

CROWN EMPLOYEES (CORRECTIONAL OFFICERS, DEPARTMENT OF CORRECTIVE SERVICES) AWARD 2004 FOR KEMPSEY, DILLWYNIA AND WELLINGTON CORRECTIONAL CENTRES

INDUSTRIAL RELATIONS COMMISSION OF NEW SOUTH WALES

Application by Department of Corrective Services.

(No. IRC 4914 of 2003)

Before The Honourable Justice Marks

3 March 2004

AWARD

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Clause No. Subject Matter

PART A

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2. Title

This Award shall be known as the Crown Employees (Correctional Officers, Department of Corrective Services) Award for Kempsey, Dillwynia and Wellington Correctional Centres.

3. Definitions

In this Award, unless the content or subject matter otherwise indicates, the following definitions apply:

"Act" means the *Public Sector Employment and Management Act 2002*.

"Association" means the Public Service Association of New South Wales.

"Award" means this Award.

"Commander" means the person occupying or acting in the position of Commander.

"Commissioner" means the Chief Executive Officer of the Department as listed in Column 2 of Schedule 1 of the Act.

"Department " means the Department of Corrective Services.

"General Manager" means the person occupying or acting in the position of General Manager at Kempsey, Dillwynia and Wellington Correctional Centres.

"Manager of Security" means the person occupying or acting in the position of Manager of Security at Kempsey, Dillwynia and Wellington Correctional Centres.

"Officer" means an officer who:

is permanently or temporarily employed as a Correctional Officer under the Act at the rank of Correctional Officer, Senior Correctional Officer, Principal Correctional Officer, Chief Correctional Officer, Overseer, Senior Overseer, Principal Overseer or Chief Overseer

is occupying one of the positions covered by this Award at its operative date or is appointed to or employed in one of these positions after that date.

"PEO" means the Public Employment Office constituted under Chapter 6 of the *Public Sector Employment and Management Act 2002*.

"Permanent Part-time Officer" means an officer who is engaged under the Act for set and regular hours that are less than the full contract hours of this Award.

"Senior Assistant Commissioner Inmate and Custodial Services" means the person occupying or acting in the position of Senior Assistant Commissioner Inmate and Custodial Services.

"Shift Worker - Continuous Shifts" means an officer engaged in work carried out in continuous shifts throughout the 24 hours of at least six consecutive days without interruption except during meal breaks or due to unavoidable causes beyond the control of the Commissioner.

"Day Worker" means an officer, other than a shift worker, who works the ordinary hours from Monday to Friday inclusive between the hours of 6.00 am and 6.00 pm.

4. Conditions Fixed by Other Instruments of Employment

- 4.1 The following Awards, insofar as they fix conditions of employment applying to officers covered by this Award, which are not fixed by this Award, shall continue to apply:

Crown Employees (Prison Officers, Department of Corrective Services) Award

Crown Employees (Public Service Conditions of Employment) Award 2002

Crown Employees (Transferred Employees Compensation) Award

- 4.2 The following Agreement made pursuant to section 130 of the Act, insofar as it fixes conditions of employment applying to officers covered by the Award, which are not fixed by this Award, shall continue to apply:

Crown Employees (Transferred Officers' Excess Rent Assistance) Agreement No. 2354 of 1981.

- 4.3 Except as expressly provided by this Award, and except where conditions are covered by the Awards and the Agreement referred to in subclauses 4.1 and 4.2 above, the conditions of officers shall be determined by the provisions of the Act, the *Public Sector Employment and Management (General) Regulation* 1996 and the New South Wales Public Service Personnel Handbook.

5. Principles of Understanding

- 5.1 The parties acknowledge that this Award has been entered into on the basis of a mutual commitment to operate cost efficient and commercially competitive Correctional Centre administration based on modern correctional practices. In meeting this commitment, the Award provides the terms and conditions of custodial and industrial officers working in positions at Kempsey, Dillwynia and Wellington Correctional Centres which are aimed at increasing productivity and flexibility in the conduct of these Centres' operations.
- 5.2 The parties are committed to implement changes to rostering practices and procedures through the promulgation of a 12-week roster and with the preparation of rosters to be undertaken from a centralised location under the control of the Senior Assistant Commissioner Inmate and Custodial Services or delegate.
- 5.3 The parties agree that there will be an amicable settlement of disputes through the establishment of effective consultative mechanisms and a joint commitment to closely adhere to the grievance and dispute settlement procedures contained in this Award.

