

T15043 of 2023



Industrial Relations Act 1984  
s 55 Industrial Agreement

# PARKS & WILDLIFE SERVICE INDUSTRIAL AGREEMENT 2022

Between the

Minister administering the *State Service Act 2000*

and the

The Community and Public Sector Union (State Public Services Federation  
Tasmania) Inc.



## TITLE

This Agreement shall be known as the *Parks & Wildlife Service Industrial Agreement 2022*.

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## 1 APPLICATION

This Agreement is made in respect of employees who are assigned duties in the Parks and Wildlife Service.

## 2 DATE AND PERIOD OF OPERATION

- 2.1 This Agreement cancels and replaces the *Parks & Wildlife Service Industrial Agreement 2009* which was registered on 26 June 2009.
- 2.2 This Agreement applies with effect from 1 January 2022 and will remain in force until 30 June 2024.

## 3 PARTIES BOUND

This Agreement is between the Minister administering the *State Service Act 2000* and the Community and Public Sector Union (State Public Service Federation Tasmania) Inc.

## 4 RELATIONSHIP TO AWARDS AND AGREEMENTS

This Agreement prevails to the extent of any inconsistency that occurs between this Agreement and the Tasmanian State Service Award (TSSA), Public Sector Union Wages Agreement (PSUWA) or any registered Agreement with the Minister administering the *State Service Act 2000*.

## 5 DEFINITIONS

'Accrued Day Off (ADO)' means a paid day off for employees who work a 38-hour week in accordance with a roster.

'Broadband Progression Assessment' means a progression from one band to another without promotion subject to assessment for advancement against agreed criteria outlined in Schedule 3 Broadbanding Pilot Program.

'Agency' means the Government Department responsible for administration of the *National Parks and Reserves Management Act 2002*.

'Annual Base Salary' means annual salary specified in a classification Band, exclusive of an allowance or salary loading.

'Authorised' means a verbal or written requirement or an instruction by a manager with the appropriate delegated authority.

'Broadband' means a classification structure assigned to specified duties that includes two or more classification bands.





'Bushfire Suppression Operations' means work directly involved in or supporting bushfire suppression activities.

'Complex planned burns' are characterised by moderate to high risk, a range of fire intensity, medium to large areas, significant potential impact on assets and/or involve a variety of fuels and terrain.

'Day Worker' means an employee who works their ordinary hours within the days Monday to Friday and not according to a roster.

'Employee Record' means the record of time worked by the employee in the employee's personally issued *Parks and Wildlife Service Works Record Book*, or other appropriate record as approved by the Agency.

'Event Basis' means as and when the occasion occurs.

'Field Centres' are defined as operational areas according to geographic boundaries. Field Centres are ranked according to level of complexity considering, but not limited to, the following criteria:

- resident population and visitation volume;
- number and type of reserves, area and average size;
- asset value, number and area of high use sites;
- number of employees employed within the field centre;
- degree of isolation and support available; and
- number of leases and licences within the field centre.

'Holiday with Pay' means a statutory holiday, as defined by the TSSA.

'Operational Year' means a twelve-month period commencing from the first full pay period on or after 1 July.

'Planned Burn operations' means fires that are planned and deliberately ignited for the purpose of fuel reduction.

'Roster' means work arrangements for shift employees to provide operational service delivery for seven days per week for an Operational Year. An employee on a roster is deemed to be authorised to undertake the work required according to those roster arrangements.

'Rostered Day Off (RDO)' means an unpaid day off for shift employees who work according to a roster covering 38 hours per week.

'Salary Loading' means an authorised payment as a percentage of annual base salary relevant to the work arrangements. These payments may be aggregated. The salary loading excludes payment for Bushfire Suppression Operations which is subject to separate payment according to Clause 11 of this Agreement.





'Shift Worker' means an employee who works in accordance with a roster based on a 38 hour week which includes work on weekend days and Holidays with Pay.

'Simple planned burns' are burns that are characterised by low risk, low intensity, small area, low potential impact on assets, completion in one shift and minimal variation of fuel and terrain.

'TSSA' means the Tasmanian State Service Award.

'Work Arrangements' means any work for which a salary loading is payable according to Clause 9 of this Agreement.

## 6 DAY WORKERS

- 6.1 The applicable provisions contained within the TSSA apply to day workers, unless otherwise specified in this Agreement.
- 6.2 The ordinary hours of work for day workers are 38 hours per week, except those employees who, prior to the registration of this Agreement, work 36 hours and 45 minutes per week and elect to continue this arrangement.
- 6.3 Day Workers who work 38 hours per week work 8 hours per day according to a cycle of 19 days a month, which provides for one ADO.
- 6.4 No more than two ADOs are to be accumulated at any one time.
- 6.5 Notwithstanding subclause 6.4, an employee continues to accumulate ADO's if authorised to do so due to operational demands.
- 6.6 By agreement between the relevant manager and the employee, a Day Worker may be employed as a Shift Worker on a seasonal basis or from time to time, in which case the provisions for Shift Workers apply.
- 6.7 Day Workers, not employed as Shift Workers, may access flexi-time provisions contained within the TSSA, and work 7 hours and 36 minutes per day, without access to an ADO, as agreed and authorised by the relevant manager.

