



**Mater Maintenance Services
Enterprise Agreement 2026**

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1. PART ONE – PRELIMINARY MATTERS

1.1 Title

- 1.1.1 This Agreement will be known as the *Mater Maintenance Services Enterprise Agreement 2026*.

1.2 Date and Period of Operation

- 1.2.1 This Agreement will operate seven (7) days after the date of approval by the Fair Work Commission (operational date) and will have a nominal expiry date of 31 August 2028.
- 1.2.2 All conditions prescribed in the Agreement will take effect upon the date the Agreement comes into operation unless specified in the relevant clause and / or schedule.

1.3 Renewal or Replacement Agreement

- 1.3.1 The parties will aim to commence negotiations for a new agreement at least three (3) months prior to the expiration of this Agreement.

1.4 Relationships with Awards, Agreements and Other Conditions

- 1.4.1 This Agreement replaces the *Mater Maintenance Services Enterprise Agreement 2023*.
- 1.4.2 This Agreement is a comprehensive agreement and replaces all other Awards, Enterprise Agreements, and orders of the Fair Work Commission that would otherwise apply to employees.
- 1.4.3 This agreement will be read and interpreted in conjunction with the National Employment Standards (NES) contained in the *Fair Work Act 2009 (Cth)*. Where there is an inconsistency between the agreement and the NES, and the NES provides a greater benefit, the NES provision will apply to the extent of the inconsistency.

1.5 Coverage

- 1.5.1 This Agreement covers:
- (a) Mater; and
 - (b) Employees employed by Mater, as at the time the Agreement becomes operational, who are covered by the classifications set out in Schedule Four (Generic Work Level Statements).

- (c) The “Automotive, Food, Metals, Engineering, Printing and Kindred Industries Union” known as the Australian Manufacturing Workers’ Union (AMWU), provided written notice is given in accordance with section 183(1) of the Act and the Fair Work Commission notes in the document to approve the agreement, that the agreement covers the AMWU.
- (d) The Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia – Electrical, Energy and Services Division (ETU), provided written notice is given in accordance with section 183(1) of the Act and the Fair Work Commission notes in the document to approve the agreement, that the agreement covers the ETU.
- (e) The Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia – Plumbing Division (PPTU), provided written notice is given in accordance with section 183(1) of the Act and the Fair Work Commission notes in the document to approve the agreement, that the agreement covers the PPTU.
- (f) Construction, Forestry and Maritime, Employee Union (CFMEU), provided written notice is given in accordance with section 183(1) of the Act and the Fair Work Commission notes in the document to approve the agreement, that the agreement covers the CFMEU.

1.6 Objectives of the Agreement

1.6.1 The parties to this Agreement are committed to:

- (a) Improving and maintaining quality health services;
- (b) Maintaining a stable industrial relations environment;
- (c) Collectively striving to achieve quality outcomes for patients;
- (d) Achieving a skilled, motivated and adaptable workforce;
- (e) Providing fair remuneration for work done; and
- (f) Embracing diversity and actively seeking opportunities to encourage inclusion in employment.

1.7 Posting of the Agreement

1.7.1 A copy of this Agreement will be available on the Mater intranet.

1.8 Definitions

1.8.1 In this Agreement, the following definitions apply:

- (a) **Accrued Day Off (ADO)** means a paid day off earned through the working of

additional ordinary hours through a rostered period, where such additional hours are accrued during that period and taken as time off in accordance with the rostering arrangements and terms of the Agreement.

- (b) **Act** means the *Fair Work Act 2009* (Cth).
- (c) **Agreement** means *Mater Maintenance Services Enterprise Agreement 2026*.
- (d) **Apprentice** is an employee employed under a training contract registered with the relevant State Training Authority and undertaking an apprenticeship leading to a nationally recognised qualification.
- (e) **Classification Level** comprises a number of pay points or grades through which employees will be eligible to progress.
- (f) **Employee** means employees covered by this Agreement.
- (g) **FWC** means the Fair Work Commission.
- (h) **Immediate Family** means:
 - (i) A spouse or former spouse, de facto partner or former de facto partner, child, parent, grandparent, grandchild or sibling of an employee, or
 - (ii) a child, parent, grandparent, grandchild or sibling of an employee's spouse or de facto partner, or
 - (iii) a step-relation (eg. stepparent and stepchild) as well as adoptive relations.
 - (iv) A de facto partner shall mean a person who lives with the employee in a relationship as a couple on a genuine domestic basis but isn't married to the employee. The person can be of the same sex or different sex to the employee, or a current or former de facto partner of the employee.
 - (v) For the purposes of compassionate leave, the definition of immediate family includes a stillborn baby, if the baby would have been a member of the immediate family of the employee if the baby was not stillborn.
- (i) **Maintenance Services Employees** means those employees providing the following services and whose roles are within the classifications in Schedule Three (3) and Schedule Four (4):
 - (i) Building trades services, including painting and carpentry;
 - (ii) Mechanical services, including fitting and refrigeration;
 - (iii) Electrical;
 - (iv) Plumbing;
 - (v) Gardening;

- (vi) Non-trade qualified handyman services;
 - (vii) Boiler operation;
 - (viii) Driving (specifically ute drivers).
- (j) **Mater** means Mater Misericordiae Limited (ACN 096 708 922).
 - (k) **Mater Maintenance Services Consultative Forum (MMSCF)** means a group formed for the purpose of acting as a consultative forum with respect to matters the subject of this Agreement and whose members are representatives of, or in the case of Maintenance Services Parties to, this Agreement.
 - (l) **Mater Procedure and Mater Policy** may be used interchangeably and means a policy or procedure in place within Mater which may be amended from time-to-time.
 - (m) **National Employment Standards (NES)** means the standards contained in the Act.
 - (n) **Pay Point** means the specific rate of remuneration payable to employees within an employee classification level as defined in Schedule One (Wage Rates).
 - (o) **Registered Training Organisation (RTO)** means a training provider registered by the Australian Skills Quality Authority (ASQA) or a relevant State Training Authority to deliver nationally recognised vocational education and training (VET) services, including the assessment and certification of competencies in accordance with the Australian Qualifications Framework.
 - (p) **Rostered Days Off (RDO)** or Non-Rostered Days means those days in each work cycle where an employee is not rostered for ordinary working hours. This excludes Accrued Days Off (ADO).
 - (q) **Services** means services ordinarily performed by an employee in classifications set out in Schedule Four (4) (Generic Work Level Statements) of this Agreement.
 - (r) **Shift Worker**, for the purpose of the extra weeks' annual leave (section 87 of the Act), means an employee who:
 - (i) Works shifts that are rostered over twenty-four (24) hours, seven (7) days in a week; and
 - (ii) Is rostered to work regular shifts on Sundays and Public Holidays (excluding on call);

Where an employee would have been covered by an applicable Award, save for this Agreement, and the applicable Award provides a more favourable definition of shift worker, Mater will apply the Award term.

- (s) **Time off in Lieu (TOIL)** is time (hours worked) that is accrued (banked) and taken at a later stage that is provided to an employee in lieu of being paid overtime.