6. Hours of Work

- 6.1 The ordinary hours of employment for day workers under this Award shall be an average of 38 per week to be worked Monday to Friday inclusive, provided that, by agreement between the parties, ordinary hours up to a maximum of 12 hours per day may be rostered without the payment of additional hours as prescribed in clause 10 of this Award. Meal allowances are not applicable.
- 6.2 The ordinary hours of work for shift workers shall not exceed an average of 38 hours per week in each roster cycle, provided that, by agreement between the parties, ordinary hours up to a maximum of 12 hours per day may be rostered without the payment of additional hours as prescribed in clause 10 of this Award. Meal allowances are not applicable.
- 6.3 Time taken in partaking of meals shall not count as working time, unless such meal is taken as a crib break.

6.4 A crib break is an entitlement to a paid break of 20 minutes to be taken between the third and fifth hour after the commencement of a shift. The break is to be taken away from the direct work location wherever possible (but still within the correctional centre or work location, but away from inmates) with officers being available to respond to any situation should they be required during this break.

7. Shift Work

7.1 For the purpose of this clause:

Early morning shift means any shift commencing before 6.00 am.

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

Night shift means any shift finishing subsequent to midnight and at or before 8.00 am.

7.2 Officers at the ranks of Correctional Officer and Senior Correctional Officer classified as shift workers shall be paid the following allowances other than at weekends or on public holidays:

	Percentage
Early morning shift	10%
Afternoon	15%
Night Shift	17 ½ %

7.3 In the event that an officer is rostered on for duty during the Daylight Savings changeover, the officer will receive payment for a standard shift only, i.e. eight hours, irrespective of whether the hours worked are seven or nine.

7.4 Officers engaged as continuous shift workers under the Award and who are regularly required to perform rostered duty on Saturdays, Sundays and Public Holidays shall receive the following compensation and be subject to the following conditions:

7.4.1 For ordinary rostered time worked on a Saturday - additional payment at the rate of half time extra.

7.4.2 For ordinary rostered time worked on a Sunday - additional payment at the rate of three quarter time extra.

7.4.3 When rostered off on a public holiday - no additional compensation or payment.

7.4.4 When rostered on a public holiday and work performed - additional payment at the rate of half time extra.

7.4.5 Additional payment on the following basis:

Number of ordinary shifts worked on Sundays and/or public holidays during a qualifying period of 12 months from 1 December one year to 30 November the next year	Additional Payment
4 to 10	1/5th of one week's ordinary salary
11 to 17	2/5ths of one week's ordinary salary
18 to 24	3/5ths of one week's ordinary salary
25 to 31	4/5ths of one week's ordinary salary
32 or more	One week's ordinary salary

7.5 The additional payment shall be made after 1 December in each year for the preceding 12 months, provided that:

7.5.1 Where employment of an officer is terminated or the officer retires, the officer shall be entitled to be paid the additional payment that may have accrued under this paragraph from the preceding 1 December until the date of termination or retirement.

7.5.2 Payment shall be made at the rate applying as at 1 December each year, or at the date of termination or retirement.

8. Rostered Day Off

8.1 This clause does not apply to officers above the rank of Senior Correctional Officer or Senior Overseer.

8.2 The hours of work prescribed in subclauses 6.1. and 6.2 above shall be worked on the basis of an allocated day off per month in each 20 working days. Each full-time Correctional Officer, Senior Correctional Officer, Overseer and Senior Overseer shall accrue 0.4 of an hour each eight-hour day towards having the 20th day off with pay.

8.3 An officer's rostered day off shall be determined by the Department having regard to the needs of the establishment or sections thereof. Where practicable, rostered days off shall be consecutive with other days off.

8.4 Once set, the rostered day may not be changed in a current roster cycle unless there are agreed unforeseen circumstances prevailing or for other agreed purposes. Where such circumstances exist and the rostered day off is changed, another day shall be substituted in the current cycle. Should this not be practicable, the rostered day must be given and taken in the roster cycle immediately following.

8.5 The maximum number of rostered days off prescribed in subclause 8.2 above shall be 12 days per annum. There shall be no accrual of rostered days off during the first four weeks of annual leave.

