

**REGISTER OF
ENTERPRISE AGREEMENTS**

ENTERPRISE AGREEMENT NO: EA99/285

TITLE: Incitec Ltd - Cockle Creek Enterprise Agreement 1999

L.R.C. NO: 99/3883

DATE APPROVED/COMMENCEMENT: 5 November 1999

TERM: 24 months

**NEW AGREEMENT OR
VARIATION: New**

GAZETTAL REFERENCE:

DATE TERMINATED:

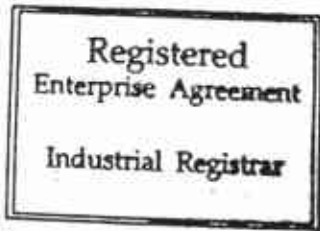
NUMBER OF PAGES: 31

COVERAGE/DESCRIPTION OF

EMPLOYEES: Applies to all employees at the establishment of Incitec Ltd - Cockle Creek, located at Main Road, Cockle Creek

PARTIES: Australian Business Lawyers -&- Automotive, Food, Metals, Engineering, Printing and Kindred Industries Union, New South Wales Branch, Electrical Trades Union of Australia, New South Wales Branch, The Australian Workers' Union, New South Wales





1. **TITLE**

This Agreement shall be known as the Incitec Ltd - Cockle Creek Enterprise Agreement 1999.

2. **INDEX**

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3. **COMMITMENT TO IMPROVING PRODUCTIVITY AND WORKPLACE REFORM**

It is the objective of the parties to make the Incitec - Cockle Creek site a highly competitive manufacturer, and a model industrial site excelling in safety, productivity, quality, flexibility, communication and commitment.

We are committed to creating an environment which encourages and supports the development of a highly skilled and flexible workforce and where employee participation is a priority for the betterment of the individual and the business.

We are committed to reorganising work and management processes to improve the efficiency, profitability and competitive position of the site whilst enhancing the career opportunities and job security of the employees. Work will be organised to maximise the flexibility of the workforce and enable employees to work to the limits of their skills and capabilities. There will be no artificial barriers preventing employees from performing tasks in which they have been trained. All Incitec - Cockle Creek employees will receive equal treatment in benefits and conditions where practicable, and the principle of single status employment will be upheld wherever possible.

We are committed to the site achieving the status of being a "Continuous Improvement Site" as measured by agreed Key Performance Indicators (KPI's) and to future salary increases being based on performance against these KPI's.

4. **APPLICATION**

This Agreement shall apply at the establishment of Incitec Ltd - Cockle Creek, located at Main Road, Cockle Creek.

5. **PARTIES BOUND**

This Agreement shall be binding upon:

- (1) Incitec Ltd - Cockle Creek
- (2) AWU-FIME Amalgamated Union
- (3) Electrical Trades Union of Australia (NSW Branch)
- (4) Automotive Food Metals and Engineering Printing and Kindred Industries Union

and all employees, employed by the Company, who are eligible to be members of any of the above unions.



6. RELATIONSHIP TO PARENT AWARD

This Agreement shall be read in conjunction with the Incitec Ltd NSW Manufacturing Award 1994 provided that where there is any inconsistency this Agreement shall take precedence to the extent of the inconsistency.

- 6.1 There will be no negotiations or discussions with respect to Australian Workplace Agreements (AWA's) during the life of this agreement.

7. COCKLE CREEK CONTINUOUS IMPROVEMENT PROCESS

The Cockle Creek Continuous Improvement process will involve a commitment from all employees to actively participate as members of Process Improvement Teams (PIT's) formed with the purpose of solving plant problems or improving plant process's and systems. These teams will be project focussed and often have cross functional representation to ensure necessary skills and experience are available within the team to achieve the project's objectives.

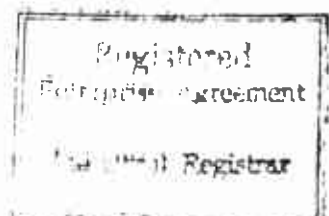
The purpose of the continuous improvement process is to :

- Improve communications and understanding of key business issues and measures in the pasture business
- Assist the company in manufacturing and supplying high quality products and in providing excellent customer service whilst conforming with site safety, health and environment requirements
- Create a workplace climate that nurtures mutual trust, respect, teamwork, personal growth, pride in performance and enjoyment and that supports the Agreement to improve workplace productivity and flexibility.
- Ensure that the sites manufacturing processes and activities keeps pace with the changing demands of the market place.
- Contribute to site strategies that improve site profitability

8. SALARY INCREASES

A salary increase of 2.5% applies from registration of this agreement conditional on the following commitment:

- 8.1 A commitment to developing and implementing a program for reducing G&A shift manning to three persons per shift, by June 1, 1999.
- 8.2 A commitment to developing and implementing a program for reducing B&D manning to 11 plant technicians, by June 1, 1999.



- 8.3 An undertaking by all teams to commit to an exercise of fixed cost reduction and productivity improvement resulting in a program of real cost savings being identified by April 1, 1999, and the program implemented by June 1, 1999.

Salary increases applying for 1/1/2000 and 1/1/2001 will be determined by a pilot program consisting of a measurement of site performance improvement against predetermined and established Key Performance Indicator (KPI's) targets. The Key Performance Indicators for 1999 are attached. The table of KPI's will be reviewed and updated prior to December 1999, to apply for calculation of the year 2001 salary increase.