1.9 Flexibility Term

- 1.9.1 Mater and employees covered by this enterprise agreement may agree to make an individual flexibility arrangement to vary the effect of terms of the agreement if:
- (a) the arrangement deals with one (1) or more of the following matters:
 - (i) arrangements about when work is performed;
 - (ii) overtime rates;
 - (iii) penalty rates;
 - (iv) allowances;
 - (v) leave loading; and
 - (b) the arrangement meets the genuine needs of Mater and employee in relation to the matter or matters it deals with; and
 - (c) the arrangement is genuinely agreed to by Mater and employee, without coercion or duress.
- 1.9.2 An individual flexibility arrangement may only be made after the individual employee has commenced employment with Mater.
- 1.9.3 If Mater wishes to initiate the making of an individual flexibility arrangement must:
- (a) provide the employee a written proposal; and
 - (b) if Mater is aware that the employee has, or should reasonably be aware that the employee may have, limited understanding of written English, take reasonable steps to ensure that the employee understands the proposal.
- 1.9.4 If Mater proposes to enter into an individual flexibility arrangement with an employee, Mater must meet with the employee to discuss the proposal prior to entering the individual flexibility arrangement if the employee requests such a meeting.
- 1.9.5 Mater must ensure that the terms of the individual flexibility arrangement:
- (a) are about permitted matters under section 172 of the *Fair Work Act 2009*; and
 - (b) are not unlawful terms under section 194 of the *Fair Work Act 2009*; and
 - (c) result in the employee being better off overall than the employee would have been if no individual flexibility arrangement were agreed to.
- 1.9.6 Mater must ensure that the individual flexibility arrangement:
- (a) is in writing; and

- (b) includes the name of the employer (Mater) and employee; and
- (c) is signed by Mater and employee and, if the employee is under 18 years of age, is signed by a parent or guardian of the employee; and
- (d) includes details of:
 - (i) the terms of the enterprise agreement that will be varied by the arrangement; and
 - (ii) how the arrangement will vary the effect of the terms; and
 - (iii) how the employee will be better off overall in relation to the terms and conditions of his or her employment as a result of the arrangement; and
- (e) states the day on which the arrangement commences; and
- (f) describes how the individual flexibility arrangement can be terminated.

1.9.7 Mater must provide the employee a copy of the individual flexibility arrangement within fourteen (14) days after it is agreed to.

1.9.8 Mater or the employee may terminate the individual flexibility arrangement:

- (a) at any time, by agreement in writing between Mater and the employee; or
- (b) by Mater or the employee giving twenty-eight (28) days written notice to the other party.

1.9.9 An individual flexibility arrangement terminated in accordance with clause 1.9.8 (b) ceases to have effect at the end of the period of notice required under that clause.

1.9.10 Mater or the employee may use the dispute settlement procedure (clause 13.5 Prevention and Settlement of Disputes) in this Agreement to deal with disputes that may arise concerning the matters dealt with in the individual flexibility arrangement.

2. PART TWO – TYPES OF EMPLOYMENT

2.1 Confirmation of Employment

2.1.1 Every employee will receive, on or prior to their commencement with Mater, a letter of appointment which sets out their classification level, status (casual, part time or full time), whether they are temporary or permanent, their commencement date and other specific conditions relevant to the engagement of the employee.

2.2 Full Time Employees

2.2.1 A full time employee is an employee who is engaged to work an average of thirty-eight (38) hours per week.

2.3 Part Time Employees

2.3.1 A part time employee means an employee, other than a casual employee, who is engaged to work regular hours, and who is employed for no less than eight (8) ordinary hours per fortnight and fewer than an average of seventy-six (76) hours per fortnight, and who receives on a pro rata basis equivalent pay and conditions to those full time employees of the same classification.

2.3.2 The following conditions apply to part time employees:

- (a) The spread of ordinary working hours is the same as those for a full time employee in accordance with clause 5.1 (Span of Hours)
- (b) The minimum rostered shift length for a part time employee is four (4) hours.

2.3.3 Where a part time employee is offered additional hours of work not exceeding seventy-six (76) hours a fortnight and agrees to work those hours, then such additional hours will be paid at ordinary rates (subject to clause 2.3.5) and will be included in calculating pro rata leave entitlements, employer superannuation contributions and service towards any applicable pay point increment.

2.3.4 Should an employee be directed by Mater to work additional hours, or an agreement between Mater and the employee is made to pay additional hours at overtime rates then such additional hours will be paid at overtime rates clause 6.1 (Overtime) and such hours will not be included in calculating pro rata leave entitlements, employer superannuation contributions or service towards any applicable pay point increment.

2.3.5 Any additional hours in excess of seventy-six (76) hours a fortnight will be paid at applicable overtime rates in accordance with clause 6.1 (Overtime).

2.3.6 Before commencing employment, Mater and the part time employee will:

- (a) Agree in writing on a regular pattern of work, including:
 - (i) The number of hours to be worked each week; and
 - (ii) The hours per day and days of the week to be worked.
- (b) The terms of the employment agreement may be varied at any time by agreement between Mater and the employee and recorded in writing.

2.3.7 A part time employee will also be entitled to the applicable allowances in accordance with relevant clauses in the Agreement based pro rata on the number of hours worked in any week subject to the following allowances applying in full:

- (a) Tool Allowance – (clause 4.7); and
- (b) On Call Allowance – (clause 7.1); and
- (c) On Call Allowance – Trade Group Managers (clause 7.2); and
- (d) Meal Allowance whilst on Overtime (clause 8.4).

2.3.8 Part time employees are entitled to public holidays and public holiday penalty provisions in accordance with clause 9.19 (Public Holidays) of this agreement. Where an employee is required to work on a public holiday, payment will only be made for hours actually worked, with the appropriate minimum payments applied where necessary.

2.3.9 A part time employee who is usually rostered on a day of the week on which a public holiday falls and who is not required to work on that day, must be paid for the hours which would otherwise have been rostered on that day.

2.3.10 Subject to the provisions contained in this Agreement, all other provisions of this Agreement applicable to a full time employee will apply pro rata to a part time employee.

2.4 Casual Employees

2.4.1 Casual employee means an employee who is employed by Mater on the basis of an offer of employment made by Mater and accepted by the employee, where:

- (a) the offer of employment is made on the basis that Mater makes no firm advance commitment to continuing and indefinite work according to an agreed pattern of work; and
- (b) the employee accepts the offer on that basis; and
- (c) the employee is employed and paid as a casual employee, including the payment of a casual loading in accordance with clause 2.4.2.

2.4.2 A casual employee will be paid the applicable hourly rate of pay for the relevant classification outlined in Schedule One (Wage Rates) in addition to a casual loading of **25%**.

2.4.3 A casual employee will be entitled to overtime and penalties for time worked on Saturday, Sunday and public holidays in accordance with the relevant clauses. Such payments will not be compounded by the application of the **25%** casual loading but are instead paid separately.

2.4.4 A casual employee may also be entitled to the payment of any applicable allowances based pro rata on the number of hours worked, subject to the following allowances applying in full:

- (a) Tool Allowance – (clause 4.7); and
- (b) On Call Allowance – (clause 7.1); and
- (c) On Call Allowance – Trade Group Managers (clause 7.2); and
- (d) Meal Allowance whilst on Overtime (clause 8.4).

2.4.5 Travelling allowance (clause 4.9) and laundry allowance (clause 4.3) do not apply to casual employees.

2.4.6 Each engagement will stand alone with a minimum payment of two (2) hours and a maximum shift length of ten (10) hours in accordance with clause 5.2.4.

2.4.7 Except pursuant to clause 9.15 (Long Service Leave), a casual employee will not be entitled to any other form of paid leave unless otherwise stipulated in this Agreement.

2.4.8 A pathway for employees to change from casual employment to full time or part time employment is provided for in the National Employment Standards (NES). See sections 66A to 66MA of the Act.

