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**TASMANIAN INDUSTRIAL COMMISSION**

Industrial Relations Act 1984

**T.265 and T.266 of 1985**

**IN THE MATTER OF** APPLICATIONS BY THE TASMANIAN PUBLIC SERVICE ASSOCIATION AND THE TASMANIAN TRADES AND LABOR COUNCIL TO VARY SALARIES AND ALLOWANCES IN NOMINATED PUBLIC AND PRIVATE SECTOR AWARDS IN ACCORDANCE WITH THE NATIONAL WAGE CASE DECISION OF 4 NOVEMBER 1985

**ORDER BY CONSENT -**

**No. 3 of 1985  
(Consolidated)**

AMEND THE **CLERICAL OFFICERS (PUBLIC AND MENTAL HEALTH SERVICES) PRINCIPAL AWARD NO. 6** BY DELETING ALL CLAUSES CONTAINED THEREIN, AND INSERTING IN LIEU THEREOF THE FOLLOWING:

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## **1. TITLE**

This award shall be known as the "Clerical Officers' (Public and Mental Health Services) Award".

## **2. SCOPE**

Subject to the exceptions and conditions contained herein, this award shall apply to all persons permanently or temporarily employed under the provisions of either:

- (a) the Public Service Act 1973, in the Public Service of the State;
- (b) the Mental Health Services Act 1967, in the Mental Health Service;
- (c) the Education Act 1932, in the Education Department; or
- (d) the Tasmanian Development Act 1983, by the Tasmanian Development Authority

who are employees within the meaning of Part V of the Public Service Act 1973 and who occupy a position covered by this award, the duties of which are either of an administrative or clerical nature.

## **3. ARRANGEMENT**

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#### **4. DATE OF OPERATION**

This award shall come into operation as from the beginning of the first full pay period to commence on or after 4 November 1985.

Provided that, it is a term of this award that the unions undertake that they will not pursue any extra claims, award or overaward, except where consistent with the Principles of Wage Fixation of the Tasmanian Industrial Commission.

#### **5. SUPERSESION AND SAVINGS**

This award incorporates and supersedes the Clerical Officers' (Public and Mental Health Services) Principal Award No. 6 and the amendments (Nos. 1 - 3 inclusive and Nos. 1 and 2 of 1985) made thereto.

Provided that, no right, obligation or liability incurred or accrued under any of the abovementioned provisions shall be affected by the replacement and supersession.

Provided further, that the provisions of the Public Service Act 1973 and the regulations made thereunder, the Mental Health Services Act 1967 and the regulations made thereunder, the Education Act 1932 and the regulations made thereunder, the Tasmanian Development Act 1983 and the regulations made thereunder, as the case may require, shall continue to apply to officers or classes of officer covered by this award as and where such Acts and regulations are applicable, save insofar as the salary to be received by, and the conditions of service of such officers or class of officer are inconsistent with the provisions of this award.

#### **6. PARTIES AND PERSONS BOUND**

Unless otherwise specified, this award shall have application to and be binding upon:

- (a) the Tasmanian Public Service Association and the Officers of that organisation and their members for whom classifications appear in this award;
- (b) the Public Service Board of Tasmania in relation to all officers (as defined) for whom classifications appear in this award, whether members of a Registered Organisation or not;
- (c) the Mental Health Services Commission in relation to all officers (as defined) for whom classifications appear in this award, whether members of a Registered Organisation or not;
- (d) the Director-General of Education in relation to all officers (as defined) for whom classifications appear in this award, whether members of a Registered Organisation or not;

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- (e) the Tasmanian Development Authority in relation to all officers (as defined) for whom classifications appear in this award, whether members of a Registered Organisation or not; and
- (f) the Tasmanian Trades and Labor Council.

## **7. DEFINITIONS**

In this award, unless the contrary intention appears:

**'Officer'** means a person permanently or temporarily employed under the provisions of either

- (a) the Public Service Act 1973, in the Public Service of the State;
- (b) the Mental Health Services Act 1967, in the Mental Health Service;
- (c) the Education Act 1932, in the Education Department;
- (d) the Tasmanian Development Act 1983, by the Tasmanian Development Authority,

who, being an employee within the meaning of Part V of the Public Service Act 1973, upon the date upon which this award comes into force, occupies a position covered by this award, the duties of which are either of an administrative or clerical nature, or who after that date is appointed to such a position.

## **8. SALARIES**

An officer classified or graded within a class or grade prescribed by this award shall, subject to satisfying the prescribed requirements, be paid

- (i) in the case of an adult officer, at the salary rate determined for the relevant classification, as hereinafter set forth;
- (ii) in the case of a junior officer, in accordance with the relevant scale in the Junior Officers' (Public and Mental Health Services) Award.

PROVIDED THAT the salary for an officer in the Agent-General's Office, London, shall be paid in sterling at the rate of one pound sterling for each two dollars Australian.