The achievement of the KPI objective will result in an increase applying to all classifications equal to the average Company wages and salaries increase. Failure to achieve the KPI objective will result in an average Company increase, less 0.5%. If the KPI objective is exceeded by 100 points or more, the salary increase will equal the average company increase, plus 0.5%. The KPI points target for 1999 was agreed as 620 points. Refer Table 1, attached.

Allowances for the impact of external factors on actual KPI performance will not be given. KPI performance will be measured from 1/1/99 to 31/12/99.

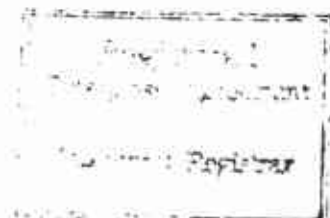
The table of KPI's will be reviewed in December 1999, and updated to meet existing business requirements and realistic future process improvement objectives. The year 2000 table of KPI's and objectives will be determined by a committee made up of a cross section of the key stakeholders to this agreement.

9. SKILLS AND COMPETENCY DEVELOPMENT

The development of appropriate skills and competencies is a required link to enable improved performance. In developing better systems and structures it is important to satisfy ourselves that we either have the necessary skills, or that we have processes in place to develop them. Whilst our existing career structures have served us well to date, it is timely during the course of this agreement that we assess:

- a) Where our skills are currently
- b) Where we need them to be in the future
- c) Establish the gap
- d) Close the gap and assess the capability of existing learning systems versus the alternatives.

It is expected that the review of skills and competence could result in agreed changes to individual career paths being made during the period of this agreement.



10. DATE AND PERIOD OF OPERATION

This Agreement shall rescind and replace the terms and conditions of employment regulated by the **Cockle Creek Enterprise Agreement 1996**, published (11 July 1997) (I.G.: Vol 299, p 1027) and shall come into operation of the making thereof by the Industrial Relations Commission of New South Wales. It shall remain in force for a period of two (2) years.

The parties agree that no later than four (4) months prior to the expiration of this Agreement, discussions shall commence regarding the desirability and content of a future Agreement.

11. CONDITIONS

DIVISION 1 - GENERAL

1. Overtime

1.1 Where overtime is payable:

- 1.1.1 Overtime commences after the ordinary number of hours scheduled for each day have been worked.
- 1.1.2 Overtime shall be paid for dayworkers at the rate of one and a half times for the first two (2) hours and double-time thereafter, except in the case of a call-in to work when the rate shall be double-time.
- 1.1.3 Overtime shall be paid for shiftworkers at the rate of double-time.
- 1.1.4 An employee called-in to work overtime shall be paid for a minimum of four (4) hours work at the appropriate rate, providing the employee completes the work required.
- 1.1.5 Additional work, relating to the mobilisation of the plant or equipment, due to original failure(s) will not incur an additional call-in.
- 1.1.6 An employee called-in to work overtime shall be paid a phone allowance and a mileage allowance as set out in Schedule 1 for the use of his/her telephone and own private vehicle where the call-in involves an additional separate journey to and from the site.
- 1.1.7 An employee required to work on a day or shift that he/she is not rostered to work shall be paid for a minimum of four (4) hours work at the appropriate rate providing that any employee who fails to complete the work required shall be paid for such time actually worked.

1.2 Where an employee is called-in to work:

1.2.1 He/she shall be entitled to a reasonable rest period as determined by his/her team irrespective of the day or timing of the work where he/she works in the Maintenance team.

1.2.2 He/she shall be entitled to a rest period of ten (10) consecutive hours off duty between work of successive ordinary working days when overtime is worked where he/she works in a Production or Despatch team.

2. Meal Hours and Meal Tickets

2.1 Employees other than shiftworkers shall be allowed a meal break of thirty (30) minutes Monday to Friday inclusive.

2.2 Employees who are shiftworkers shall be allowed a crib break of twenty (20) minutes Monday to Sunday inclusive.

2.3 An employee shall not be compelled to work for more than five (5) hours without a break for a meal.

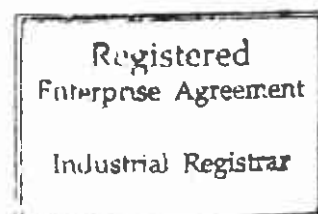
2.4 An employee required to work overtime for more than one and a half hours after their ordinary ceasing time shall be provided free of cost with a meal or allocated a meal ticket. The value of the meal ticket shall be as set out in Schedule 1. If the work extends for more than four (4) hours after ordinary ceasing time, the employee shall be provided with a second meal or allocated a meal ticket if he so chooses.

3. Public Holidays

3.1 The Picnic Day holiday shall be recognised by allocating one (1) days ordinary hours to each employee's Credit leave entitlement, on 1 January each year.

3.2 Where an employee is rostered to work and does work on a public holiday, additional hours will be credited to Credit leave to take his/her total rate for hours worked to a total of two-and-one-half times ordinary rate of pay, except for Good Friday and 25 December when total rate will be triple time ordinary rate.

3.3 Where a shiftwork employee is rostered not to work on a public holiday, ordinary hours will be credited to Credit Leave.