2.5 Temporary Employees

2.5.1 A temporary employee is an employee engaged for a fixed term or maximum term period to meet temporary circumstances such as:

- (a) Unexpected / unplanned leave;
- (b) Planned leave (e.g., parental leave);
- (c) Long term illness;
- (d) Fixed term projects;
- (e) Seasonal workload changes;
- (f) In the event of organisational change;
- (g) Employees undertaking an accredited fixed term course of study;
- (h) Fixed term program funding;
- (i) Without limiting access to higher duties, backfilling where a legitimate recruitment process is occurring.

2.5.2 A temporary employee will be notified in writing on or prior to the commencement of employment of the starting and finishing dates of employment, or in lieu of a finishing date, notified of the specific circumstance/s or contingency relating to a specific task, project or reason, upon the occurrence of which the term of employment will expire.

- 2.5.3 Before commencing employment, Mater and the employee will agree in writing on a regular pattern of work including:
- (a) The number of hours to be worked each week; and
 - (b) The hours per day and the days of the week to be worked.
- 2.5.4 The terms of the employment agreement may be varied by agreement and recorded in writing.
- 2.5.5 A temporary employee will be provided with details of the conditions of employment, including access to a copy of the relevant Agreement.
- 2.5.6 If a temporary employee holds a substantive position prior to taking up a temporary position (that is either permanent or has a fixed term end date after the conclusion of the temporary appointment) they will return to that substantive position upon completion of their temporary position unless the employee agrees to relinquish the substantive position at the time of accepting the temporary position.
- 2.5.7 Any period of employment for a temporary employee will be counted as continuous service for the purpose of calculating any entitlements in accordance with the Act.
- 2.5.8 When temporary positions are extended, the temporary employee is to be advised in writing of the new finishing date and / or conditions of the extension.
- 2.5.9 Mater will comply with the provisions of the *Fair Work Act 2009 (Cth)* in relation to the use of temporary / fixed term contracts, including any limitations on the maximum duration of a fixed term contract and the renewal or extension of such contracts. A temporary / fixed term contract will not exceed two (2) years in duration (including any extensions or renewals) or be extended or renewed more than once unless an exception permitted under the *Fair Work Act 2009 (Cth)* applies.

3. PART THREE – WAGE AND RELATED MATTERS

3.1 Wage Increases

- 3.1.1 The wage rates for employees are set out in Schedule One (Wage Rates) and incorporate the following wage increases:
- a) **3.0%** from the first full pay period on or after **1 September 2025**;
 - b) **2.5%** from the first full pay period on or after **1 September 2026**;
 - c) **2.5%** from the first full pay period on or after **1 September 2027**;
- 3.1.2 Any retrospective payment provided by this Agreement is only available to employees employed by Mater when the agreement commences operation, in accordance with

section 54 of the *Fair Work Act*.

3.2 Classification Levels

- 3.2.1 The classification levels for employees covered by this Agreement are outlined in Schedule One (Wage Rates) of this Agreement.
- 3.2.2 Generic Work Level Statements for each classification level are contained in Schedule Four (Generic Work Level Statements) of this Agreement.

3.3 Appointment to Classification Levels

- 3.3.1 Appointment to a classification level will be based upon appointment on merit to advertised vacancies.
- 3.3.2 When external appointments are made to any classification level, the relevant experience of the appointee may be recognised by Mater in determining whether wages in excess of pay point 1 of the applicable classification level will apply.

3.4 Progression within Classification Levels

- 3.4.1 An employee will progress from one pay point to the next within a classification level upon the satisfactory completion of twelve (12) months full time equivalent continuous service (1976) hours on each pay point.
- 3.4.2 For the purpose of this clause continuous service for a casual employee ends if the employment is broken by more than three (3) months between the end of one (1) employment contract and the start of the next employment contract.
- 3.4.3 No employee will be entitled to receive annual salary increments unless the employee has carried out the role diligently, efficiently and to the required satisfaction. Where an employee is undertaking a formal Performance Improvement Process as at their anniversary date, progression to the next pay point will not occur until such process is successfully completed.

3.5 Movement between Classification Levels

- 3.5.1 Movement between classification levels will be based upon appointment on merit to advertised vacancies.
- 3.5.2 An existing employee appointed to a position at a higher classification level will be appointed to pay point 1 of the higher classification level unless that employee has already completed 1976 hours at the higher position and then the employee will be appointed at the next pay point.

3.6 Higher Duties

3.6.1 Where an employee is formally appointed by Mater to temporarily act in a higher level as a **Trade Group Manager** for at least five (5) working days, or the equivalent duration in the case where the higher-level role is part time, they will be paid at pay point 1 of the classification level of that higher position for the duration of the higher duties appointment, but will progress to the next pay point if the employee acts in the higher position:

- (a) continuously for a twelve (12) month full time equivalent period (1976 ordinary hours); or
- (b) non-continuously for a period that aggregates in total to a twelve (12) month full time equivalent period (1976 ordinary hours) within a preceding twenty-four (24) calendar month period.

3.6.2 Where an employee is formally appointed by Mater to temporarily act in a higher level as a **Trade Coordinator** for at least one (1) day or one (1) complete shift, they will be paid at pay point 1 of the classification level of that higher position for the duration of the higher duties' appointment, but will progress to the next pay point if the employee acts in the higher position:

- (a) continuously for a twelve (12) month full time equivalent period (1976 ordinary hours); or
- (b) non-continuously for a period that aggregates in total to a twelve (12) month full time equivalent period (1976 ordinary hours) within a preceding twenty-four (24) calendar month period.

3.6.3 For the purposes of this clause, acting in a higher-level role means undertaking the role in a capacity which is more than on a care-taking basis, requiring the employee to carry out the majority of the higher-level role's duties including the management of the team and being solely responsible for the service delivery of the function.

3.6.4 Where a Rostered Day Off (RDO), Accrued Day Off (ADO) or public holiday falls within the minimum period prescribed by clause 3.6.1 or 3.6.2, the ADO, RDO or public holiday will be included and counted as one of the days for the purposes of this clause.

3.6.5 For the purposes of all leave (with the exception of Parental Leave) an employee is to be paid at the rate they were receiving immediately prior to commencing leave.

3.7 Payment of Wages

3.7.1 Wages will be paid fortnightly by electronic transfer to a bank account nominated by the employee. Payment by any other means will be at the discretion of Mater.

3.7.2 The wages prescribed by this agreement are expressed in hourly and annual rates. The

hourly rates are the actual wages paid and the annual rates are shown for information purposes only.

3.8 Superannuation

- 3.8.1 Mater will make compulsory employer contributions to employees in accordance with the *Superannuation Guarantee (Administration) Act 1992 (Cth)* as varied from time to time.
- 3.8.2 Mater's employer nominated superannuation fund (default fund) is the Health Employees Superannuation Trust of Australia (HESTA).
- 3.8.3 For clarity, the compulsory employer contribution is calculated in accordance with the legislation based on ordinary time earnings.

3.9 Salary Sacrificing

- 3.9.1 By agreement with an eligible employee, an employee may salary sacrifice part of their wages in accordance with Mater Policy and applicable legislation.

3.10 Overpayment

- 3.10.1 Any amount of payment paid to the employee that is in excess of the entitlements, contained within this Agreement will be able to be recovered by Mater in accordance with Mater Policy.

4. PART FOUR – ALLOWANCES

Unless expressly stated otherwise in this agreement, all allowances are not all purpose and will not be taken into account for the calculation of overtime, penalties leave payment or other entitlements.

4.1 Allowance Increases

- 4.1.1 Any new allowance/s or updates to the value of existing allowances prescribed by this agreement will commence from the first full pay period on or after the agreement becomes operational (seven (7) days after Fair Work Commission approval).