8.6 All other paid leave shall contribute towards the accrual of rostered days off except where paid workers' compensation and long service leave is current throughout the roster period. Where an officer's rostered day off duty falls during a period of sick leave, the officers available sick leave shall not be debited for that day.

8.7 Correctional Officers, Senior Correctional Officers, Overseers and Senior Overseers may elect to receive payment in lieu of all rostered days off on an annual basis or may elect to have a rostered day off each month as prescribed in this Award.

8.8 Annual payment in lieu of all rostered days off shall be made on the first pay day commencing on or after 1 December each year. Pro rata payments can only be made for the year an officer commences duty at Kempsey, Dillwynia or Wellington Correctional Centres, on transfer from these Centres, on retirement, resignation or when employment with the Department is terminated.

8.9 Officers shall make their election at the commencement of each annual period.

8.10 Payment shall be made at the rate applying as at 1 December each year, or as at the date an officer ceases duty at Kempsey, Dillwynia or Wellington Correctional Centres.

9. Shift Handover

9.1 The salaries paid to officers covered under this Award and the application of a 38-hour week recognise that additional time may be involved for an officer at the time of shift handover in:

(a) briefing incoming officers;

(b) incoming officers parading prior to relieving security posts, etc;

(c) undertaking weapons safety check in the presence of the incoming and outgoing officer.

9.2 No additional payment shall be paid for this work.

10. Single Rate for Additional Hours

10.1 Officers who work additional hours above a standard eight- or 12-hour shift or 38-hour week shall be paid at a single rate of \$35.00 per hour for all additional time worked.

10.2 No payment for additional hours shall be paid to officers above the rank of Senior Correctional Officer, except in cases of emergency.

10.3 For the purposes of this Award, emergencies are classed as situations such as riot, fire or hostage.

11. Ranking Structure

11.1 Correctional Officers:

Title

General Manager

Manager of Security

Principal Correctional Officer

Chief Correctional Officer

Senior Correctional Officer

Correctional Officer 1st Class Year 2

Correctional Officer 1st Class Year 1

Correctional Officer Year 2

Correctional Officer Year 1

Correctional Officer Probationary

Correctional Officer (Training)

11.2 Industries Officers:

Title

Principal Industry Officer Level 1

Principal Industry Officer Level 2

Chief Industry Officer

Senior Overseer

Overseer

12. Allowances

12.1 Hosiery

An allowance is payable to female officers to compensate for the purchase of hosiery (which is not provided as part of the standard issue of clothing) as shown in Schedule 2 - Other Allowances, of Part B.

12.2 Meals

Officers covered by this Award are not entitled to meal monies except when working additional hours, where payment shall be made in accordance with the provisions of clause 98 of the Crown Employees (Public Service Conditions of Employment) Award 2002. Payment of an allowance at the rate equivalent to the dinner rate provided in clause 98 of the Crown Employees (Public Service Conditions of Employment) Award 2002 shall be made to officers working a double shift.

13. Annual Leave

13.1 Officers are entitled to Annual Leave as follows:

- (a) Officers engaged as day workers, Monday to Friday, shall be entitled to annual leave in accordance with the provisions of the *Public Sector (General) Regulation 1996*, that is, four weeks' paid leave for each completed year of service.
- (b) Officers engaged as shift workers under this Award and who are regularly required to perform rostered duty on Sundays and Public Holidays shall be entitled to six weeks' annual leave inclusive of public holidays and further compensation in accordance with the provisions of subclause 7.4 of this Award.
- (c) At least two consecutive weeks of recreation leave shall be taken by officers every 12 months, except by agreement with the Commissioner in special circumstances.
- (d) Shift workers may elect to receive payment in lieu for 10 days of their yearly annual leave entitlement. The additional payment shall be made on the commencement of the mandatory two consecutive weeks' annual leave referred to in paragraph (c) above.
- (e) Permanent Part-time Officers shall be entitled to pro rata annual leave calculated in accordance with the proportion of Full-time Officers' hours they work.

14. Annual Leave Loading

14.1 The Annual Leave Loading payable to all officers employed as shift workers shall be 20% in lieu of all other entitlements under this heading. A "shift worker" for the purpose of this clause means an officer who regularly receives shift allowances, including weekend shift allowances, as part of his/her ordinary remuneration.