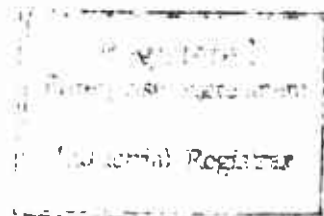


4. Credit Leave

- 4.1 Credit leave entitlement will accrue in accordance with Clause 3 Public Holidays.
- 4.2 Credit leave will be added to entitlements at the end of each pay month using monthly timesheets.
- 4.3 Accumulated credit leave may be cashed in at the end of each pay using the monthly allowances timesheet or taken off as leave.
- 4.4 Accumulated credit leave may only be taken as leave when a spare technician is available to cover the absence.
- 4.5 Credit leave may not be taken if overtime costs will be incurred.
- 4.6 Accumulated credit leave in excess of 150 hours as at the 1st of December each year will be paid out at the employee's normal rate in the December pay.
- 4.7 Accumulated credit leave will be paid out at the employee's normal rate upon resignation, retrenchment, retirement or disablement, or paid to the employee's estate upon death in service.

5. Sick Leave

- 5.1 Sick leave entitlements accrued under previous Industrial Agreements will be "frozen" as at 18 May, 1992.
- 5.2 The cash value of accumulated "frozen" sick leave shall be increased by the same percentage increase applied to salaries each year.
- 5.3 Accumulated frozen sick leave will be paid to an employee only in the following circumstances:
 - early retirement owing to permanent incapacity through ill health
 - retirement after reaching age 55 provided the employee signs a declaration that he/she is retiring permanently from the workforce and will refund the amount paid should he/she return to permanent employment with any employer
 - redundancy
 - death, in which case payment will be made to the employee's estate



6. Authorised Trade Union Training

- 6.1 An employee, nominated by his/her union to attend authorised Trade Union training courses, will be granted leave where his/her attendance will result in no interruption to Company operating requirements.
- 6.2 The Site Manager may use discretion in determining the amount of leave to be granted.

7. Classification

There will be one (1) classification used on site:

- Plant Technician

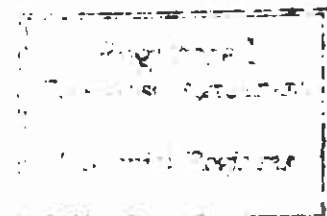
Plant Technicians will be responsible for all plant duties at the Cockle Creek site.

8. Remuneration

- 8.1 Plant Technicians will be paid an annualised salary which is inclusive of the base salary, shift premiums and all allowances and additional payments but which is exclusive of overtime payments and overtime related allowances.
- 8.2 Annual rates payable are as set out in Schedule 1.

9. Skills Development

- 9.1 A skills development career structure will apply. Plant Technicians will progress to the next level of the career structure by acquiring the required skills.
- 9.2 Plant Technicians will acquire skills through training programmes that have been mutually agreed with the appropriate Manager, after taking into account the needs of the site and plant areas.
- 9.3 Training will be self-paced where possible and skills will be deemed to have been acquired once competency has been demonstrated to the required standard.
- 9.4 Skills training will be developed on a modular basis where possible. Skills modules will be developed to reflect those skills comprising a set task or job at the site.



10. Skills Assessment

- 10.1 Those Technicians wishing to progress to a higher grade, must satisfy both the Training Committee and Assessment Committee of their competency in the skills required.

11. Training Committee.

11.1 The Training Committee, chaired by the Engineering Logistics and Training Controller and comprising one (1) company representative and nominated employee representative(s) from the relevant area(s) is established to conduct skills audits and to develop appropriate key skill training modules on a priority basis.

11.2 The Training Committee will assess the satisfactory completion of training by Technicians.

12. Assessment Committee.

12.1 The Assessment Committee, chaired by the Plant Technician's Department Manager and nominated departmental personnel is established to assess progression of Technicians.

12.2 Decisions will take into account Training Committee reports and recommendations.

13. Work Patterns

Work patterns (both Daywork and Shiftwork), including starting and finishing times may be varied to suit the requirements of the Plant or sections of the Plant. Change to work patterns will be subject to:

- i) consultation and mutual agreement between the parties
- ii) being guided by Occupational Health and Safety considerations

14. Leisure Days

Provided that an average of 38 hours per week will be worked over a fifty-two (52) week period:

- (i) Plant Technicians on permanent daywork will be responsible for co-ordinating the taking of one leisure day off per calendar month to a maximum of twelve per year whilst ensuring that the requirements of the plants continue to be met.
- (ii) Leisure days off will be incorporated in the shift roster for Plant Technicians on permanent shiftwork.

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15. Redundancy

15.1 In the event of redundancy the provisions that are current Incitec personnel practices will apply.

15.2 Incitec Redundancy Standard

15.2.1 A minimum period of notice of 1 month (or pay in lieu). Longer notice should be given wherever possible.

15.2.2 An upfront payment of 3 times normal notice period (ie 3 months) except for employees who have frozen sick leave or an Award entitlement to unused accumulated sick leave, who would receive either the frozen or unused sick leave entitlement or the upfront payment, whichever is the greater.

15.2.3 An additional payment for each completed year of service of three weeks pay (plus a further weeks pay for each completed four month period) up to a maximum of 60 weeks.

