

# KNOW YOUR AGREEMENT

# Hours of Work

*Westpac Group Enterprise Agreement 2016*

**Note: These arrangements do not apply to you if you are employed by Asgard, BTFG, WFCL, or WGIS.**

Source: Clauses 11.4, 12, 14 and 40.2 Westpac Group Enterprise Agreement 2016

## FACT SHEET



**The Westpac Group Enterprise Agreement 2016 introduced a number of changes relating to hours of work for many business units across the Westpac Group. As a result, there is greater consistency regarding hours of work arrangements. Some of the changes include:**

- Number of hours worked as a full time employee (former full time St.George, BankSA and Bank of Melbourne employees previously worked 150 hours, under this Agreement they will have the option to transition to 152 hours);
- Roster Days Off (RDOs) for more information see FSU fact sheet 'Rostered Days Off (RDOs)';
- A commitment that packaged employees will only be expected to work reasonable additional hours consistent with the National Employment Standards;
- The process Westpac must follow for setting hours of work; (for more information see FSU fact sheet 'Rosters and Changes to Hours') and
- The process that must be followed when changing hours or work, (for more information see FSU fact sheet 'Rosters and Changes to Hours').

### **Ordinary hours or work – what does 'ordinary hours' mean?**

Ordinary hours are the hours you normally and regularly work which do not attract overtime rates.

Ordinary hours also include hours worked on a public holiday, on a day you are rostered to work and time you are away on paid leave.

Excluding meal breaks, you may work ordinary hours up to:

- An average of 152 ordinary hours over 4 weeks;
- 10 ordinary hours in a day;
- 50 ordinary hours in a week.

Unless you agree otherwise, you:

- Will not be engaged for less than 3 ordinary hours on a day;
- Will not be required to work split shifts.



### When am I entitled to loadings during ordinary hours?

Loadings during ordinary hours are payable to unpackaged specialists and full time and part time employees as outlined in the table below:

	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5
Unpackaged	YES	YES	YES	YES	YES
Packaged	N/A	YES	YES	NO	NO

If you are entitled to loadings during ordinary hours, you must receive the following loadings for any ordinary hours you work between the specified times:

WEEKDAY HOURS	MONDAY	TUESDAY – FRIDAY
12am – 6am	100%	30%
9pm – 12am	30%	30%
WEEKEND HOURS	SATURDAY	SUNDAY
12am – 8am	100%	100%
8am – 6pm	50%	75%
6pm – 12am	100%	100%

If you agree to work ordinary hours between 6am and 7am weekdays, no loadings or other penalties are payable.

### How are loadings calculated?

Loadings are calculated on your hourly rate of Fixed Pay. If your annual Fixed Pay is higher than the minimum annual Fixed Pay for Grade 4 (currently \$74,196\*), the loading will be calculated on the minimum hourly rate for grade 4 (pro-rated if you work part time).

*\*minimum rates of pay are adjusted annually on 1 January for the duration of the nominal term of this Agreement.*

### Need more information?

For more information on your rights under the new Westpac Group Enterprise Agreement 2016 contact your FSU Organiser or the FSU Member Rights Centre on 1300 366 378.

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