## 7 SHIFT WORKERS

- 7.1 The ordinary hours of work for a shift worker include work on any day including weekend days and Holidays with Pay according to a roster based on a 38 hour week.
- 7.2 Employees who work 38 hours per week work 8 hours per day according to a cycle of 19 days a month, which provides for one ADO.
- 7.3 Wherever practical, the ADO is to be rostered to be taken in conjunction with normal rostered days off.
- 7.4 No more than two ADOs are to be accumulated at any one time.



- 7.5 Notwithstanding subclause 7.4, an employee continues to accumulate ADOs if authorised to do so due to operational demands.
- 7.6 Workplace Flexibility Arrangements (WFA) are available to shift workers as per Part V, Clause 3, of the TSSA.

## 8 SHIFT WORK LEAVE

- 8.1 Shift workers who work 20 or more weekend days per Operational Year are entitled to five (5) additional days of shift work leave. This is in lieu of an entitlement to an additional week of recreation leave for seven-day shift workers as provided under the TSSA.
- 8.2 Employees may elect to receive a salary loading of 1% of annual base salary in lieu of the 5 days leave available under subclause 8.1 according to an Operational Year.
- 8.3 The salary loading for shift leave is payable commencing on the start of a new Operational Year subject to having worked 20 weekend days during the previous Operational Year.

## 9 SALARY LOADINGS

### 9.1 Salary Loadings

- (i) A salary loading is authorised and payable according to the work arrangements and rates specified in this clause but does not include work associated with Bushfire Suppression Operations, which is to be paid in accordance with Clause 11, on an event basis.
- (ii) Employees authorised to receive a salary loading for:
- (a) work on weekend days and Holidays with Pay; and/or
  - (b) working overtime; and/or
  - (c) being subject to Availability and Recall; and/or
  - (d) performing First Aid duties.

are to be paid the salary loading relevant to the work arrangements and the rates specified in the relevant subclauses 9.2, 9.3, 9.4 and 9.5 and at Schedule 1 of this Agreement, in lieu of Award entitlements for working those hours. The particular work arrangements, allowances and salary loadings authorised to be worked by an employee is as prescribed in the applicable Statement of Duties, which may be varied from time to time, subject to subclause 9.1 (vi).

- (iii) Employees authorised to undertake duties prescribed in 9.1(ii)(a), (b), (c) and (d) of this clause, who are not compensated through a salary loading, are to be paid in accordance with the TSSA.
- (iv) The responsibility to maintain accurate records at all times when in receipt of a salary loading rests with the employee and the employer.





- (v) An Employee Record is to be maintained in accordance with agency procedures as an official record of the work arrangements actually undertaken by employees.
- (vi) A review of the Employee Record is to be conducted annually prior to the end of an Operational Year to ensure the work arrangements specified in the relevant Statement of Duties are consistent with the work arrangements actually undertaken.
- (vii) The increase to salary loadings provided by Clause 9 and in Schedule 1 have effect from the first full pay period commencing on or after the date of registration of this Agreement.

## 9.2 Weekend days and Holidays with Pay

- (i) An employee authorised to work weekend days and Holidays with Pay attracting a salary loading is to be paid a salary loading specified in Schedule 1 in lieu of all other payments for weekends and Holidays with Pay.
- (ii) An employee who seeks to work more weekend days and Holidays with Pay than prescribed in the Statement of Duties is to have prior authorisation from the relevant manager before working those days.
- (iii) Shift workers are entitled to an additional paid day off when a Rostered Day Off (RDO) falls on a Holiday with Pay, which is to be taken in conjunction with the block of rostered days off in which the Holiday with Pay occurred.
- (iv) An employee will not be required to work more than two (2) consecutive weekends, unless the employee agrees to do so or when working on Bushfire Suppression Operations.
- (v) An employee who is required and authorised to work more than the number of days prescribed in the Statement of Duties is to be paid appropriate penalty rates according to the TSSA.

## 9.3 Overtime

- (i) This subclause applies only to employees who were in receipt of a salary loading for overtime as prescribed by the previous Parks & Wildlife Agreement 2009 and are in receipt of a salary loading for overtime as at the date of registration of this Agreement. These employees will maintain their entitlement under this subclause and are expected to work the hours of overtime consistent with the salary loading rate prescribed in Schedule 1 in lieu of all other payments for overtime and time off in lieu of overtime, until such time as their position is vacated.
- (ii) Following the date of registration of this Agreement, all new employees, and employees not already in receipt of a salary loading for overtime, will be entitled to the relevant overtime provisions contained within the TSSA.