15.2.4 Payment of all statutory entitlements including accrued annual leave, annual leave loading and Long Service Leave. Pro-rata long service leave will be paid after five years service to redundant employees.

15.2.5 Superannuation entitlements as at last day of service.

15.2.6 The company will provide outplacement assistance at a suitable level. The type and level of assistance will be appropriate to the needs of the redundant employee.

15.3 Where the Company has made a definite decision regarding redundancy, the Company shall, as soon as practicable, hold discussions with employees directly affected and their union. The discussions shall cover reasons for termination and measures (e.g. retraining) taken to avoid or minimise the termination/s.

15.4 Where able, the Company will give employees three (3) months notice of termination. During the period of notice an employee shall be allowed up to five (5) days time off without loss of pay, for the purpose of seeking other employment, provided a minimum of four (4) hours is taken on each occasion.

15.5 The Company reserves the right to retain those employees it considers have special skills and/or abilities to satisfy its operating requirements.



15.6 If redundancies occur during the life of this agreement where possible, voluntary means will be used.

16. Dispute Handling Procedure

Disputes arising on site will be deal with on all occasions in accordance with the following procedure.

As soon as is practicable after a dispute or claim has arisen, the employee, or group of employees concerned, will take the matter up with their immediate coordinator affording the opportunity to remedy the cause of the dispute or claim.

Where any such attempt at settlement has failed, or where the dispute or claim is of such nature that a direct discussion between the employee and their immediate coordinator would be inappropriate, the employee/s shall forthwith take the matter up with the employer or a representative of the employer. The employee/s may elect to be accompanied by a duly authorised representative of their union.

The Company shall reply within twenty four (24) hours.

If the matter is not settled it shall be submitted to the New South Wales Industrial Commission which shall endeavour to resolve the issue between the parties by conciliation.

Without prejudice to any party, work should continue while the matter/s in dispute are being dealt with.

In the event of any alleged serious safety issue, the Company shall immediately investigate the allegation in consultation with Union officials and/or the chairperson of the Safety Committee and/or competent safety advisers - as agreed between the parties to this Agreement.

No strike action will be taken in contravention of this procedure.

DIVISION 2 - PRODUCTION

1. Application

This division shall only apply to Process Stream Plant Technicians.

2. Intention

Our aim for the Production Department is to develop a highly skilled, dedicated and motivated team of people who will strive to continually improve our operation to ensure that we maintain our competitive advantages in quality, service and cost.

3. Classification

Process Stream Plant Technicians will be employed in the Production Department under one of the following grades:

Trainee

Entry grade into Process Stream. A newly appointed Technician who works in a Process Team to the full extent of his/her skill and competence, including any incidental and peripheral work, depending on level of competence possessed.

The Trainee will serve a probationary period of 3 months. During this time he/she will go through the production induction procedure and plant training.

In addition, the Technician has to gain knowledge of the company policies and procedures which cover Safety, Environmental Control and Customer Service.

Grade 1

A Technician who has been assessed as competent and who satisfies all the Key Skill requirements outlined for Grade 1. The Technician works in a Process Team to the full extent of his/her skill and competence including any incidental and peripheral work depending on the level of knowledge and competency possessed.

Grade 2

A Technician who has been assessed as competent and who satisfies all the Key Skill requirements outlined for Grade 2. The Technician works in a Process Team to the full extent of his/her skill and competence including any incidental and peripheral work depending on the level of knowledge and competency possessed.

Grade 3

A Technician who has been assessed as competent and who satisfies all the Key Skill requirements outlined for Grade 3. The Technician works in a Process Team to the full extent of his/her skill and competence including any incidental and peripheral work depending on the level of knowledge and competency possessed.

Grade 4

A Technician who has been assessed as competent in Grade 3 skill requirements. The Technician works in a Production Team to the full extent of his/her skill and competence including trade activities and any incidental and peripheral work depending on the level of knowledge and competency possessed.

The Technician will be utilised in preference to contracting services where existing Incitec trades persons are not available.

Process Coordinator Level 1

A Technician who has had at least 12 months experience as a Plant Technician Grade 3. The Technician will have acquired competence in Team Leadership, Training Co-ordination and computer skills. He/she will have demonstrated to the satisfaction of the Production Supervisor that he/she possesses required job skills and knowledge.

4. **Key Skills**

Trainee

Holds Driver's Licence (Class 1A)

Obtains Work Cover Authority Fork Lift Truck and Front End Loader Permits

Conducts non-technical inspection of mobile equipment.

Performs tasks as per existing Process trainee operating procedures.

Grade 1

In addition to Trainee skills the Technician:

Obtains T.A.F.E. Basic Hand Tool Module.

Carries out duties under the Grade 1 operating procedures

Carries out unskilled work required to operate the plant - eg Track belts, check and clean sprays, change piano wire screens, clear blockage in Scrubber system where possible, replace hammer handles, service chisel guns.

Knows Company Process Operating Policies and Procedures

Knows how to work and operate the plant in a safe manner, how to control effluent and other pollutants that may affect the environment.

Assists any Technician from the Maintenance Department on request

Paints as required (protective coatings) to protect plant equipment.

Carries out general works cleaning duties, gardening and lawns

Carries out any duties required to keep the site clean and tidy on request from management.

Applies oils and greases to plant equipment that may require servicing to keep the plant operational.