14.2 Annual Leave loading payable to Correctional Officers who are day workers shall be paid in accordance with the provisions of the Crown Employees (Public Service Conditions of Employment) Award 2002 or its replacement.

15. Higher Duties

15.1 Subject to this clause, an officer who is required to perform duties in a higher position from time to time shall, provided the officer performs the whole of the duties and assumes the whole of the responsibilities of the higher position, be paid an allowance at the difference between the officer's present remuneration, and the salary and allowance, where applicable, prescribed for the higher position.

15.2 This higher duties allowance shall be paid on a daily basis.

16. Performance Management

- 16.1 The Departmental Performance Management System shall be used as a process of identifying, evaluating and developing the work performance of all officers. This will ensure the Department meets its corporate objectives and, at the same time, will benefit officers by way of providing information, establishing agreed targets, providing performance feedback and enhancing rapport with supervisors.
- 16.2 Officers occupying positions of General Manager, Manager of Security, Principal Correctional Officer, Chief Correctional Officer, Principal Industries Officer and Chief Industries Officer shall enter into a performance agreement with the Department.

17. Permanent Part-Time

- 17.1 The Department is committed to providing permanent part-time work opportunities where practicable. Such arrangements should provide flexibility for effective use of resources and be of benefit to staff.
- 17.2 Part-time work arrangements must be acceptable to both the Department and the officer and shall be in accordance with the provisions of the *Industrial Relations Act* 1996 and the Flexible Work Practices Policy and Guidelines issues by the PEO in October 1995.

18. Professional Conduct

18.1 Corporate Plan

Officers shall be committed to personal conduct and service delivery in accordance with the principles, mission and corporate objectives as expressed in the Departmental Corporate Plan.

- 18.2 Officers shall perform their duties diligently, impartially and conscientiously to the best of their ability. All officers will be professional in their conduct with the public, other staff and inmates.

18.3 Dress Code

Officers shall comply with the requirements of the Departmental Dress Code, will ensure their dress and grooming is of the highest standard and will wear and display departmental name tags on a voluntary basis except in areas where there is contact with the public, such as Visits, Gates and Reception Areas.

- 18.4 Officers are expected to have a thorough knowledge of and practice Case Management Principles, as defined by departmental policy and procedures, and shall diligently perform the duties required to implement them. All officers will participate in Case Management.

19. Equality of Employment and Elimination of Discrimination

The parties are committed to providing a work environment which promotes the achievement of equality and elimination of discrimination in employment.

20. Harassment-Free Workplace

- 20.1 The Department is committed to ensuring that officers work in an environment free of harassment. Harassment is any repeated uninvited or unwelcome behaviour directed at another person. The effect of harassment is to offend, annoy or intimidate another person and to make the workplace uncomfortable and unpleasant.

Harassing behaviour is unacceptable and disruptive to the well-being of individuals and workplace productivity.

- 20.2 Harassment on any grounds including, but not limited to, sex, race, marital status, physical impairment, sexual preference, HIV/AIDS or age will not be condoned by the Department or the Association.

- 20.3 Supervising Officers at all levels shall prevent all forms of harassment by setting personal examples, by ensuring proper standards of conduct are maintained in the workplace and by taking immediate and appropriate measures to stop any form of harassment of which they may be aware.
- 20.4 All officers are required to refrain from perpetuating, or being party to, any form of harassment.

21. Anti-Discrimination

- 21.1 It is the intention of the parties bound by this Award 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, age and responsibilities as a carer.
- 21.2 It follows that in, fulfilling their obligations under the dispute resolution procedure prescribed by this Award, the parties have an obligation to take all reasonable steps to ensure that the operation of the provisions of this Award are not directly or indirectly discriminatory in their effects. It will be consistent with the fulfilment of these obligations for the parties to make application to vary any provision of the Award, which, by its terms or operation, has a direct or indirect discriminatory effect.
- 21.3 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 of unlawful discrimination or harassment.
- 21.4 Nothing in this clause is to be taken to affect:
- (a) Any conduct or act which is specifically exempted from anti-discrimination legislation;
 - (b) Offering or providing junior rates of pay to persons under 21 years of age;
 - (c) Any act or practice of a body established to propagate religion which is exempted under section 56(d) of the *Anti-Discrimination Act 1977*
 - (d) A party to this Award from pursuing matters of unlawful discrimination in any State or Federal jurisdiction.
- 21.5 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.