- (iii) Notwithstanding sub-clause (i) above, employees who are in receipt of a salary loading for overtime under this subclause may elect to revert to payment of overtime as provided for under the TSSA in lieu of payment of a salary loading for overtime under this subclause.
- (v) Employees authorised to work more than the overtime prescribed for in the Statement of Duties are to be compensated for any overtime worked according to the TSSA on an event basis.
- (vi) For the purpose of calculating a salary loading for overtime, overtime in this subclause has the same meaning as in the TSSA, but excludes overtime worked on:
  - (a) Bushfire Suppression Operations; and
  - (b) Normal hours of duty and normal number of hours per day during any weekend day or Holiday with Pay.
- (vii) Overtime includes, but is not limited to:
  - (a) Non-bushfire suppression operations – planned burns (e.g. fuel reduction burning);
  - (b) After hours disturbances;
  - (c) Recall to duty (Recall as defined in the TSSA);
  - (d) After hours law enforcement operations;
  - (e) Attending after hours community meetings; and
  - (f) Non-bushfire critical incidents such as whale strandings and assisting with research and/or rescues.

#### 9.4 Availability and Recall

- (i) For the purposes of this subclause, Availability and Recall are as described in the TSSA.
- (ii) Employees authorised to be available for Recall according to a roster, in accordance with subclause 9.1, or as requested by the manager from time to time, are to be paid a salary loading specified in Schedule 1 in lieu of the payment for Availability prescribed in the TSSA.
- (iii) An employee authorised to be Available for Recall more than prescribed by the Statement of Duties is to be paid the payment for Availability according to the TSSA on an event basis.
- (iv) An employee is not to be rostered or directed to be Available for more than 10 consecutive days at a time, with a minimum period of 4 days between being rostered or requested, unless otherwise agreed.

#### 9.5 First Aid Allowance

- (i) An employee required by the Statement of Duties or in writing by the Agency to obtain a relevant First Aid Certificate as specified by the TSSA, and perform first aid duties in



accordance with subclause 9.1, is to receive a salary loading of 1% of annual base salary in lieu of the First Aid Certificate Allowance prescribed in the TSSA.

- (ii) An employee in receipt of a salary loading in accordance with this subclause is to renew the certificate for which the loading is payable within 3 months of its expiry.
- (iii) The salary loading is not paid until such time as the certificate is obtained.
- (iv) Possession of a relevant First Aid Certificate or other training in first aid does not automatically entitle an employee to the salary loading payable under this sub clause, as the employee is to be nominated by the agency to perform those duties.
- (v) An employee who is no longer required to maintain a relevant First Aid Certificate is to receive three months written notice and is to continue to receive the salary loading for the balance of the Operational Year in which the notice is given.
- (vi) An employee in receipt of the First Aid Certificate Allowance as prescribed in the TSSA may continue to receive that allowance or elect to receive the salary loading payable under this subclause.

#### 9.6 Voluntary or Employee Initiated Changes to work arrangements affecting salary loading

- (i) An employee may make a request to the Agency to alter their work arrangements. Any request under this subclause is to be made to the employee's relevant manager in the Agency and is to be considered by the Agency, taking into account:
  - (g) the effect on operational service delivery;
  - (h) The ability of other employees to meet operational service delivery requirements; and
  - (i) Any alternative arrangements that are practical to implement; and
  - (j) The individual employee's personal circumstances
- (ii) A request made under subclause 9.6 (i) may be approved or declined by the Agency. Any decision made is to be documented in writing.
- (iii) An employee may, by mutual agreement with their manager, be authorised to change work arrangements which may alter a salary loading(s).
- (iv) Under normal circumstances, an employee-initiated variation to work arrangements which alters a salary loading(s) payable pursuant to Clause 9, is to take effect from a new Operational Year. Circumstances in which an earlier operational date for effecting change can occur include, but are not limited to:
  - (a) Personal and immediate family issues such as illness and care;
  - (b) Education requirements;
  - (c) Relocation; and
  - (d) Work/life balance.





- (v) Any alteration to work arrangements and salary loading will be documented in writing.
- (vi) An alteration to work arrangements and salary loading can be for a specified period and will be subject to review.

#### 9.7 Agency Initiated Change to work arrangements affecting salary loading

- (i) The Agency may alter the work arrangements of an employee which may consequently alter any salary loading(s) payable to an employee.
- (ii) An employee who receives a salary loading(s) under this Agreement is to retain 50%, as a minimum, of the previous Operational Year's salary loading(s) in a subsequent Operational Year, regardless of the work arrangements actually required, excluding any payment for the First Aid Allowance.
- (iii) An employee is to be notified in writing at least 3 months in advance of any changes in accordance with sub-clause (i) of this subclause, which are not to take effect earlier than the commencement of a new Operational Year.

