



THE ASSOCIATION OF WALL AND CEILING INDUSTRIES NSW

17TH JULY 2007

Workplace Relations - Facts Sheet

To help employees understand their entitlements and protections, the Workplace Authority has produced the Workplace Relations Fact Sheet.

It is a legal requirement for employers in the federal system (those covered by Workchoices eg. Pty Ltd Companies) to supply this fact sheet to their employees. This legal obligation takes effect from the 20 July 2007. For new employees, they must receive it within 7 days of commencing work. For current employees, the fact sheet must be provided by 20 October 2007.

What to do

There are a number of simple ways to distribute the Workplace Relations Fact Sheet to your employees.

- Download the fact sheet and email to staff. The fact sheet can be found <http://www.oea.gov.au/docs/EMPLOYERS/FactSheet/FS-WR-020707.pdf>
- Download the fact sheet, post it on your intranet, and email a direct electronic link to the fact sheet to all employees. The link must directly open the fact sheet file, not just the home page of the intranet site.
- Download the fact sheet and print copies to distribute
- Order printed copies from the website <http://www.oea.gov.au/graphics.asp?showdoc=/employers/WorkplaceRelationsFactSheet.asp>
- Phone the Workplace Infoline on 1300 363 264 to order printed copies.
- If you do not have access to the internet call AWCI NSW for a copy.

State Wage Case Increase

CLERICAL AND ADMINISTRATIVE EMPLOYEES (STATE) AWARD INCREASE TO WAGE RATES AND ALLOWANCES

This award was varied by the Industrial Relations Commission of NSW to increase rates of pay and allowances in accordance with the State Wage Case decision of 8 June 2007. The increases are operative from the first pay period to commence on or after 13 July 2007.

WHO IS AFFECTED?

Employers who are **not** constitutional corporations (and not respondent to a federal Award) may be covered by a State award. Under the Workchoices reforms, employers who are constitutional corporations are no longer covered by State awards and will not be affected by this variation.

KEY POINTS

Award rates have been increased by \$20.00 per week.

If you require a complete listing of this change please let Tracey know and she will send you the details.

**CHANGES TO OTHER AWARDS WILL BE ADVISED AS SOON AS THE
DETAILS ARE AVAILABLE**

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BULLETIN