Notes:

- (a) Employers and employees may also be subject to Commonwealth anti-discrimination legislation.
- (b) Section 56(d) of the *Anti-Discrimination Act 1977* provides:

"Nothing in this Act affects ... any other act or practice of a body established to propagate religion that conforms to the doctrines of that religion or is necessary to avoid injury to the religious susceptibilities of the adherents of that religion."

22. Occupational Health and Safety

- 22.1 At all times management and officers will comply with the *Occupational Health and Safety Act 2000*.
- 22.2 The parties are committed to maintaining an accident-free and healthy workplace through:
- (a) Implementation of appropriate health and safety procedures.
 - (b) Appropriate management and risk assessment practices.
 - (c) The active and constructive involvement of all officers in promoting improvements to occupational health, safety and officer welfare.

- (d) Management and employee participation on Safety Committees.

23. Flexible Working and Operational Arrangements

- 23.1 The parties to this Award are committed to introducing greater flexibility in working arrangements, wherever practicable. This includes part-time work, job sharing, part-time leave without pay, career break scheme, part-year employment and variable leave employment as contained in the Flexible Work Practices guidelines.
- 23.2 Consultative Committee
- The parties are prepared to discuss all matters raised which are designed to increase flexibility and enhance the smooth running of the Correctional Centres. A consultative committee shall be established consisting of management and Association representatives. This committee will meet on a regular basis to discuss any matter relevant to the operation of this Award or any other matter considered relevant to the maintenance and improvement of employee relations between the parties during the terms of this Award, and thereafter.
- 23.3 Local Management Board
- A Local Management Board shall be established at each correctional centre covered by this Award to provide advice regarding the operation and routines of each correctional centre. Elected representatives of the Prison Officers Vocational Branch of the Public Service Association shall be allocated two positions on this Local Management Board.
- 23.4 Directed Duties
- The parties recognise that the nature of the correctional environment may present emergent situations or that unforeseen circumstances may alter the usual operation of a correctional centre on a short-term basis. In these circumstances, an officer may be directed to carry out such duties as are reasonably within the limits of the officer's skill, competence and training.
- 23.5 The General Manager, or supervising officer, may direct an officer to carry out such duties and use tools and equipment as may be required, provided that the officer has been properly trained in those duties and in the use of the tools and equipment.
- 23.6 Any direction made pursuant to this clause shall be consistent with the Centre's security requirements, as assessed by the General Manager or most senior officer available at that time, and the Department's obligation to provide a safe and healthy work environment.

24. Deduction of Union Membership and Legal Fees

- 24.1 The Association shall provide the Department with a schedule setting out the Association's fortnightly membership and legal fund fees payable by members of the Association in accordance with the Association rules.
- 24.2 The Association shall advise the Department of any change to the amount of fortnightly membership and legal fees made under its rules. Any variation to the schedule of the Association fortnightly membership fees payable shall be provided to the Department at least one month in advance of the variation taking effect.
- 24.3 Subject to the above clauses, the Department shall deduct the Association's fortnightly membership and legal fees from the pay of any employee who is an Association member in accordance with the Association's rules, provided the employee has authorised the Department to make such deduction.
- 24.4 Monies so deducted from the employee's pay shall be forwarded regularly to the Association together with all necessary information to enable the Association to reconcile and credit subscriptions to employee's membership accounts.

25. Grievance and Dispute Resolution Procedures

25.1 The aim of this procedure is to ensure that industrial and officer grievances or disputes are prevented, or resolved as quickly as possible, at the lowest level in the workplace.

25.2 A grievance may be defined as:

A statement or approach by an officer to a supervisor on a work related problem, concern or complaint which may relate to:-

- (a) harassment and/or discrimination on the basis of sex, race, marital status, disability, sexual preference or age; or
- (b) interpersonal conflict at work, including supervisor, officer and co-worker conflicts; or
- (c) unfair allocation of development opportunities; or
- (d) lack of communication of work-related information; or
- (e) a difficulty concerning the interpretation or application of a departmental policy or procedure.

25.3 A dispute may be defined as:

An issue in relation to any matter contemplated by this Award and related to its application, operation or interpretation.