PROVIDED the employee and Agency may agree in writing that changes are to be implemented with less than 3 months' notice and/or prior to the commencement of the new Operational Year

- (iv) A change in accordance with subclause (i) of this clause is to be documented in writing and is to be implemented after consideration has been given to and taking into account:
  - (a) the effect on expected operational service delivery;
  - (b) the ability of other employees to meet operational service delivery requirements; and
  - (c) any alternative arrangements that are practical to implement.

## 10 TRANSITIONAL ARRANGEMENTS

### 10.1 Weekend and Holidays with Pay

- (i) An employee who is paid a salary loading for Weekend days and Holidays with Pay prior to the registration of this Agreement will be paid the same salary loaded rate after registration of this Agreement and be expected to work the number of Weekend days and Holidays with Pay consistent with that salary loading as prescribed in Schedule 1.
- (ii) Employees in receipt of a salary loading for Weekend days and Holidays with Pay in accordance with subclause 9.1 are to accurately record actual weekends and Holidays with Pay worked.





- (iii) A review of Employee Records will be conducted after 12 months from the date of registration of this Agreement and annually prior to the end of an Operational Year to ensure the salary loading paid in subclause 9.1 is consistent with work actually undertaken.
- (iv) At any time during the first 12-month period after registration of this Agreement an employee may apply to the Agency to move to a higher Weekend days and Holiday with Pay salary loading as prescribed in Schedule 1 within the range that applied to them prior to the date of registration of this Agreement provided:
  - (a) The employee can demonstrate by their Employee Record that they have worked the required Weekend days and Holidays with Pay consistent with the applicable Weekend days and Holiday with Pay salary loading in the preceding Operational year; and
  - (b) The Agency expects that work pattern will continue.

#### 10.2 Availability Salary Loading

- (i) An employee who is paid a salary loading for Availability prior to the registration of this Agreement will be paid the same salary loaded rate after registration of this Agreement and be expected to be Available for hours of Availability consistent with that salary loading as prescribed in Schedule 1.
- (ii) In the event the 'same' salary loaded rate (as described in Clause 10.2(i)) is not prescribed in Schedule 1 the employee will have the option of electing to be paid either:
  - (a) The next available salary loading prescribed in Schedule 1 (and then be expected to be available for hours consistent with that percentage salary loading) or
  - (b) The availability salary loading prescribed in Schedule 1 immediately below the salary loading they received prior to registration of this Agreement (and then be expected to be available for hours consistent with that percentage salary loading).
- (iii) If an employee fails to make an election per 10.2(ii) the higher next available salary loading will apply as a default.

## 11 BUSHFIRE SUPPRESSION OPERATIONS AND PLANNED BURNS OPERATIONS

- 11.1 Employees undertaking Bushfire Suppression Operations are to be paid for hours worked according to the relevant overtime and penalty provisions specified in the TSSA.
- 11.2 Employees undertaking planned burns operations that are in receipt of an overtime salary loading at the date of registration of this Agreement as prescribed in this Agreement are paid



- that overtime salary loading in lieu of payment for overtime or time off in lieu as provided for in the TSSA, for time worked.
- 11.3 An employee engaged in Bushfire Suppression Operations on any weekend day or Holiday with Pay who would otherwise be rostered off is to be paid the appropriate penalty and overtime rates for the time worked but will not record this as a weekend day or Holiday with Pay worked, for which an employee receives a salary loading
  - 11.4 Employees appointed to a role specified in Schedule 2 are to be paid at the appropriate rate specified for the role, which, in respect of Bushfire Suppression Operations only, is also the rate to be used for calculating any penalty and overtime payments that apply, subject to subclause 11.5.
  - 11.5 Bushfire Suppression Operations do not include work on any Planned Burns operations such as fuel reduction burning unless a planned burn turns into a Bushfire Suppression Operation.
  - 11.6 Fires are declared and managed in accordance with agency bushfire management policy and the Inter-Agency Fire Management Protocol.
  - 11.7 Schedule 2 prescribes the salary level applicable for Bushfire Suppression and Planned Burns Operations positions as appointed by the Incident Controller and has effect from 1 January 2022.
  - 11.8 The Agency will designate whether, for Bushfire Suppression Operations, an incident is a Level 2 or Level 3 incident and, for Planned Burns Operations, whether a planned burn is a simple or a complex planned burn.
  - 11.9 An employee appointed to a Bushfire Suppression Operations role or Planned Burns Operations role whose normal duties are classified at a higher substantive level than a role designated in Schedule 2 is to be paid their substantive salary, which, in respect of Bushfire Suppression Operations only, is to be the basis for the calculation of any penalty and overtime payments.
  - 11.10 The structure and appointment of roles is at the discretion of the Incident Controller based on a determination of which roles are required to effectively manage the bushfire. Inclusion of roles in the table does not imply that roles are required or appointed for every bushfire.
  - 11.11 Employees will not be appointed to incident management team roles unless they have the necessary skills, qualifications and expertise required to perform the role.
  - 11.12 Persons appointed as a strike team leader or task force leader (usually appointed during interstate deployments) will be paid as crew leader, sector commander or divisional commander depending on an assessment of the level of responsibility. A comparative assessment will be undertaken upon return from an interstate deployment to determine equivalent level of responsibility/classification.