Obtains St Johns Ambulance Senior Certificate

Grade 2

In addition to Grade 1 skills the Technician:

Holds Work Cover Authority Fork Lift Truck and Front End Loader Certificates.

Carries out duties under the Grade 2 operating procedures

Carries out work such as changing light globes,

Uses Oxy-Acetylene equipment to cut up scrap after becoming skilled in it's use

Services equipment as required by work procedures issued from the planning department.

Operates Workshop equipment as covered in the T.A.F.E. Basic Hand Tool Module and to uses the equipment safely.

Obtains Welding and Thermal Cutting Skills TAFE module

Obtains computer skills.

Grade 3

In addition to Grade 2 skills the Technician:

Carries out duties under the Work Instruction operating procedures.

Obtains skills (Train the Trainer) to train other operators

Learns basic chemistry for the manufacture of Single Super products and laboratory procedure to control product quality and size.

Grade 4

In addition to Grade 3 skills the Technician:

Prepares Notifications, writes clearances for maintenance work on the plant.

Carries out maintenance duties to the full scope of his/her skills anywhere on site in an emergency

Carries out work as a tradesman during periods of downturn in manufacturing/despatch operations

Process Coordinator Level 1

In addition to Grade 3 skills, the Technician:
Prepares notifications, issues clearances for maintenance work on the plant

During plant on-line periods, is involved where necessary, in outside plant operations.

Carries out plant trouble-shooting

Isolates and danger-tags equipment to be maintained

Responds to plant emergencies

Carries out start-up and shut-down activities and commissioning
Plans for major plant shut-downs

Participates in emergency squad training

Leads shift SH & E meetings when necessary

Keeps an accurate record in shift logs of SH & E process and maintenance activities.

Assists in the training of all operators on the shift team.

Satisfactorily passes a Problem Solving Team Building Course

Satisfactorily passes a Team Leadership Course

Satisfactorily passes a Communications Skills Course

Satisfactorily passes a Basic Industrial Relations Course

5. Flexible Manning

Shift manning will be determined by operating and safety needs of all production activities and with mutual agreement between the Company and Production Technicians

Technicians can be utilised to allow continuous operation during rest and breaks in accordance with agreed manning as determined above.

Where a change in shift rosters is to occur, the persons involved shall receive a minimum of 4 weeks notice.



DIVISION 3 - DESPATCH

1. Application

This division shall only apply to Despatch Stream Plant Technicians.

2. Intention

Our aim for the Despatch Department is to develop a skilled, dedicated and motivated team of people who will strive to continually improve our operation to ensure that we maintain our competitive advantage in quality service and costs.

3. Classification

Despatch Stream Plant Technicians will be employed in the Despatch Department under one of the following grades:

Trainee

Entry grade into Despatch Stream. A newly appointed Technician who works in a Despatch Team to the full extent of his/her skill and competence, including any incidental and peripheral work, depending on level of competence possessed.

The Trainee will serve a probationary period of 3 months. During this time he/she will go through the despatch induction procedure and plant training.

In addition, the Technician has to gain knowledge of the company policies and procedures which cover Safety, Environmental Control and Customer Service.

Grade 1

A Technician who has been assessed as competent and who satisfies all the Key Skill requirements outlined for Grade 1. The Technician works in a Despatch Team to the full extent of his/her skill and competence including any incidental and peripheral work depending on the level of knowledge and competency possessed.

Grade 2

A Technician who has been assessed as competent and who satisfies all the Key Skill requirements outlined for Grade 2. The Technician works in a Despatch Team to the full extent of his/her skill and competence including any incidental and peripheral work depending on the level of knowledge and competency possessed.

Grade 3

A Technician who has been assessed as competent and who satisfies all the Key Skill requirements outlined for Grade 3. The Technician works in a Despatch Team to the full extent of his/her skill and competence including any incidental and peripheral work depending on the level of knowledge and competency possessed.

Grade 4 (Co-ordinator Level 1)

A Technician who has been assessed as competent and who satisfies all the Key Skill requirements outlined for Co-ordinator Level 1. The Technician works in a Despatch Team to the full extent of his/her skill and competence including any incidental and peripheral work depending on the level of knowledge and competency possessed.

Grade 7 (Co-ordinator Level 2)

A Technician who has been assessed as competent and who satisfies all the Key Skill requirements outlined for Co-ordinator Level 2. The Technician works in a Despatch Team to the full extent of his/her skill and competence including any incidental and peripheral work depending on the level of knowledge and competency possessed.

4. **Key Skills**

Trainee:

Obtains WorkCover Authority Fork Lift and Front End Loader permits.

Trained in company policies and procedures.

Assists plant personnel as required.

Performs all cleaning tasks

Learns all bagging line duties

Performs all basic bagging duties

Grade 1

In addition to Trainee skills the Grade 1 Technician:

Performs basic maintenance activities

Performs sampling operations

Obtains WorkCover Front End Loader and Fork Lift Truck licence.

Performs all bagging line duties.

Operates Fork Lift Truck to load palletised product

Carries out rail shunting and pusher tractor operation.

Obtains St Johns First Aid Certificate

Carries out internal company audits as required

Performs maintenance on dust collection hoppers

Obtains certification for Confined Space Entry



Grade 2

In addition to Grade 1 skills the Technician:

Carries out conveyor tracking and overload resetting

Completes all relevant mill records.