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1. ADMINISTRATIVE AND CLERICAL OFFICER	Salary per annum \$
(a) Adult Officer	
Class I	
1st year of service	14800
2nd year of service .	15246
3rd year of service	15687
4th year of service	16143
5th year of service	16614
6th year of service	17068
7th year of service and thereafter	17575
Class II	
1st year of service	18082
2nd year of service	18728
3rd year of service and thereafter	19365
Class III	
1st year of service	20006
2nd year of service and thereafter	20646
Class IV	
1st year of service	21277
2nd year of service and thereafter	21910
Class V	
1st year of service	22410
2nd year of service and thereafter	22917
Class VI	
1st year of service	23418
2nd year of service	23923
3rd year of service and thereafter	24424
Class VII	
1st year of service	24933
2nd year of service	25567
3rd year of service and thereafter	26194

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Class VIII

1st year of service	26821
2nd year of service	27328
3rd year of service and thereafter	27961

Class IX

1st year of service	28461
2nd year of service	29099
3rd year of service and thereafter	29723

Class X

1st year of service	30354
2nd year of service and thereafter	30982

Class XI

1st year of service	31676
2nd year of service and thereafter	32371

Class XII

1st year of service	33062
2nd year of service and thereafter	33754

Class XIII	35148
Class XIV	36529
Class XV	38044
Class XVI	39558
Class XVII	40928
Class XVIII	42416
Class XIX	44135
Class XX	45849
Class XXI	47568

2. CLERICAL ASSISTANT

(a) Adult Officer

Class I

1st year of service	13789
2nd year of service	14013
3rd year of service	14243
4th year of service and thereafter	14468

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Class II

1st year of service	14692
2nd year of service	14914
3rd year of service and thereafter	15133

Class III

1st year of service	15354
2nd year of service	15573
3rd year of service and thereafter	15795

Class IV

1st year of service	16033
2nd year of service	16262
3rd year of service and thereafter	16494

Class V

1st year of service	16728
2nd year of service and thereafter	16956

Class VI

1st year of service	17197
2nd year of service and thereafter	17447

Class VII

1st year of service	17709
2nd year of service and thereafter	17961

Class VIII

1st year of service	18215
2nd year of service and thereafter	18594

Class IX

1st year of service	18982
2nd year of service and thereafter	19365

Class X

1st year of service	19750
2nd year of service and thereafter	20140

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## **9. CONDITIONS OF SERVICE**

The conditions of service of officers covered by this award shall be as follows:-

- (i) for officers appointed under the provisions of the Public Service Act 1973 and for officers transferred from the Public Service to the employment of the Tasmanian Development Authority under the provisions of the Tasmanian Development Act 1983 - in accordance with the General Conditions of Service Award of the Tasmanian Industrial Commission;
- (ii) for officers appointed under the provisions of the Mental Health Act 1967 - in accordance with the General Conditions of Service Award of this Commission;
- (iii) for officers appointed under the Education Act 1932 - in accordance with the Education Regulations 1971;
- (iv) for other officers - until otherwise determined by this Commission, in accordance with the provisions of the relevant Act, Regulations, or Instrument by virtue of which they are appointed.

## **10. NEW APPOINTMENTS AND PROMOTIONS**

The commencing salary of a person or officer either on first appointment or on promotion to a position within a class or grade of a classification in respect of which salary scales are prescribed by this award shall be the minimum salary for that position on the appropriate scale, except in any case where, in the opinion of the controlling authority, the qualifications and the practical experience of such person or officer in the appropriate field justify a higher salary.

## **11. QUALIFICATIONS**

Unless otherwise prescribed no person shall hold a position classified or graded within a class or grade prescribed by this award unless he is eligible for appointment as an officer (as defined) and in addition possesses those qualifications and/or has that experience deemed necessary by the controlling authority for the efficient discharge of the duties of the position to be filled.

## **12. SALARY INCREMENTS**

1. Except where otherwise determined by this award, or where inconsistent with any Act, an officer, while holding a position classified or graded within a class or grade of a classification in respect of which a salary scale is prescribed by this award, and who for not less than twelve months has been in receipt of a salary less than the maximum salary prescribed for such classification, shall be entitled to receive the annual increment prescribed for such classification until the maximum salary is reached.



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PROVIDED THAT an officer who was an officer on the date of this award shall be entitled to receive such increment on the anniversary of the date upon which he received his last salary increment in respect of his present position.

2. An officer whilst continuing to hold the same office or position shall, unless the controlling authority otherwise determines, be deemed, for the purposes of this clause, to have been in receipt of a salary during any period of leave without pay in the twelve months immediately following the date upon which his previous salary increment was awarded.
3. Notwithstanding anything contained in this award, no officer shall be entitled to receive any increase in salary by virtue of this clause unless, in the opinion of the controlling authority, his conduct, diligence and efficiency during the twelve months immediately prior to the date from which such increase would be payable shall have been satisfactory.

R.K. Gozzi  
**COMMISSIONER**

11 December 1985