- 11.13 An employee must be appointed to, or exercise the responsibilities of, the roles listed in Schedule 2 for a minimum of four hours to be eligible to receive the salary rate specified in that Schedule.

## 12 BROADBANDING PILOT PROGRAM

- 12.1 A Broadband Pilot Program (BPP) will be implemented within the Agency for a period of 2 years from the date of registration of this Agreement.
- 12.2 The BPP will be implemented in accordance with Schedule 3.
- 12.3 Evaluation of the BPP is to be completed within 3 months of the conclusion of the 2-year period (unless a replacement Agreement is in operation). The parties to the Agreement will convene an Evaluation Committee to assess the costs and benefits of the BPP. An evaluation report will be developed by that Committee including an assessment of the impact (if any) of broadbanding on workforce development, effective utilisation of higher-level skills, levels of recruitment/attrition, and any other criteria deemed relevant by the evaluation committee.
- 12.4 Broadbanding will be piloted for Field Officers currently at Band 2 transitioning to Broadband 2/3, and Rangers currently at Band 3 transitioning to Broadband 3/4.
- 12.5 The BPP will be implemented in two field centres with eligible employees, to be determined by the date of registration of this Agreement.

PROVIDED the Agency, at its sole discretion, may broaden the scope of the BPP to additional centres.

- 12.6 Nothing in this provision will prevent other Agency employees covered by this Agreement from seeking broadbanding arrangements under the TSSA *Part III – Classification and Related Matters Clause 7 – broadbanding*.

## 13 WINCHING AVAILABILITY ALLOWANCE

For the purpose of this clause 'fire season' means a period with a start date and end date nominated by the Agency during which bushfires are likely to occur, spread and do sufficient damage to warrant organised fire control in Tasmania. The length of the season may vary from year to year.

- 13.1 The Agency shall determine the number of employees required to make up a winching crew or participate in winching operations.
- 13.2 The Agency may invite nominations from employees:
- (a) willing to be trained in winching operations; and
  - (b) who will, if required, be available to participate in winching operations.





- 13.3 Following nomination, the Agency may select employees to be trained in winching operations and who will, if required, be available to participate in winching operations.
- 13.4 Once the capability to conduct winching operations exists (typically, by a winching helicopter being accessible) a selected employee trained in winching operations may be required to be available to conduct winching operations and/or may be required to work and be pre-positioned during the fire season.
- 13.5 A requirement to be available to conduct winching operations is by way of direction from the Agency and/or by way of a publication of a roster. Subject to subclause 13.8, a selected employee trained for winching operations must, on direction, be available to conduct winching operations during periods they are rostered to be available for fire-fighting duties, including ordinary working hours.
- 13.6 An employee selected to conduct winching operations pursuant to subclause 13.3 and continues to be available to conduct winching operations should they be directed or rostered to do so will be paid a \$1500 allowance per fire season (the Winching Availability Allowance).
- 13.7 The winching availability allowance is payable in addition to the Availability allowance as provided for in the TSSA. The availability allowance in the Award will apply if an employee is on the availability roster for fire suppression.
- 13.8 An employee that has been trained in and selected to conduct winching operations will, if required, be available to participate in winching operations unless:
- (c) the employee has a satisfactorily evidenced medical reason not to be available;
  - (d) the employee no longer meets the minimum training or qualification requirements prescribed by the Agency;
  - (e) the employee is no longer accredited for winching;
  - (f) the employee is on any form of leave prescribed in the TSSA.
- 13.9 Where an employee is unavailable to participate in winching operations for a period or periods totalling 15 working days or more during the course of the fire season, the allowance will be adjusted on a pro rata basis.
- 13.10 The winching availability allowance is payable for the 2021/22 and 2022/23 fire season to those employees that were selected and required to be available to conduct winching operations for the 2021/22 and 2022/23 fire season.
- 13.11 Subject to the subclauses of this clause, the winching availability allowance will be paid annually on the first full pay period commencing on or after the fire season has ended.
- 13.12 The winching availability allowance will be automatically adjusted annually from the first full pay period commencing on or after 1 July each year by the same percentage as the salary rate for



the lowest level of the Band 4 classification of the TSSA increases between 1 July in the preceding year and 30 June of that year.

13.13 The parties will review the safety, training and general operations relating to the duty of winching after each fire season has ended.

