/Day
Non-Capital Cities	\$95.00/Day	\$45/day	\$140.00/Day
Incidentals Only		\$45/day	\$45.00/Day

### SCHEDULE A

Rates applying from the first full pay period on or after 1 April 2004				
Classification	All- Purpose hourly rate	Productivity Allowance per hour worked	Daily Average Excess Fares Allowance	Daily Average Excess Travel Time
Silcar 1 - 80%	\$19.73	\$1.60	\$9.20	\$11.10
Silcar 2 - 85%	\$20.96	\$1.70	\$9.20	\$11.80
Silcar 3 - 90%	\$22.19	\$1.80	\$9.20	\$12.50
Silcar 4 - 95%	\$23.43	\$1.90	\$9.20	\$13.20
Silcar 4.3 - 98%	\$24.16	\$2.00	\$9.20	\$13.80
Silcar 5 - 100%	\$24.66	\$2.00	\$9.20	\$13.80
Silcar 6 - 105%	\$25.84	\$2.00	\$9.20	\$13.80
Silcar 7 - 110%	\$27.13	\$2.00	\$9.20	\$13.80
Silcar 8 - 115%	\$28.36	\$2.00	\$9.20	\$13.80
Apprentices				
Indentured 1st year	\$9.71	\$0.50	\$9.20	\$5.60
Indentured 2nd year	\$12.83	\$0.50	\$9.20	\$7.37
Indentured 3rd year	\$17.79	\$0.50	\$9.20	\$10.28
Indentured 4th year	\$20.31	\$0.50	\$9.20	\$11.73
Trainee 1st year	\$10.93	\$0.50	\$9.20	\$6.30
Trainee 2nd year	\$14.41	\$0.50	\$9.20	\$7.62
Trainee 3rd year	\$19.48	\$0.50	\$9.20	\$11.25
Trainee 4th year	\$21.31	\$0.50	\$9.20	\$12.30

Rates applying from the first full pay period on or after 1 Oct 2004				
Classification	All-Purpose hourly rate	Productivity Allowance per hour worked	Daily Average Excess Fares Allowance	Daily Average Excess Travel Time
Silcar 1	\$20.40	\$1.60	\$10.20	\$11.10
Silcar 2	\$21.38	\$1.70	\$10.20	\$11.80
Silcar 3	\$22.64	\$1.80	\$10.20	\$12.50
Silcar 4	\$23.89	\$1.90	\$10.20	\$13.20
Silcar 4.3	\$24.65	\$2.00	\$10.20	\$13.80
Silcar 5	\$25.15	\$2.00	\$10.20	\$13.80
Silcar 6	\$26.41	\$2.00	\$10.20	\$13.80
Silcar 7	\$27.67	\$2.00	\$10.20	\$13.80
Silcar 8	\$28.92	\$2.00	\$10.20	\$13.80
Apprentices	\$0.00			
Indentured 1st year	\$9.91	\$0.50	\$10.20	\$5.60
Indentured 2nd year	\$13.09	\$0.50	\$10.20	\$7.37

Indentured 3rd year	\$18.15	\$0.50	\$10.20	\$10.28
Indentured 4th year	\$20.72	\$0.50	\$10.20	\$11.73
Trainee 1st year	\$11.15	\$0.50	\$10.20	\$6.30
Trainee 2nd year	\$14.70	\$0.50	\$10.20	\$7.62
Trainee 3rd year	\$19.87	\$0.50	\$10.20	\$11.25
Trainee 4th year	\$21.74	\$0.50	\$10.20	\$12.30

Rates applying from the first full pay period on or after 1 April 2005				
Classification	All- Purpose hourly rate	Productivity Allowance per hour worked	Daily Average Excess Fares Allowance	Daily Average Excess Travel Time
Silcar 1	\$20.52	\$1.60	\$10.20	\$11.10
Silcar 2	\$21.80	\$1.70	\$10.20	\$11.80
Silcar 3	\$23.09	\$1.80	\$10.20	\$12.50
Silcar 4	\$24.37	\$1.90	\$10.20	\$13.20
Silcar 4.3	\$25.14	\$2.00	\$10.20	\$13.80
Silcar 5	\$25.65	\$2.00	\$10.20	\$13.80
Silcar 6	\$26.93	\$2.00	\$10.20	\$13.80
Silcar 7	\$28.22	\$2.00	\$10.20	\$13.80
Silcar 8	\$29.50	\$2.00	\$10.20	\$13.80
Apprentices				
Indentured 1st year	\$10.10	\$0.50	\$10.20	\$5.60
Indentured 2nd year	\$13.35	\$0.50	\$10.20	\$7.37
Indentured 3rd year	\$18.51	\$0.50	\$10.20	\$10.28
Indentured 4th year	\$21.14	\$0.50	\$10.20	\$11.73
Trainee 1st year	\$11.38	\$0.50	\$10.20	\$6.30
Trainee 2nd year	\$14.99	\$0.50	\$10.20	\$7.62
Trainee 3rd year	\$20.27	\$0.50	\$10.20	\$11.25
Trainee 4th year	\$22.17	\$0.50	\$10.20	\$12.30

### Silcar Grading Structure - NSW EBA Information

**Silcar 3:** Trades assistant w/basic knowledge of trades support activities

**Silcar 4:** Electrical Lampies are an example of someone employed at this level. Electrical or Mechanical Storeman or Trades assistant w/sound knowledge of trades support activities and some additional competencies i.e., Forklift, Elevating work platform.

**Silcar 4.3:** Advanced Electrical Storeman or Rigger/Scaffolder

**Silcar 5:** Electrical or mechanical Tradesperson with a trade certificate

**Silcar 6:** Advanced Tradesman, i.e. Registered Electrical Tradesperson with a Qualified Supervisors Ticket .

**Silcar 7:** Advanced Tradesman, i.e. Dual Trade Electrical and Instrumentation or E Class Electrical Tradesperson with additional skills as above. Typically a person at this level is starting to coordinate and supervise work for others as well as doing some estimating and planning of work, as well as arranging materials etc.

**Silcar 8:** Team Leader/ Leading Hand role, an advanced Tradesman with a number of additional skills e.g. Permit authorizations, EWP. Their role typically consists of work on the tools and estimating, planning, ordering materials, dealing with clients, leadership and supervision of others.