Learns and operates the No.6 Mill dressing unit.

The Technician has a complete plant knowledge and has obtained the T.A.F.E. module on Basic Hand Tools which enables him/her to perform semi skilled maintenance activities.

Learns and performs Blending Operations (F.E.L.)

Grade 3

In addition to Grade 2 skills the Technician:

Issue Work Clearances

Carry out QA and SH&E audits

Carries out stock reconciliation and warehouse duties.

Performs recovery, dressing and despatch operations

Operates all works weighbridges and achieves competence in PC operation, eg SAP, MIP.

Controls warehouse stocks including supplies.

Obtains Welding & Thermal Cutting Skills TAFE Module

Obtains certification for Confined Space Entry



Grade 4 (Co-ordinator Level 1)

In addition to Grade 3 skills the Technician:

Assists in the training of all operators in the Team

Identifies maintenance needs for despatch plant and any possible improvements to the despatch process

Ensures housekeeping is being maintained

Re-orders supplies as required using Scimas

Issues work orders, clearances and handover certificates

Satisfactorily passes Managing Team Dynamics course

Directs relocation of Tyne Feeder

Performs duties of Co-ord Level 2 when required

Grade 7 (Co-ordinator Level 2)

In addition to Grade 4 skills the Technician:

Coordinates Bulk Loading and bagging operations to minimise delays

Ensures all daily logs and print-outs are completed

Completes Despatch Shift Reports

Ensures sampling is carried out to approved methods

Conducts Safety and Communications meetings, when required

Ensures optimum utilisation of available manning level

Ensures Key Performance Indicator information is recorded and kept current

Liaises with Despatch Supervisor to plan for future activities

Performs Despatch Supervisor functions when required

Completes all Despatch timekeeping.

Converts all reports, logs, and summary to computer file.

Conducts complaint investigations and CARS.

5. Leisure Days

Leisure days are banked during the busy period and are taken during quiet periods in a manner agreeable to both parties

6. Flexible Manning

Shift manning will be determined by operating and safety needs of all despatch activities and with mutual agreement between the Company and Despatch Stream Technicians.

Technicians can be utilised to allow continuous operation during rest breaks in accordance with agreed manning as determined above.

7. Annual Leave

Annual Leave is normally taken during quiet periods in a manner agreeable to both parties.

DIVISION 4 - ENGINEERING

1. Application

This division shall only apply to Instrument/Electrical & Mechanical, Trades Streams Plant Technicians.

2. Intention

Our aim for the Engineering Department is to develop a highly-skilled, dedicated and motivated team of people who will strive to continually improve our operation to ensure that we maintain our competitive advantage in quality service and costs.

3. Classification

3.1 Mechanical Trades Stream

Grade 1

Entry grade for Mechanical Tradesman. A newly appointed Technician who possesses a Mechanical Trades Certificate and who works in a Maintenance Team to the full extent of his/her skill and competence, including any incidental and peripheral work depending on the level of knowledge and competency possessed and must gain skills required for Grade 1 Technician.

The Technician will serve a probationary period of 3 months. During this time he/she will go through the maintenance induction procedure and plant training.

In addition, the Technician has to gain knowledge of the company policies and procedures which cover Safety, Environmental Control and Customer Service.

Grade 2

A Technician who has been assessed as competent and who satisfies all the Key Skill requirements outlined for Grade 2. The Technician works in a Maintenance Team to the full extent of his/her skill and competence including any incidental and peripheral work depending on the level of knowledge and competency possessed.

Grade 3

A Technician who has been assessed as competent and who satisfies all the Key Skill requirements outlined for Grade 3. The Technician works in a Maintenance Team to the full extent of his/her skill and competence including any incidental and peripheral work depending on the level of knowledge and competency possessed.

Grade 4

A Technician who has been assessed as competent and is self motivated carrying out co-ordination of his /her own weekly tasks within the Engineering department and who satisfies all the Key Skill requirements outlined for Grade 4. The Technician works in an Engineering team to the full extent of his/her skill and competence including any incidental and peripheral work depending on the level of knowledge and competency possessed

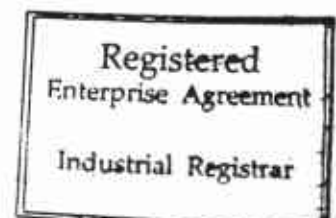
3.2 Instrument/Electrical Trades Stream

Grade 1

Entry grade for an Electrical Tradesman. A newly appointed Technician who possesses an Electrical Trades Certificate and a Qualified -Supervisor Certificate who works in a Maintenance Team to the full extent of his/her skill and competence, including any incidental and peripheral work depending on level of competence.

The Technician will serve a probationary period of 3 months. During this time he/she will go through the maintenance induction procedure and plant training.

In addition, the Technician has to gain knowledge of the company policies and procedures which cover Safety, Environmental Control and Customer Service.



Grade 2

A Technician who has been assessed as competent and who satisfies all the Key Skill requirements outlined for Grade 2. The Technician works in a Maintenance Team to the full extent of his/her skill and competence including any incidental and peripheral work depending on the level of knowledge and competency possessed.