#### **14 GRIEVANCES AND DISPUTE SETTLING PROCEDURE**

Grievances and disputes that arise in the workplace are to be dealt with in accordance with the provisions of the TSSA.

#### **15 NO EXTRA CLAIMS**

The parties to this Agreement undertake that, for the life of this Agreement, they will not make any additional claims relating to any matter included in this Agreement.



## 16 SIGNATORIES

SIGNED FOR AND ON BEHALF OF

The Minister administering the *State Service Act 2000*

Signed:.....



Name: .....

Jane Fitton

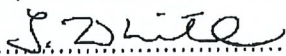
Date: .....

20/6/23

SIGNED FOR AND ON BEHALF OF

Community and Public Sector Union (State Public Service Federation Tasmania) Inc

Signed:.....



Name: .....

Thirza White

Date: .....

20.6.23





## Schedule I – Salary Loading Tables

Schedule I has effect from first full pay period commencing on or after the date of registration of this Agreement.

### Weekend days & Holidays with Pay Salary Loading

Number of weekend days and Holidays with Pay worked in an operational year.	Salary Loading (% of annual base salary)
Up to 7	Claim only
8-12	5.23
13-17	7.19
18-23	9.15
24-29	11.11
30-34	13.08
35-40	15.04
41-46	17
47-52	18.96
52+	Claim only

### Overtime salary loading

This salary loading for overtime applies only to employees who are in receipt of the loading as at the date of registration of this Agreement.

Number of Hours Overtime worked per operational year (excluding Bushfire Suppression)	Salary Loading (% of annual base salary)
Up to 19	Claim only
20 - 49	2.2%
50 - 74	4.5%
75 - 99	5.6%



100 - 124	6.7%
125 - 149	7.8%
150 - 174	9.0%
175 - 199	10.1%
200+	Claim only

#### Availability salary loading

Band 2	
Number of hours requested or rostered to be available for Recall in an Operational year.	Salary Loading (% of annual base salary)
200-299	1.69%
300-399	2.25%
400-499	2.82%
500-599	3.38%
600-699	3.95%
700-799	4.51%

Band 3	
Number of hours requested or rostered to be available for Recall in an Operational year.	Salary Loading (% of annual base salary)
200-299	1.50%
300-399	2.00%
400-499	2.50%
500-599	3.00%
600-699	3.50%



700-799	4.00%
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Band 4	
Number of hours requested or rostered to be available for Recall in an Operational year.	Salary Loading (% of annual base salary)
200-299	1.25%
300-399	1.67%
400-499	2.09%
500-599	2.51%
600-699	2.93%
700-799	3.35%

Band 5	
Number of hours requested or rostered to be available for Recall in an Operational year.	Salary Loading (% of annual base salary)
200-299	1.15%
300-399	1.53%
400-499	1.92%
500-599	2.30%
600-699	2.68%
700-799	3.07%

Band 6	
Number of hours requested or rostered to be available for Recall in an Operational year.	Salary Loading (% of annual base salary)





200-299	.97%
300-399	1.29%
400-499	1.62%
500-599	1.94%
600-699	2.27%
700-799	2.57%



## Schedule 2 – Bushfire Suppression Operations Role Table

Appointed Role	Level 2 Incident	Level 3 Incident
Incident Controller	B7-R1-2	B8-R1-2
Deputy Incident Controller	B6-R1-3	B7-R1-2
Safety Advisor (reporting to IC)	B6-R1-3	B7-R1-2
PLANNING	Level 2 Incident	Level 3 Incident
Planning Officer	B6-R1-3	B7-R1-2
Deputy Planning Officer	N/A	B6-R1-3
Plans Unit Leader	N/A	B5-R1-3
Intelligence Officer (reporting to IC)	N/A	B7-R1-2
Intelligence Unit Leader (reporting to Planning Officer)	N/A	B5-R1-3
Situation and Analysis Unit Leader	N/A	B5-R1-3
Situation and Analysis Officer	B4-R1-3	B4-R1-3
Modelling and Predictions Unit Leader	N/A	B5-R1-3
Fire Behaviour Analyst (FBAN)	B6-R1-3	B6-R1-3
Mapping Unit Leader	N/A	B5-R1-3
Mapping Officer	B4-R1-3	B4-R1-3
Resource Unit Leader	N/A	B5-R1-3
Resource Officer	B4-R1-3	B4-R1-3
Management Support Officer	B3-R1-3	B3-R1-3
IRMS Operator	B3-R1-3	B3-R1-3
PUBLIC INFORMATION AND LIAISON	Level 2 Incident	Level 3 Incident
Public Information Officer	B6-R1-3	B7-R1-2