25.4 The parties to this Award are committed to following the steps set out below and will continue to work normally as these procedures are being followed. No party shall be prejudiced as to final settlement by the continuance of work in accordance with these procedures.

25.5 Where a matter does not fall within the definition of a grievance, it shall be regarded as a dispute and shall be dealt with in accordance with the following procedures:

Step 1

The matter is discussed between the officer(s) and the relevant supervisor. If the matter remains unresolved, follow Step 2.

Step 2

The matter is discussed between the officer(s), the union delegate or officer's nominated representative and their supervisor. If the matter remains unresolved, follow Step 3.

Step 3

The matter is discussed between the officer(s), the union delegate or officer's nominated representative, the supervisor and the General Manager. If the matter remains unresolved, follow Step 4.

Step 4

The matter is discussed between the General Manager, representatives from Human Resources in the case of a grievance or Industrial Relations in the case of a dispute, and the union delegate and/or a union official or officer's nominated representative. If the matter remains unresolved, follow Step 5.

Step 5

The matter is discussed between senior representatives of the Department and the relevant union officials and/or officer's nominated representative.

The parties agree to exhaust the conciliation process before considering Step 6. It is agreed that parties will not deliberately frustrate or delay these procedures.

Step 6

The matter may be referred by either party to the Industrial Relations Commission to exercise its functions under the NSW *Industrial Relations Act 1996*, provided the matter is not a claim for general increases in salary or conditions of employment contained in this Award.

Each of the steps will be followed within a reasonable time frame having regard for the nature of the grievance or dispute.

25.6 Continuance of Work

While the parties are attempting to resolve the matter, the parties shall continue to work in accordance with this Award and their contract of employment unless the employee has a reasonable concern about an imminent risk to his or her safety. Subject to the *Occupational Health and Safety Act 2000*, even if the employee has a reasonable concern about an imminent risk to his or her health or safety, the employee must not unreasonably fail to comply with a direction from management to perform other available work, whether at the same centre or another centre, that is safe and appropriate for the employee to perform.

26. No Further Claims

It is a condition of this Award that the Association undertakes for the duration of the life of this Award not to pursue any extra claims, award or over-award, with respect to the officers covered in this Award.

27. General

Nothing in this Award shall be construed as restricting the Commissioner to alter the duties of any position or to abolish any position covered by this Award in consultation with the Association.

28. Savings of Rights

Should there be a variation to the Crown Employees (Public Sector Salaries - January 2002) Award, or an award replacing it, during the term of this Award, by way of salary increase, this Award shall be varied to give effect to any such increase.

29. Area, Incidence and Duration

29.1 This Award shall apply to all officers as defined in clause 3, Definitions, of this Award.

29.2 This Award shall take effect from the first pay period commencing on or after 3 March 2004 and shall remain in force thereafter for a period of three years.

PART B

SCHEDULE 1

Salaries and Incidental Allowances

1. Annualised Salary Package

Title	Salary \$
General Manager	121,308
Manager of Security	102,338

Principal Correctional Officer	73,208
Chief Correctional Officer	68,150

- 1.1 The above salaries are annualised and include compensation for overtime, penalty rates, incidental allowances, shift allowances and 10 Rostered Days Off per annum.
- 1.2 Officers on an annualised salary package shall be entitled to take the equivalent of one day additional leave in each of the roster periods falling in December and January of each year.
- 1.3 Officers working under this arrangement shall work 20 days in each 28-day roster period for 10 roster periods and 19 days in two 28-day roster periods for two roster periods only. For the 13th roster period, the provisions of subclause 8.5 of this Award shall apply.

2. Correctional Officers

Title	Salary \$	Incidental Allowance \$
Senior Correctional Officer	49,384	3,229
Correctional Officer 1st Class Year 2	46,570	1,937
Correctional Officer 1st Class Year 1	43,044	1,937
Correctional Officer Year 2	40,759	1,294
Correctional Officer Year 1	40,012	970
Correctional Officer Probationary	39,292	646
Correctional Officer (Training)	39,292	(no allowance)

3. Industries Officers

3.1

Title	Annualised Salary \$
Principal Industry Officer Level 1	73,513
Principal Industry Officer Level 2	69,378
Chief Industry Officer	65,507

- 3.1.1 The above salaries are annualised and include compensation for overtime, penalty rates, incidental allowances, shift allowances and 10 Rostered Days Off per annum.
- 3.1.2 Industries Officers on an annualised salary package shall be entitled to take the equivalent of one day additional leave in each of the roster periods falling in December and January of each year.
- 3.1.3 Officers working under this arrangement will work 20 days in each 28-day roster period for 10 roster periods and 19 days in two 28-day roster periods for two roster periods only. For the 13th roster period, the provisions of subclause 8.5 of this Award shall apply.