4.2 Uniforms

- 4.2.1 An employee required by Mater to wear a uniform, will be supplied with uniforms of good quality in the first year of service. Replacement uniforms will be provided in subsequent years by Mater on a fair wear and tear basis.

4.2.2 Uniforms provided by Mater will remain the property of Mater and must be returned to Mater, by the employee, upon termination of employment.

4.3 Laundry Allowance

4.3.1 A weekly laundry allowance will be paid to full time employees and a pro rata amount will be paid to part time employees. The laundry allowance is payable on all time worked as well as on Accrued Days Off (ADO) and Time Off in Lieu (TOIL) of overtime. The laundry allowance is not payable on any periods of paid or unpaid leave.

4.3.2 If Mater provides uniform laundering service at no cost, the employee is not entitled to a laundry allowance.

4.3.3 The per week amount of laundry allowance is:

Laundry Allowance		
First full pay period on or after approval of the Agreement by FWC	First full pay period on or after 1 September 2026	First full pay period on or after 1 September 2027
\$1.60	\$1.64	\$1.68

4.3.4 Casual employees, and employees not required by Mater to wear a uniform are not entitled to receive a laundry allowance.

4.4 Unpleasant Conditions Allowance

4.4.1 For the purposes of this clause the following definitions apply:

- (a) **“Unpleasant Conditions”** are those environmental or work-related situations that employees may encounter in a hospital setting which include cleaning covered drains, cleaning septic tanks, on live sewer work involving personal contact with live or raw sewerage, or work where employees are exposed to and as a result of their duties, come into contact with, bodily fluids or clinical waste.
- (b) **“Sewerage”** means the used water supply of a community. The term includes blood, faecal matter, urine, household slops and polluted waters.
- (c) **“Live Sewer Work”** will mean work carried out in situations where there is a direct aerial connection with a sewer or septic tank through which sewerage is flowing. For clarity, this means working on or in open sewer access pits, open inspection openings and open clear outs.

4.4.2 Where aerial connections with such sewerage are blocked by a disc, plug, water seal / trap or other means, the live sewer allowance will not apply. The allowance will not apply to routine maintenance which does not require the dismantling of equipment (eg. pan sanitisers or macerators).

- 4.4.3 The unpleasant conditions allowance will apply in circumstances where an employee comes into personal contact with live sewerage through the use of a drain clearing device such as an eel, jet rodder or plunger in a blocked fixture or sewer line where there is a direct aerial connection with a sewer or septic tank through which sewerage is flowing. The cleaning of contaminated equipment is to be included for the purpose of this allowance.
- 4.4.4 The unpleasant conditions allowance is to be calculated on the actual time / period of direct contact, not the whole of the job, and will be paid as an additional **50%** of the base hourly rate of pay with no minimum time / period.

4.5 Wet Work / Work in Rain Allowance

- 4.5.1 Where practicable, waterproof clothing will be supplied by Mater to employees who are required to undertake wet work / work in the rain and must be worn by the employee.
- 4.5.2 Notwithstanding this, when an employee is either specifically instructed by their Manager to undertake wet work / work in the rain or is aware such work is being carried out, and by doing so gets wet clothing in the performance of work, the employee will be paid an additional **100%** of the base hourly rate of pay for all work so performed. This this payment will continue until the employee is able to change into dry clothing or until the employee ceases work, whichever is the earlier.
- 4.5.3 For clarity, wet work could occur where the employee is dealing with a burst pipe.

4.6 Licenced Trade Allowance

- 4.6.1 Qualified Tradespersons listed in clause 4.6.2 who are required to obtain, hold and maintain a current statutory licence or registration in order to perform their duties will be paid a Licenced Trade Allowance. This allowance is paid in recognition of the additional responsibility associated with obtaining, holding, and maintaining a current licence required for the performance of the role.
- 4.6.2 Qualified Tradespersons who hold the following positions will qualify for the allowance:
- (a) Electrician (full or restricted license)
 - (b) Electrical Fitter
 - (c) Boiler Attendant
 - (d) Plumber and Gas Fitter
 - (e) Refrigeration Mechanic
 - (f) Passive Fire Technician
 - (g) Trades with High Risk Work Tickets (only when required to fulfil the obligations of the

role)

4.6.3 The per week allowance will be paid during periods of paid leave.

4.6.4 Part time and casual employees will be entitled to the allowance on a pro-rata basis.

4.6.5 To be eligible for the allowance, the employee must:

- (a) hold a current and valid licence relevant to their trade (e.g. electrical licence); and
- (b) to perform duties for which the licence is a mandatory requirement.

4.6.6 The allowance will not be payable where:

- (a) the licence is not a requirement for the employee's role; or
- (b) the employee is on a period of unpaid leave; or
- (c) the employee fails to maintain the currency of the licence.

4.6.7 Mater will require reasonable evidence of the licence and its currency from time to time.

Licensed Trade Allowance		
First full pay period on or after approval of the Agreement by FWC	First full pay period on or after 1 September 2026	First full pay period on or after 1 September 2027
\$7.60	\$7.79	\$7.98

4.7 Tool Allowance

4.7.1 Tradespersons including Senior Tradespersons who are required by Mater to supply their own tools will be paid the following fortnightly allowance.

Tool Allowance			
Trade Group	First full pay period on or after approval of the Agreement by FWC	First full pay period on or after 1 September 2026	First full pay period on or after 1 September 2027
Painters	\$19.45	\$19.93	\$20.43
Other Trades	\$68.80	\$70.52	\$72.29

4.7.2 Part time and casual employees are entitled to receive the tool allowance in full.

4.7.3 Tool allowance is not payable while an employee is on paid or unpaid leave.

4.7.4 Tool allowance for Apprentices is outlined in clause 11.10 (Tools and Equipment).

4.8 Testing and Tagging Allowance

- 4.8.1 Testing and Tagging may be undertaken by suitably trained non-qualified tradespersons.
- 4.8.2 Where this occurs, a daily allowance will be paid which will not be considered an all-purpose payment.

Testing and Tagging Allowance		
First full pay period on or after approval of the Agreement by FWC	First full pay period on or after 1 September 2026	First full pay period on or after 1 September 2027
\$3.01	\$3.08	\$3.16

4.9 Travelling Allowance

- 4.9.1 Where an employee is required to use their own private vehicle for official business purposes, they are entitled to claim a kilometre-based reimbursement based on the Australia Taxation Office rates.

5. PART FIVE – HOURS OF WORK

5.1 Span of Hours

- 5.1.1 Except in the case of a shift worker or unless otherwise stated at clause 5.2 (Working a 38-hour week), the span of hours for an employee to work ordinary hours will be between **05:00** and **18:00, Monday to Friday**.
- 5.1.2 With respect to subclause 5.1.1, rosters commencing at **05:00** will be implemented by mutual agreement and such agreement will not be unreasonably withheld by either party taking into account the personal circumstances of the employee and the operational requirements of Mater. For the sake of clarity, mutual agreement is not required for rosters commencing at **06:00** or afterwards.
- 5.1.3 Work undertaken within the span of hours will be paid at the ordinary rate and does not attract additional payment, unless overtime provisions otherwise apply.

5.2 Working a 38-Hour Week

- 5.2.1 The ordinary hours of work for full time employees are thirty-eight (38) hours per week and may be averaged over a period of up to four (4) weeks.