Information & Warnings Unit Leader	N/A	B5-R1-3
Media Unit Leader	N/A	B5-R1-3
Media Officer	B4-R1-3	B4-R1-3
Community Liaison Unit Leader	NA	B5-R1-3
Community Liaison Officer	B4-R1-3	B4-R1-3
<b>OPERATIONS</b>	<b>Level 2 Incident</b>	<b>Level 3 Incident</b>
Operations Officer	B6-R1-3	B7-R1-2
Deputy Operations Officer	B5-R1-3	B6-R1-3
Divisional Commander	B5-R1-3	B5-R1-3
Sector Commander	B4-R2-3	B4-R2-3
Crew Leader	B4-R1-3	B4-R1-3
Air Attack Supervisor	B4-R1-3	B5-R1-3
Air Base Manager	B4-R1-3	B5-R1-3
Plant Operations Manager	B4-R1-3	B5-R1-3
Staging Area Manager	B4-R1-3	B5-R1-3
Air Observer	B4-R1-2	B4-R1-2
<b>LOGISTICS</b>	<b>Level 2 Incident</b>	<b>Level 3 Incident</b>
Logistics Officer	B6-R1-3	B7-R1-2
Deputy Logistics Officer	N/A	B6-R1-3
Supply Unit Leader	N/A	B5-R1-3
Finance Officer (reporting to IC)	N/A	B7-R1-2
Finance Officer (reporting to Logistics Officer)	N/A	B6-R1-3
Facilities Unit Leader	N/A	B5-R1-3
Ground Support Unit Leader	N/A	B5-R1-3
Catering Unit Leader	N/A	B5-R1-3





OTHER ROLES	Level 2 Incident	Level 3 Incident
ILU Liaison Officer	N/A	B7-R1-2
Staging Area Support Officer	N/A	B3-R1-3
Logistics Support Officer	N/A	B3-R1-3
State Fire Duty Officer	B7-R1-2	B7-R1-2
State Deputy Fire Duty Officer	B6-R1-3	B6-R1-3
Resource Officer	B4-R1-3	B4-R1-3
Administrative Officer	B3-R1-2	

Planned Burns Operations Role Table

Planned Burning Operations	Simple	Complex
State Fire Duty Officer	B7-R1-2	B7-R1-2
State Deputy Fire Duty Officer	B6-R1-3	B6-R1-3
Resource Officer	B4-R1-3	B4-R1-3
Administrative Officer	B3-R1-2	B3-R1-2
Incident Controller	B5-R1-3	B6-R1-3
Operations	N/A	B5-R1-3
Sector Commanders	B4-R1-3	B4-R1-3
Media Officer	N/A	B4-R1-3
Logistics/Resourcing/Admin Officer	N/A	B4-R1-3
Air Base Manager	N/A	B4-R1-3
Navigator	B4-R1-1	B4-R1-1
Bombardier	B3-R1-2	B3-R1-2



Divisional Commander	N/A	B4-R2-3
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## Schedule 3 – Broadbanding Pilot Program (BPP)

### 1. INTRODUCTION and SCOPE

This Schedule applies to employees engaged as Rangers and Field Officers engaged in the Parks and Wildlife Service (PWS). The TSSA, including future salary increases, and including Part 3 Cl. 7 'broadbanding', applies in its entirety except as provided by this Schedule.

This Schedule details the classification structure and standards that apply to Rangers and Field Officers within the Parks and Wildlife Service that will be subject to the BPP.

### 2. CLASSIFICATION STRUCTURE, STANDARDS AND PROGRESSION

#### 2.1 Classification Structure

The following table prescribes the broad banded classification, salary progression and relevant equivalent TSSA Salary Band (General Stream) for Rangers and Field Officers in the PWS that have been authorised to be 'broad band' positions by the Delegate. Salary progression is subject to clauses of this schedule.

Ranger:

Classification Structure	
Pre-Date of Registration of this Agreement	Post-Date of Registration of this Agreement
B3-R1-2	B3-R1-2
B3-R1-3	B3-R1-3
B3-R1-4	B3-R1-4
B3-R1-5	B3-R1-5
B3-R1-6	B3-R1-6
PROMOTION	BROADBAND PROGRESSION ASSESSMENT
B4-R1-2	B4-R1-2
B4-R1-3	B4-R1-3
B4-R1-4	B4-R1-4
B4-R2-2	B4-R2-2
B4-R2-3	B4-R2-3
B4-R2-4	B4-R2-4





B4-R2-5	B4-R2-5
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Field Officer:

Classification Structure	
Pre-Date of Registration of this Agreement	Post-Date of Registration of this Agreement
B2-R1-2	B2-R1-2
B2-R1-3	B2-R1-3
B2-R1-4	B2-R1-4
B2-R1-5	B2-R1-5
B2-R1-6	B2-R1-6
PROMOTION	BROADBAND PROGRESSION ASSESSMENT
B3-R1-2	B3-R1-2
B3-R1-3	B3-R1-3
B3-R1-4	B3-R1-4
B3-R1-5	B3-R1-5
B3-R1-6	B3-R1-6

## 2.2 Salary Progression

- i. The classification progresses through to salary paid at Band 4 (for Rangers) and Band 3 (for Field Officers) without the requirement for promotion, subject to maintaining satisfactory work performance and meeting the criteria outlined in Clause 4 to this Schedule (Progression Criteria) and any specific requirements contained in Clause 12 of this Agreement.
- ii. Progression between the salary points is based upon a satisfactory annual performance review and 12 months service at the previous salary point unless an earlier progression is supported by the Agency in accordance with the Agency's performance management system. An employee may progress through the Broadband Progression Assessment without having worked 12 months at each salary point provided they meet the criteria prescribed at Clause 4 of this Schedule.