3.2

Title	Salary \$	Incidental Allowance \$
Senior Overseer	54,921	3,229
Overseer	49,384	1,937

SCHEDULE 2

Other Allowances

1.1

Hosiery	\$240.00 per annum	Subclause 12.1
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ATTACHMENT A

KEMPSEY STAFFING PROFILE

POST	RANK	DAYS PER WEEK	209/365	POSITIONS
1	GENERAL MANAGER	5 DAYS	1.196	1
1	MANAGER OF SECURITY	5 /7 DAYS	1.244	1
2	PRINCIPAL	7 DAYS	3.492	3
4	CHIEF	7 DAYS	6.984	7
		TOTAL	12.916	
13	SCO'S	7 DAYS	22.698	23
1	SCO	5 DAYS	1.196	1
7	SCO'S	2 + PH	3.815	4
		TOTAL	27.709	
35	CO'S	7 DAYS	61.11	61
3	CO'S	5 DAYS	3.588	4
10	CO'S	2 + PH	5.45	5
		TOTAL	70.148	

110.773

Total Custodial Staff Required = 111

1	GENERAL MANAGER	5	1.196
1	MANAGER OF SECURITY	5/7	1.244
1	PRINCIPAL MAXIMUM	7	1.746
1	PRINCIPAL MINIMUM	7	1.746
1	CHIEF MAXIMUM	7	1.746
1	CHIEF MINIMUM	7	1.746
1	CHIEF C' WATCH	7	1.746
1	CHIEF (INTEL)	7	1.746
1	SCO GATE	7	1.746
1	SCO CLINIC	7	1.746
1	SCO F UNIT	7	1.746
1	SCO SERT	7	1.746
1	SCO D UNIT	7	1.746
1	SCO ACTIVITIES	7	1.746
1	SCO MPU	7	1.746
1	SCO ALEC CAMPBELL UNIT	7	1.746
1	SCO RECEPTION	7	1.746
1	SCO C WATCH	7	1.746
1	SCO B WATCH	7	1.746
1	SCO C WATCH FEMALES	7	1.746
1	SCO ALEC CAMPBELL UNIT	7	1.746
1	SCO VBL	5	1.196
5	SCO UNITS	2 + PH	2.725
2	SCO VISITS	2 + PH	1.09
1	CO GATE	7	1.746
1	CO MONITOR ROOM	7	1.746
1	CO F UNIT	7	1.746
1	CO F UNIT	7	1.746
1	CO INDUSTRIES CONTROL	5	1.196
1	CO H CONTROL	7	1.746
1	CO ROSTER SUPPORT	7	1.746
1	CO SERT	7	1.746

1	CO SERT	7	1.746
1	CO CLINIC/DETOX	7	1.746
1	CO D UNIT	7	1.746
1	CO ROVER	7	1.746
1	CO ROVER	7	1.746
1	CO ACTIVITIES	7	1.746
1	CO ACTIVITIES	7	1.746
1	CO VBL/FORENSIC TESTING	5	1.196
1	CO ALEC CAMPBELL UNIT	7	1.746
1	CO MPU	7	1.746
1	CO ROVER FEMALE MIN	7	1.746
1	CO ROVER FEMALE MIN	7	1.746
1	CO RECEPTION	7	1.746
1	CO INDUSTRIES CONTROL	5	1.196
1	CO C WATCH GATE	7	1.746
1	CO C WATCH MONITOR	7	1.746
1	CO C WATCH MPU	7	1.746
1	CO C WATCH CLINIC	7	1.746
1	CO C WATCH ROVER	7	1.746
1	CO C WATCH ROVER	7	1.746
1	CO C WATCH ROVER	7	1.746
1	CO C WATCH ALEC CAMPBELL	7	1.746
1	CO C WATCH ALEC CAMPBELL	7	1.746
1	CO C WATCH FEMALE MINIMUM	7	1.746
1	CO B WATCH GATE	7	1.746
1	CO B WATCH MONITOR	7	1.746
1	CO C WATCH CLINIC	7	1.746
1	CO C WATCH ROVER	7	1.746
1	CO C WATCH ROVER	7	1.746
1	CO C WATCH ROVER	7	1.746
1	CO VISITS PROCESSING	2 + PH	.545
1	CO VISITS SECURITY	2 + PH	.545
1	CO VISITS SECURITY	2 + PH	.545
1	CO VISITS SECURITY	2 + PH	.545
1	CO VISITS SECURITY	2 + PH	.545
1	CO UNITS	2 + PH	.545
1	CO UNITS	2 + PH	.545
1	CO UNITS	2 + PH	.545
1	CO UNITS	2 + PH	.545
1	CO UNITS	2 + PH	.545