- 5.2.2 Such hours will be worked by an employee at the discretion of Mater based on the business needs in accordance with one of the following methods:
- (a) Thirty-eight (38) hours per week; or
 - (b) an average of thirty-eight (38) hours per week pursuant to an Accrued Day Off (ADO) arrangement outlined in clause 5.3 (Accrued Day Off).
- 5.2.3 Where the proposed implementation of a method for working hours introduces a change to the regular roster or ordinary hours of work of employees, then consultation with relevant employees will occur in accordance with Part 13 (Consultation and Dispute Resolution).
- 5.2.4 The maximum shift length excluding any unpaid meal breaks must not exceed ten (10) hours per day, provided that where the shift length is to exceed ten (10) hours on any day, it will be subject to the agreement of Mater and the majority of employees concerned.

5.3 Accrued Days Off (ADO)

- 5.3.1 Where Accrued Day Off (ADO) arrangements are implemented; full time employees' roster will be structured such that the thirty-eight (38) ordinary hours per week are averaged in accordance with a roster that provides for up to a maximum of two (2) rostered ADOs over a four (4) week cycle.
- For example - employees are rostered to work forty (40) ordinary hours per week with the additional two (2) hours worked in that week being credited towards one rostered ADO in that four (4) week cycle.*
- 5.3.2 An employee will be debited annual and personal / carer's leave based on the hours that were rostered on the day of any absence to allow for the accrual of an ADO.
- 5.3.3 ADOs are to be taken when they fall due however if circumstances prevent the taking of the ADO an employee may bank the ADO. Where an employee banks an ADO, the ADO must be taken within three (3) months of accrual. Where an employee does not take the ADO within three (3) months of accrual, the employee will be paid for the ADO at the ordinary rate of pay.
- 5.3.4 Whereas at the date of termination, an employee has an accumulated ADO balance, the employee will be paid for the time accrued at the employee's ordinary rate of pay.

5.4 Rostered Days Off (RDO)

- 5.4.1 Employees must be allowed two (2) whole consecutive rostered days off in each week. Provided, that in lieu of two (2) whole days off in each week an employee may be allowed in each fortnightly period:

- (a) one (1) day off in one (1) week and three (3) consecutive days off in the other week; or
- (b) four (4) consecutive days off; or
- (c) two (2) groups of two (2) consecutive days off.

5.4.2 Provided further that two (2) consecutive days off, one at the end of one (1) week and one (1) at the beginning of the following week may be counted as meeting the requirements of this clause.

5.5 Rosters

5.5.1 Employees will be notified of the roster at least two (2) calendar weeks in advance of the roster cycle.

5.5.2 Permanent changes to regular rosters will be able to be amended by Mater in accordance with Part 13 (Consultation and Dispute Resolution).

5.5.3 In exceptional or emergent circumstances a temporary roster change will be able to be implemented with twenty-four (24) hours' notice to the affected employee(s).

6. PART SIX – OVERTIME AND PENALTY RATES

6.1 Overtime

6.1.1 An employee who is duly authorised and directed by their Manager to perform work:

- (a) in excess of the thirty-eight (38) ordinary hours per week specified in clause 5.2 (Working a 38 hour week) of this Agreement; or
- (b) in excess of ten (10) hours per day, unless a shift length is agreed to exceed ten (10) hours in accordance with clause 5.2.4 (Working a 38 Hour Week); or
- (c) in excess of their rostered ordinary hours in the case of employees working ADO arrangements pursuant to clause 5.3 (Accrued Days Off); or

will be paid for such excess hours as follows:

Overtime		
Position	Day	Overtime Payment
All Employees (other than Trade Group Managers, Grounds & Gardens, Drivers)	Monday to Friday	150% for the first 2 hours, 200% thereafter. Shift workers 200%.
	Saturday	150% for the first 2 hours, 200% thereafter, minimum of 3 hours.

		Shift workers 200%
	Sunday	200% for all hours, minimum of 3 hours. Where an employee works an overtime shift that crosses midnight, all hours performed on the Sunday are paid at 200%. If the employee has not worked 3 hours or more prior to midnight, and works beyond midnight, they will revert to 150% for a period of up to 2 hours before reverting to 200%.
	Public Holidays	300% for the first 2 hours, 400% thereafter, minimum of 4 hours. Shift workers 400%
	Accrued Day Off	150% for the first 2 hours, 200% thereafter, minimum of 3 hours. Shift workers 200%.
Position	Day	Overtime Payment
Trade Group Managers, Grounds & Gardens, Drivers	Monday to Friday	150% for the first 3 hours, 200% thereafter. Shift workers 200%.
	Saturday	150% for the first 3 hours, 200% thereafter, minimum of 2 hours. Shift workers 200%.
	Sunday	200% for all hours, minimum of 2 hours. Where an employee works an overtime shift that crosses midnight, all hours performed on the Sunday are paid at 200%. If the employee has not worked 2 hours or more prior to midnight, and works beyond midnight, they will revert to 150% for a period of up to 3 hours before reverting to 200%
	Public Holidays	300% for the first 3 hours, 400% thereafter, minimum of 4 hours. Shift workers 400%.
	Accrued Day Off	150% for the first 3 hours, 200% thereafter, minimum of 2 hours. Shift workers 200%.

6.1.2 The minimum hours prescribed in clause 6.1.1 shall only apply where the overtime is worked as a standalone shift.

6.2 Time Off in Lieu (TOIL)

6.2.1 An employee, other than a shift worker who performs overtime, may at the employee's request, be granted time off at a mutually convenient time equivalent to the number of hours worked in lieu of payment for such overtime provided that overtime taken on a time in lieu basis will be taken in periods mutually agreed between Mater and the employee within three (3) months of accrual.

- 6.2.2 If requested by the employee at any time, Mater will pay the employee for overtime covered by this agreement but not taken as time off. Payment will be made at the overtime rate applying to the overtime when worked and paid in the next pay period following the request.
- 6.2.3 Accrued TOIL will be paid to an employee upon separation from employment with Mater at the applicable overtime rate at which it was accrued.
- 6.2.4 If requested by the employee or upon separation from Mater TOIL accrued as a result of being on call on a statutory public holiday (clause 7.1.5) will be paid at ordinary rates of pay.

6.3 Shift Penalties

- 6.3.1 Penalty rates for afternoon, night and weekends will be paid where the shift meets the following definitions:

Shift Penalties		
Shift	Definition	Penalty or Allowance
Afternoon	Means any shift worked Monday to Friday commencing on or after 12:00 (noon) and finishing before 00:00 (midnight), where at least 50% of which is worked after 18:00.	15% penalty paid for the entire shift
Night	Means any shift worked Monday to Friday commencing on or after 18:00 and finishing before 08:00 the following day, where at least 50% of which is worked after 00:00 (midnight).	15% penalty paid for the entire shift
Saturday	All ordinary time worked between 00:00 (midnight) Friday and 00:00 (midnight) Saturday.	50% penalty
Sunday	All ordinary time worked between 00:00 midnight Saturday and 00:00 midnight Sunday.	100% penalty

- 6.3.2 Afternoon and Night penalties will not apply to work performed on Saturday, Sunday and public holidays.

6.4 Fatigue Leave and Payment

- 6.4.1 Where an employee is required to work overtime (including hours worked as part of being rostered on call and recalled to site, but excluding any travel time component) and there is not ten (10) consecutive hours off between the conclusion of that overtime and the next ordinary rostered shift, the employee will be:

- (a) released from duty on the following rostered shift until ten (10) consecutive hours off duty occurs; and
- (b) paid for all ordinary rostered hours occurring during such release from duty.