Grade 3

A Technician who has been assessed as competent and is self motivated carrying out co-ordination of his/her own weekly tasks within the Engineering department and who satisfies all the Key Skill requirements outlined for Grade 3. The Technician works in an Engineering Team to the full extent of his/her skill and competence including any incidental and peripheral work depending on the level of knowledge and competency possessed.

3.3 Mechanical Non Trades Stream

Grade 1

Entry grade into Non Trades Stream. A newly appointed Technician who works in the Maintenance Team to the full extent of their skill and competence, including any incidental and peripheral work, depending on level of competence possessed, and must gain skills required for Grade 1.

The Technician will serve a probationary period of 3 months. During this time he/she will go through the maintenance induction procedure and plant training.

In addition, the Technician has to gain knowledge of the company policies and procedures which cover Safety, Environmental Control and Customer Service.

Grade 2

A Technician who has been assessed as competent and who satisfies all the Key Skill requirements outlined for Grade 2. The Technician works in a Maintenance Team to the full extent of his/her skill and competence including any incidental and peripheral work depending on the level of knowledge and competency possessed.





Grade 3

A Technician who has been assessed as competent and who satisfies all the Key Skill requirements outlined for Grade 3. The Technician works in a Maintenance Team to the full extent of his/her skill and competence including any incidental and peripheral work depending on the level of knowledge and competency possessed.

4. Key Skills

4.1 Mechanical Stream.

Grade 1

Perform mechanical tasks to level of trade skills

Perform structural work to standard attained by the completion of Year 1 of Welding Electric Arc Course No. 0278

Administration - use timesheets, cost codes, record work performed, learn, know and work to plant procedures and policies

Obtain knowledge of plant process and despatch operations

Carry out minor mechanical repairs of Mobile Equipment

- Hold Fork Lift truck licence within 3 months of commencement of employment.

- Hold crane drivers permit train and pass test

Hold Crane Chasers licence within 3 months of commencement of employment

Grade 2

In addition to Grade 1 skills the Grade 2 Technician:

Hold WorkCover Authority explosive powered tools licence

Hold WorkCover Authority crane driver licence class 12c

Hold St. Johns First Aid Certificate

Carry out structural work to level attained with completion of Welding Electric Arc Course No. 0278

Administration - raise work orders, raise requisitions, raise information reports, requisition job materials, participate in daily job leadership.

Plant Process - knowledge and understanding of:
grinding/inloading, acidulation, product distribution, site
services

Grade 3

In addition to Grade 2 skills the Grade 3 Technician:

Use and work on site computers (Eng./Stores)

Hold Restricted electrical licence and carry out work in
accordance with the licence.

Arrange, organise, control or carry out individual tasks or small
projects.

Grade 4

In addition to Grade 3 skills the Grade 4 Technician:

Sort and distribute PMs weekly

Maintain backlog

Co-ordinate shutdown work in Superphosphate, Despatch &
Bagging Plants

Obtain quotations

Supervise & assist contractors working on site

Order spare parts from outside suppliers

Ensure Engineering work is carried out in compliance of SH&E
standards & procedures

Compile & write monthly team report

Complete work orders & return to originator

Organise overtime when required maintain overtime records

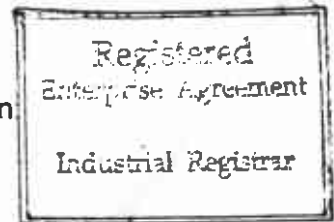
Update & revise P.Ms.

Hire in equipment as required

Organise external repairs of equipment when required

Maintain spares & ensure availability when required

Maintain housekeeping of workshop & maintenance work site



4.2 Instrument/Electrical Stream.

Grade 1

Hold Fork lift Truck licence within 3 months of commencement of employment

Obtain Crane Chasers permit.

Hold Elect. A Grade licence - Qualified Supervisor Certificate

Hold Electrical Trade Certificate

Perform all elect/inst. work to level of trade skills, on equipment incl. motor installations

Administration - use timesheets, costs codes, record work performed, learn, know & work to plant policies & procedures

Mobile Equipment - carry out minor repairs

Grade 2

In addition to Grade 1 skills the Grade 2 Technician:

Hold St. Johns First Aid Certificate

Hold Electrical Instrument Technician Certificate

Hold High Voltage Operator's Certificate

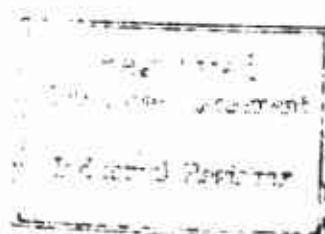
Hold Explosive Power Tool licence

Hold Crane Chasers licence

Administration - raise work orders, raise requisitions, raise information reports, requisition job materials, participate in daily job leadership

Carry out fabrication work to level of module NBB09

Plant Process - knowledge & understanding of:
Grinding/Inloading, Acidulation, Product Distribution, Site Services



Grade 3

In addition to Grade 2 skills the Grade 3 Technician:

Sort and distribute PMs weekly

Maintain backlog

Co-ordinate shutdown work in Superphosphate, Despatch & Bagging Plants

Obtain quotations

Supervise & assist contractors working on site

Order spare parts from outside suppliers

Ensure Engineering work is carried out in compliance of SH&E standards & procedures

Compile & write monthly team report

Complete work orders & return to originator

Organise overtime when required maintain overtime records

Update & revise P.Ms.