- 2.3 An employee that progresses through the Broadband Progression Assessment from Band 3 to Band 4 (Rangers) and Band 2 to Band 3 (Field Officers) as part of the BPP may be assigned specified duties consistent with both the classification bands.

### 3. OPERATION

- 3.1 Upon the commencement of their employment Rangers and Field Officers will be provided with the relevant training and information to enable them to undertake the duties of the position as outlined in the Statement of Duties.
- 3.2 The criteria for progressing through the Broadband Progression Assessment will be provided to all Rangers and Field Officers as part of their induction process and will be available at any time from their supervisor.
- 3.3 Progression through salary points within a band range and through Broadband Progression Assessments is facilitated via the Agency's performance development framework.
- 3.4 All Rangers and Field Officers will undertake a formal performance development meeting with their supervisor every 12 months. At the first meeting the employees, in conjunction with their supervisor, will develop a Performance Review which includes specific goals and milestones.
- 3.5 Should the employee seek progression through the Broadband Progression Assessment, and meets the criteria prescribed in this Schedule, progression through the Broadband Progression Assessment will be facilitated.
- 3.6 A Ranger is required to have been employed at Band 3 for at least 12 months before applying to progress through the Broadband Progression Assessment. A Field Officer is required to have been employed at Band 2 for at least 12 months before applying to progress through the Broadband Progression Assessment.

### 4. BROADBAND PROGRESSION ASSESSMENT CRITERIA

For a Ranger to progress through the Broadband Progression Assessment (General Stream Band 3 to General Stream Band 4) and Field Officer to progress through the Broadband Progression Assessment General Stream Band 2 to General Stream Band 3 they must, by way of an application as prescribed in Clause 5 of this Schedule), satisfy each of the following criteria:

- 4.1 Have engaged in and completed the designated NRE performance review and development process.
- 4.2 Have worked for 12 months at Band 3 (for Rangers) or Band 2 (for Field Officers) on the general stream of the TSSA or have obtained the Agency's exemption.
- 4.3 For Rangers only: Hold tertiary qualifications in a relevant field.
- 4.4 For Rangers only: Hold a Workplace Level 2 First Aid Certificate.
- 4.5 Meet the stated requirements and achieve the qualification score in the PWS's Broadband Progression Assessment Criteria document. The document is to be made readily available in field





centres participating in the BPP. NOTE: The PWS's Broadband Progression Assessment Criteria document may be amended from time-to-time to remain contemporary and relevant. The CPSU is to be consulted regarding any proposed amendments.

## 5. APPLICATION PROCESS

- 5.1 An employee may make an application to progress through the Broadband Progression Assessment setting out the basis upon which they meet the criteria prescribed at Cl. 4 of this Schedule for progression through the Broadband Progression Assessment.
- 5.2 A Ranger in Charge or Supervisor, together with the Parks and Wildlife Service Regional Manager, will review the application to ensure the criteria prescribed at Clause 4 of this Schedule has been satisfied and make recommendation to the Secretary regarding approval or otherwise of the application.
- 5.3 An employee who is successful in their application for progression through the Broadband Progression Assessment will progress to the first pay point following the Broadband Progression Assessment with pay adjustment from two weeks after the date of receipt of their application to the Ranger in Charge or Supervisor.
- 5.4 Fixed Term and Part-time employees will be entitled to apply for progression if they can demonstrate that they meet the classification standard and criteria prescribed in this Schedule for progression.

## 6. REVIEW PROCESS

- 6.1 An employee not successful in their application for progression will be informed in writing by the Agency of the reasons they have not been successful.
- 6.2 Where an employee's application to progress through Broadband Progression Assessment is not approved the employee has the right to seek a review of the decision.
- 6.3 The review process will involve an independent person or State Service Management Office representative (the 'review decision-maker') who will invite and receive submissions from the Agency, the employee and/or his or her representative or union.
- 6.4 The review decision-maker will determine in writing whether the employee's review is successful or unsuccessful and provide reasons for the determination. If it is successful, the Agency will proceed based on the employee's application for progression being approved.
- 6.5 This review process does not prevent the employee from making an application to the Tasmanian Industrial Commission for a review of action subject to applicable time frames for lodgement.