6.4.2 An employee is not to return to work until such time the employee has taken ten (10) consecutive hours off duty or where on the instructions of the employee's Manager, the employee is directed to resume work (excluding on call / recall arrangements).

6.4.3 In circumstances where an employee is directed or requested to return to duty without having had ten (10) consecutive hours off duty in accordance with clause 6.4.2, the employee must be paid an additional **100%** for ordinary hours worked until released from duty for such period.

7. PART SEVEN – ON CALL AND RECALL

7.1 On Call Allowance

7.1.1 For the purpose of this clause, an employee (other than a Trade Group Manager) who is on call will mean an employee who, outside ordinary rostered hours or on a public holiday is required to make themselves available at all times to perform call back or be recalled to work.

7.1.2 Employees rostered to be on call for call back work outside of ordinary working hours will be paid an allowance as outlined in the below table for each day when they are rostered on call.

On Call Allowance (excluding Trade Group Manager)			
Period On Call	First full pay period on or after approval of the Agreement by FWC	First full pay period on or after 1 September 2026	First full pay period on or after 1 September 2027
Whole of RDO, ADO or public holiday – ordinary hours	\$38.61	\$39.58	\$40.57
Night only of RDO, ADO or public holiday	\$27.85	\$28.55	\$29.26
Any night	\$27.85	\$28.55	\$29.26

7.1.3 For the purpose of this clause, a 'night' on call consists of those hours falling between 16:00 and 07:00 or hours mainly between such times.

7.1.4 For clarity, an employee who is required to make themselves available to perform on call for a twenty-four (24) hour period on an RDO, ADO of public holiday will be entitled

to receive both “ordinary hours” and “night only” on call allowances.

- 7.1.5 Employees (other than a Trade Group Manager) rostered on call on a statutory public holiday shall accrue time off in lieu (TOIL) the equivalent of one (1) day of ordinary hours for each statutory public holiday on which they are required to remain on call.

7.2 On Call Allowance – Trade Group Managers

- 7.2.1 Where a Trade Group Manager is rostered to be available on call outside ordinary hours, rostered working hours or public holiday, such employee will be paid an allowance in accordance with the following scale:

On Call Allowance Trade Group Managers			
Period On Call	First full pay period on or after approval of the Agreement by FWC	First full pay period on or after 1 September 2026	First full pay period on or after 1 September 2027
Whole of RDO, ADO or public holiday	\$48.00	\$49.20	\$50.43
Night of RDO, ADO or public holiday	\$30.31	\$31.07	\$31.85
Any night	\$27.85	\$28.55	\$29.26

- 7.2.2 For the purpose of this clause, a 'night' on call consists of those hours falling between 16:00 and 07:00 or hours mainly between such times.
- 7.2.3 For clarity, a Trade Group Manager who is required to make themselves available to perform on call for a twenty-four (24) hour period on an RDO, ADO of public holiday will be entitled to receive both “ordinary hours” and “night only” on call allowances.
- 7.2.4 Where practicable, Mater must not require Trade Group Manager to be rostered on call for a period in excess of six (6) consecutive weeks.

7.3 Recall Payment (excluding Trade Group Managers, Grounds and Gardens and Drivers)

- 7.3.1 Where an employee on call in accordance with clause 7.1 (On Call) is recalled to site to perform duties, the employee is entitled to payment at the prescribed overtime rate for the time worked, with a minimum payment of four (4) hours. If the employee is required to again perform duties within that four (4) hour period whilst still on site, no further minimum payment will apply. Clause 7.3.1 applies to recalls on Monday to Friday, Saturday, Sunday and public holidays.
- 7.3.2 Such time is to be calculated from the employee's place of residence to Mater and back to employee's place of residence, and each recall stands alone.

- 7.3.3 For clarity, if an employee is recalled and returns to their place of residence and once at their place of residence is recalled again within the four (4) hour period noted in clause 7.3.1, this will entitle the employee to another four (4) hour minimum period of recall. However, if the employee is still on Mater's premises or in transit and they are recalled within the four (4) hour period, then no additional minimum four (4) hour recall applies.
- 7.3.4 Payment for recall is to be calculated from the time the employee leaves their place of residence and back to the employee's place of residence.
- 7.3.5 Where such travel takes longer than sixty (60) minutes, only sixty (60) minutes will be included from leaving home to returning home, after the period of recall.

7.4 Recall Payment – Trade Group Managers, Grounds & Gardens and Drivers

- 7.4.1 Where a Trade Group Manager, Ground and Garden employee or Driver is on call in accordance with clause 7.1 (On Call) or clause 7.2 (On Call Trade Group Managers) and are recalled to site to perform duties, the employee is entitled to payment at the prescribed overtime rate for the time worked, with a minimum payment of two (2) hours. If the employee is required to again perform duties within that two (2) hour period whilst still on site, no further minimum payment will apply. This applies to recall Monday to Friday, Saturday and Sunday.
- 7.4.2 For a recall to site on a public holiday, employees are entitled to a minimum payment at the prescribed overtime rate (as defined in clause 6.1 (Overtime)) of four (4) hours for the recall. If the employee is again recalled and required to again perform duties within that four (4) hour period whilst still on site on a public holiday, no further minimum payment will apply.
- 7.4.3 Such time is to be calculated from the employee's place of residence to Mater and back to employee's place of residence, and each recall stands alone.
- 7.4.4 For clarity, if an employee is recalled and returns to their place of residence and once at their place of residence is recalled again within the minimum period noted in clause 7.4.2, this will entitle the employee to another minimum period of recall. However, if the employee is still on Mater's premises or in transit within the minimum period then no additional minimum period applies.
- 7.4.5 Payment for recall is to be calculated from the time the employee leaves their place of residence and back to the employee's place of residence.
- 7.4.6 Where such travel takes longer than sixty (60) minutes, only sixty (60) minutes will be included from leaving home to returning home, after the period of recall.

7.5 Transport when Performing Recall

- 7.5.1 Where an employee (whether on call or not) is recalled to perform work, the employee

may be provided with transport to and from their place of residence or will be refunded the cost of the transport for either taxi or other reasonable fares, or may submit a claim for reimbursement of kilometres travelled in accordance with the rates prescribed by the Australian Taxation Office (ATO) if using their own personal vehicle.

7.6 Remote Recall

- 7.6.1 An employee who is on call and recalled to perform duties without the need to leave their place of residence and / or without the need to return to the facility will be paid a remote recall payment.
- 7.6.2 Employees will be paid a minimum payment at the prescribed overtime rates (as defined in clause 6.1 (Overtime)) for one (1) hour each time the employee performs such duties associated with a remote recall.
- 7.6.3 If an employee performs an additional remote recall with-in that one (1) hour period no further minimum payment will apply.

8. PART EIGHT – BREAKS AND MEAL ALLOWANCE

8.1 Unpaid Meal Breaks

- 8.1.1 An employee who works in excess of five (5) hours will receive an unpaid meal break of not less than thirty (30) minutes and not more than sixty (60) minutes unless there is an operational requirement for the employee to work in excess of six (6) hours prior to receiving an unpaid meal break.
- 8.1.2 The time of taking the meal break may be varied by agreement between Mater and employee.
- 8.1.3 Employees who work a shift of twelve (12) ordinary hours will receive two (2) unpaid meal breaks, each of not less than thirty (30) minutes duration and not more than sixty (60) minutes.

8.2 Paid Meal Break

- 8.2.1 Where it is not deemed operationally viable for an employee to take an unpaid meal break (i.e. the Manager is unable to arrange relief so as to enable the employee to take an unpaid meal break), the employee will receive payment for the untaken meal break at the employee's ordinary rate of pay.