Hire in equipment as required

Organise external repairs of equipment when required

Maintain spares & ensure availability when required

Maintain housekeeping of workshop & maintenance work site

Use and work on site computers (Eng./Stores)

Arrange, organise, control or carry out individual tasks or projects

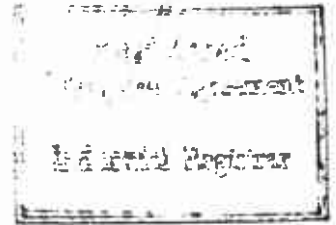
4.3 Mechanical Non Trades Stream

Grade 1

Perform gardening tasks to level of WEA Gardening Certificate.

Administration - use timesheets, cost codes, record work performed, learn, know, and work to plant procedures and policies.

Obtain local knowledge of environment.



Hold Fork Lift truck licence within 3 months of commencement of employment.

Hold Crane drivers permit.

Hold Crane Chasers permit.

Hold Skid Steer licence within 3 months of commencement of employment.

Learn and understand Lube systems and PM's, and carry out lube tasks.

Grade 2

In addition to Grade 1 skills, the Technician shall ;

Hold Crane Chasers licence

Hold Work Cover Authority crane driver licence class 12c

Hold St. Johns First Aid Certificate

Administration - raise work orders, raise requisitions, raise information reports, requisition job materials, participate in daily job leadership.

Pass basic hand tools course - perform and use tools to this standard.

Complete Welding and Thermal Cutting Course NBB09

Obtain Explosive power tool licence.

Grade 3

In addition to Grade 2 skills, the Technician shall ;

Carry out work using Welding and Thermal Cutting skills

Use and work on site computers (Eng / Stores).

Arrange, organise, control or carry out individual tasks or small projects in gardening and lubrication.

Carry out work using explosive power tools.

Maintain general store.

Maintain lubrication systems.

Order spare parts from outside suppliers and maintain lube stock levels.



5. Certificates

- * Fork Lift Truck Certificate (Type 19)
- * Crane Chasers certificate
- * Crane Drivers certificate (Class 12c)
- * Explosive Power Tools licence.
- * Electric Arc Welding Course No. 0278
- * Welding and Thermal Cutting Course No. NBB09
- * Qualified Supervisors Certificate (Electrician)
- * High Voltage Operator's Certificate
- * Electrical Instrument Technician's Certificate
- * Rigging Certificate
- * Scaffolders Certificate
- * St - Johns First Aid Certificate.
- * Restricted Electrical Licence (Connect/Disconnect Motors)
- * WEA Gardening Certificate 8D405D
- * T.A.F.E. Basic Hand Tool Module
- * Skid Steer licence.



Incitec Ltd

COCKLE CREEK

PLANT TECHNICIAN CLASSIFICATION STRUCTURE

SCHEDULE 1



1. SALARIES

The annual rates payable shall be as set out below:

GRADE	BASE SALARY	STREAM				
8	41938	GRADE 3	GRADE 4			
7	40618	GRADE 2	GRADE 3		COORD'N LEVEL 1	COORD'N LEVEL 2
6	38122	GRADE 1	GRADE 2			
5	35799		GRADE 1		GRADE 4	
4	33619			GRADE 3	GRADE 3	COORD'N LEVEL 1
3	31553			GRADE 2		GRADE 3
2	29632			GRADE 1	GRADE 2	GRADE 2
1	27825				GRADE 1	GRADE 1
TRAINEE	26126				TRAINEE	TRAINEE
	\$ WAGE RATE/ ANNUM	INST/ ELECT. STREAM	MECH. STREAM	MECH. NON-TRADE	PROCES S STREAM	DESPATCH STREAM

2. PHONE ALLOWANCE

The phone allowance shall be **\$3.00** (increased annually).

3. MILEAGE ALLOWANCE

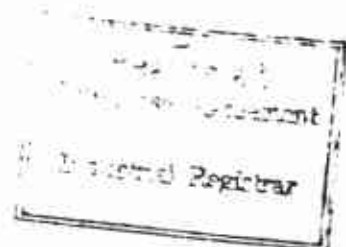
The mileage allowance shall be **\$0.56** (increased annually) per kilometre.

4. MEAL TICKETS

The value of a Meal Ticket shall be **\$8.40** (increased annually).

5. OPERATIVE DATE


The provisions of Schedule 1 will apply from date of registration of this agreement.




SIGNATORIES AND DECLARATION

The parties to this Agreement declare that it was not entered into under duress.


SIGNED for and on behalf of
INCITEC LTD - COCKLE CREEK

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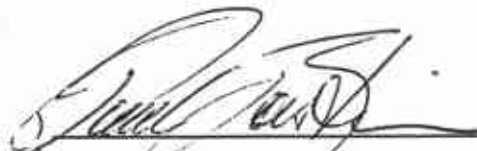
SIGNED for and on behalf of
AWU-FIME AMALGAMATED UNION

) 
) 30, 7, 99
)

SIGNED for and on behalf of
THE ELECTRICAL TRADES UNION
OF AUSTRALIA (NSW BRANCH)

) 
) 20, 9, 99
)

SIGNED for and on behalf of
AUSTRALIAN MANUFACTURING
WORKERS' UNION

) 
) 9, 9, 99
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