ATTACHMENT B

DILLWYNIA STAFFING PROFILE

POST	RANK	DAYS PER WEEK	209/365	POSITIONS
1	GENERAL MANAGER	5 DAYS	1,196	1
1	MANAGER OF SECURITY	5 /7 DAYS	1,244	1
1	PRINCIPAL	7 DAYS	1,746	2
2	CHIEF	7 DAYS	3,492	3
1	CHIEF	5/7 DAYS	1,244	1
	TOTAL		8,922	
14	SCO's	7 DAYS	24,444	25
1	SCO	5 DAYS	1,196	1
2	SCO's	2 + PH	1.09	1
	TOTAL		26.730	

28	CO's	7 DAYS	48.888	50
5	CO's	5 DAYS	5.98	6
7	CO's	2 + PH	3.815	4
		TOTAL	58.683	

94.335

Total Custodial Staff Required = 95

1	GENERAL MANAGER	5	1.196
1	MANAGER OF SECURITY	5/7	1.244
1	PRINCIPAL	7	1.746
2	CHIEF	7	3.492
1	CHIEF (INTEL)	5/7	1.244
1	SCO GATE	7	1.746
1	SCO ACTIVITIES	7	1.746
1	SCO RECEPTION	7	1.746
1	SCO CLINIC	7	1.746
1	SCO HONOUR UNITS	7	1.746
1	SCO HONOUR UNITS C WATCH	7	1.746
1	SCO C WATCH N/SENIOR	7	1.746
1	SCO B WATCH N/SENIOR	7	1.746
1	SCO LOW NEEDS	7	1.746
1	SCO MEDIUM NEEDS	7	1.746
1	SCO THERAPEUTIC UNIT	5	1.196
1	SCO GATE C WATCH	7	1.746
1	SCO MONITOR ROOM	7	1.746
1	SCO HIGH NEEDS	7	1.746
1	SCO SEG UNIT	7	1.746
2	SCO VISITS	2 + PH	1.09
1	CO GATE	7	1.746
1	CO CLINIC	7	1.746
1	CO ACTIVITIES	7	1.746
1	CO HIGH NEEDS	7	1.746
2	CO MEDIUM NEEDS	7	3.492
1	CO LOW NEEDS	7	1.746
2	CO SEG UNIT	7	3.492
1	CO MONITOR ROOM	7	1.746
3	CO B WATCH ROVER	7	5.238
1	CO B WATCH MONITOR ROOM	7	1.746
1	CO B WATCH HONOUR UNIT	7	1.746
1	CO B WATCH GATE	7	1.746
3	CO C WATCH ROVER	7	5.238
1	CO C WATCH MONITOR ROOM	7	1.746
1	CO C WATCH GATE	7	1.746
2	CO D WATCH MEDIUM NEEDS	7	3.492
2	CO D WATCH LOW NEEDS	7	3.492
2	CO D WATCH THERAPEUTIC UNIT	7	3.492
1	CO D WATCH CLINIC	7	1.746
1	CO THERAPEUTIC UNIT	5	1.196
2	CO LEGAL VISITS	5	2.392
2	CO ESCORTS	5	2.392

1	CO VISITS CONTROL	2 + PH	.545
2	CO VISITS SEARCH	2 + PH	1.09
2	CO VISITS PATROL	2 + PH	1.09
2	CO VISITS OFFICE	2 + PH	1.09

F. MARKS *J.*

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