8.3 Tea Breaks

- 8.3.1 An employee whose shift extends for at least five (5) hours will receive a paid ten (10) minute tea break for each period worked in excess of four (4) hours at a time to be agreed between Mater and the employee.

8.3.2 Subject to agreement between Mater and the employee, such breaks may alternatively be taken as one (1) twenty (20) minute tea break.

8.3.3 Tea breaks will count as time worked.

8.4 Meal Allowance Whilst on Overtime

8.4.1 An employee who works overtime directly at the end of a rostered shift and as a result works for at least twelve (12) hours will be paid a meal allowance (outlined at clause 8.4.3), with a provision of a further meal allowance and a half hour paid meal break after the completion of each additional four (4) hours overtime worked.

8.4.2 An employee who works overtime will be paid a meal allowance after each period of five (5) hours of continuous overtime, as well as an entitlement to take a half-hour paid meal break.

8.4.3 Meal allowance will be paid as follows:

Meal Allowance		
First full pay period on or after approval of the Agreement by FWC	First full pay period on or after 1 September 2026	First full pay period on or after 1 September 2027
\$16.37	\$16.78	\$17.20

8.4.4 This allowance will not be paid where a meal is provided by Mater.

8.5 Breaks Between Shifts

8.5.1 Subject to clause 8.5.4, an employee will be provided with ten (10) consecutive hours off duty between the completion of duty on one (1) shift (inclusive of overtime) and the commencement of duty on the following shift.

8.5.2 Employees are required to discuss with their relevant manager, circumstances where the employee may not meet the requirement of taking a ten (10) hour break so as to ensure appropriate measures are implemented to manage fatigue and ensure compliance in accordance with this Agreement.

8.5.3 Where an employee is required to return to site to perform operational duties without having had a ten (10) hour break, the applicable penalty rate payment will apply in accordance with clause 6.1 (Overtime).

8.5.4 Eight (8) hours is substituted for ten (10) hours:

- (a) for the purpose of changing rosters (for shift workers); or
- (b) where a shift is worked by arrangement between the shift workers themselves; or

- (c) in any other case, whether shift workers or non-shift workers, as agreed in writing between Mater and the employee concerned.

8.6 Right to Disconnect

- 8.6.1 Unless it is unreasonable to do so, an employee may refuse to monitor, read or respond to contact, or attempted contact, from:
 - (a) Mater outside of the employee's working hours,
 - (b) a third party if the contact or attempted contact relates to, their work and is outside of the employee's working hours.
- 8.6.2 Matters that must be taken into account in determining whether employee's refusal is unreasonable are detailed in Section 333M of the *Act*.
- 8.6.3 An employee's refusal will be unreasonable if the contact or attempted contact is required under a law of the Commonwealth, a State or a Territory.
- 8.6.4 Resolution of disputes about whether an employee's refusal is unreasonable and about the operation of section 333M is provided for in Section 333N of the *Act*.
- 8.6.5 The general protections in Part 3–1 of the *Act* prohibit Mater taking adverse action against an employee because of the employee's right to disconnect under section 333M of the *Act*.
- 8.6.6 Mater must not directly or indirectly prevent an employee from exercising their right to disconnect under the *Act*.
- 8.6.7 Clause 8.6.1 does not prevent Mater from requiring an employee to monitor, read or respond to contact, or attempted contact, from Mater outside of the employee's working hours where:
 - (a) The employee is being paid the on call allowance under Part 7; and
 - (b) Mater's contact is to notify the employee that they are required to attend or perform work or give other notice in relation to the on call / recall.
- 8.6.8 Clause 8.6.1 does not prevent Mater from contacting, or attempting to contact, an employee outside of the employee's working hours in reasonable circumstances including to notify them of:
 - (a) an exceptional roster change under clause 5.5; or
 - (b) an opportunity to work additional hours and / or overtime (including shift coverage);
 - (c) a recall to work under clauses 7.3 (Recall Payment (excluding Trade Group Managers, Grounds & Gardens and Drivers)) and 7.4 (Recall Payment – Trade Group Managers, Grounds & Gardens and Drivers).

9. PART NINE – LEAVE AND PUBLIC HOLIDAYS

9.1 Annual Leave

- 9.1.1 A full-time employee is entitled to accrue four (4) weeks annual leave per year. Part time employees will be entitled to a pro rata amount of leave.
- 9.1.2 Casuals are not entitled to annual leave.
- 9.1.3 A full-time employee who meets the definition of “shift worker” as defined in clause 1.8 is entitled to an additional week’s annual leave per year. Part time employees who meet the definition of “shift worker” will be entitled to an additional pro rata amount of leave.
- 9.1.4 Annual leave is to be taken at a time mutually agreed between Mater and the employee. Any period of annual leave will be exclusive of any public holiday which may occur during the period of that annual leave.
- 9.1.5 Part time employees may request to access and take up to thirty-eight (38) hours of annual leave per week without affecting their part time status. This option allows the employee to receive additional pay while on leave however is subject to the employee requesting the additional leave hours and the request being approved. A part time employee’s annual leave request will be on the basis of their contracted hours, unless they request to access additional leave.

9.2 Annual Leave Entitlement

- 9.2.1 Annual leave and leave loading (including any proportionate leave) is based on the following entitlement for a full time employee:

Annual Leave	
Employee	Entitlement
Non-Shift Worker	Four (4) weeks annual leave per annum Annual leave loading of 17.5% on four (4) weeks
Shift Worker	Five (5) weeks annual leave per annum Annual leave loading of 27.5% on five (5) weeks

9.3 Annual Leave at Half Pay

- 9.3.1 Employees may apply to take annual leave at half pay for double the period of time subject to:
- (a) Mater’s discretion;

- (b) Where an employee requests the approval of annual leave at half pay, the employee agrees that fifty (50) per cent of the leave period will be taken as unpaid leave. Accordingly, the unpaid portion of the leave will not be counted as service; and
- (c) Where an application for annual leave at half pay is accepted, Mater will agree to average the unpaid portion of the leave period over the full period.

9.4 Purchase of Leave

- 9.4.1 Extra leave for proportionate salary (also referred to as purchase of leave) is a scheme where employees can access between one (1) and six (6) weeks "extra" leave in addition and separate to paid annual leave and other entitlements through the purchasing of "extra" leave.
- 9.4.2 The effect of purchased leave is to provide a continuous reduced average salary over the twelve (12) month cycle that allows for the payment of a proportional salary to cover the period of the "extra" leave.
- 9.4.3 The existing Mater Policy governing purchase of additional leave will apply in this instance.

9.5 Cashing Out Annual Leave

- 9.5.1 Mater is committed to ensuring that all employees access their accrued leave for rest and recreation away from the workplace each year.
- 9.5.2 An employee may cash out part of their annual leave entitlement to annual leave provided that:
 - (a) each request is made in writing;
 - (b) the employee maintains a balance of at least four (4) weeks annual leave after cashing out the leave, in accordance with the provisions of the Act; and
 - (c) the employee has taken at least two (2) weeks of annual leave in the twelve (12) month period immediately prior to making a request.
- 9.5.3 Employees who are approved to cash out annual leave will be paid at least the full amount that would have been payable had the employee taken the leave that the employee has forgone.

9.6 Direction to take Annual Leave

- 9.6.1 Subject to the provisions of the Act, an employee may only be directed to take annual leave where it is reasonable to do so subject to the following:

- (a) The employee has an annual leave balance in excess of two (2) years accrual;
- (b) The employee and Mater have had a discussion concerning the reasons why the employee has not taken a period of annual leave (the purpose being to ascertain whether the employee is saving the leave for a particular occasion, and whether such leave may be able to be approved);
- (c) The employee and Mater have been unable to agree on mutually acceptable leave arrangements;
- (d) Subject to the employee and Mater having the above conversations, Mater provides the employee with twenty-eight (28) days' notice in writing directing the employee to take a period of leave; and
- (e) Employees may only be able to be directed to take annual leave once in a twelve (12) month period unless otherwise agreed.

9.6.2 Any period of directed leave under this clause must not reduce the employee's total leave balance below six (6) weeks' accrual.

9.7 Christmas Concessional Day

9.7.1 A Concessional Day, as determined in advance by Mater, is an additional day of leave, that falls within the Christmas / New Year period without it being debited from the annual leave balance of an employee.

9.7.2 Those eligible for the Concessional Day are:

- (a) Full time employees and part time employees, subject to (b), who have an entitlement to four (4) weeks annual leave (pro rata for part time employee). Those employees (shift workers) entitled to five (5) weeks (or pro rata) annual leave are not entitled to this day;
- (b) Part time employees who are rostered to work on the day of the week on which the Concessional Day falls and have approved annual leave on the date the Concessional Day falls will not have a debit from their annual leave balance for the hours which fall on the Concessional Day. If they do not ordinarily work on the day of the week on which the Concessional Day falls they are not entitled to a Concessional Day.

9.7.3 Neither a shift worker (as defined in clause 1.8) nor a casual employee will be eligible for the Concessional Day.

9.7.4 Employees eligible for the Concessional Day but who are required to work on the designated day will be paid for the day as normal and will also have the opportunity to take time off, equal to the hours worked on the Concessional Day, at a mutually agreeable time before 31 March the following year. For clarity, any time off taken under this clause will be paid at the base rate and this time off will not be converted to

a cash payment.

9.8 Personal / Carer's Leave

- 9.8.1 An employee, other than a casual, is entitled to accrue up to ten (10) days personal / carer's leave (pro rata for part time employees) for each year of service.
- 9.8.2 An employee's entitlement to paid personal / carer's leave accrues progressively during a year of service according to the employee's ordinary hours of work and accumulates from year to year. The entitlement covers paid personal and carer's leave, that is, there is no additional accrual for carer's leave.
- 9.8.3 An employee may take paid personal / carer's leave if the leave is taken:
- (a) because the employee is not fit for work due to a personal illness, or personal injury, affecting the employee; or
 - (b) to provide care or support to a member of the employee's immediate family, or a member of the employee's household, who requires care or support because of:
 - (i) a personal illness, or personal injury; or
 - (ii) an unexpected emergency.
- 9.8.4 Leave may be taken for part of a day.
- 9.8.5 Entitlement to personal / carer's leave is conditional on the employee promptly, where possible prior to the commencement of the shift, notifying their Manager of their absence and of its expected duration.
- 9.8.6 An application for personal / carer's leave is to be supported by a medical certificate or any other evidence that would satisfy a reasonable person in the following circumstances:
- (a) absences of more than one (1) day; or
 - (b) absences on a working day before or following a Rostered Day Off (RDO), Accrued Day Off (ADO), annual leave or public holiday; or
 - (c) or any period of absence where an employee is on an attendance program.
- 9.8.7 Payment of personal leave is based on the ordinary rate being paid to the employee immediately before the leave is taken.
- 9.8.8 Leave debits will be equivalent to the ordinary hours the employee would have worked had they not been on paid leave. Such leave will therefore be paid and debited on the basis of hours actually taken.

9.9 Compassionate Leave

- 9.9.1 An employee is entitled to two (2) days of paid compassionate leave for each occasion (a permissible occasion) when a member of the employee's immediate family, or a member of the employee's household:
- (a) contracts or develops a personal illness that poses a serious threat to their life; or
 - (b) sustains a personal injury that poses a serious threat to their life; or
 - (c) passes away; or
 - (d) a child is stillborn, where the child would have been a member of the employee's immediate family, or a member of the employee's household, if the child had been born alive; or
 - (e) the employee, or the employee's spouse or de facto partner, has a miscarriage.
- Note: section 9.9.1 e) does not apply to a former spouse or former de facto partner of the employee.
- 9.9.2 Such leave will be paid at the ordinary rate of pay for the eligible employees ordinary hours of work for the period.
- 9.9.3 An employee may apply for additional unpaid leave in accordance with Mater Policy as amended by Mater from time to time.
- 9.9.4 Casual employees are entitled to unpaid compassionate leave.

9.10 Domestic and Family Violence Support Leave

- 9.10.1 Mater is strongly committed to providing a healthy and safe working environment for all employees. It is recognised that employees sometimes face difficult situations in their personal life, such as domestic and family violence, that may affect their safety, attendance or performance at work. Mater has a comprehensive Domestic and Family Violence Guideline in place for this purpose.
- 9.10.2 Employees are entitled to Family and Domestic Violence Leave in accordance with the National Employment Standards (NES) contained in the *Fair Work Act 2009 (Cth)* and Mater Leave Policy.
- 9.10.3 An employee is entitled to ten (10) days of paid family and domestic violence leave in each twelve (12) month period. This entitlement is available in full at the start of each twelve (12) month period of employment; and does not accumulate from year to year.
- 9.10.4 An employee must provide Mater with notice of the need to take leave as soon as practicable (which may be after the leave has started) and advise of the expected period of absence where possible.

- 9.10.5 Mater may require the employee to provide evidence that would satisfy a reasonable person that the leave is taken for the purposes of family and domestic violence support leave.

9.11 Parental Leave

- 9.11.1 Mater supports employees during their pregnancy or adoption of a child and offers paid parental leave, unpaid parental leave and flexible rostering to accommodate pregnancy-related and adoption appointments. Mater's Leave policy, as amended by Mater from time to time, provides further information with respect to parental leave support provided to employees.

9.12 Paid Parental Leave

- 9.12.1 In accordance with Mater Policy, eligible employees (full time and part time employees who have completed twelve (12) months' continuous service with Mater at the expected date of birth, or (in the case of adoption the day of placement or expected date of placement of the child) will be entitled to paid parental leave as follows:
- (a) A period of twelve (12) weeks paid leave for a parent who will take the majority of initial caregiving responsibilities; or
 - (b) A period of two (2) weeks paid leave for a parent who is the supporting parent / partner sharing in the caring of the child.
- 9.1.1 Part time employees are entitled to leave in accordance with clause 9.12.1 on a pro rata basis.
- 9.1.2 Eligibility, notice requirements and other related information is detailed in Mater's Leave Policy as amended by Mater from time to time.
- 9.1.3 Parent includes:
- (a) A birth parent;
 - (b) An adoptive parent: or
 - (c) A person who has primary responsibility for the day-to-day care of the child.
- 9.1.4 Supporting parent / partner refers to an employee sharing the initial caring responsibilities but not primarily responsible for daily care.
- 9.1.5 Leave may be taken at half pay for double the period of time by the employee agreeing that for the duration of the leave their current ordinary hours will be deemed to be halved and leave will accrue accordingly.
- 9.1.6 When accessing parental leave at half pay, the employee agrees that fifty (50) per cent of the leave period will be taken as unpaid leave. Accordingly, the unpaid portion of the leave will not be counted as service.

9.13 Unpaid Parental Leave

- 9.13.1 Employees will be entitled to unpaid parental leave (maternity, adoption and spousal) in accordance with the Act and Mater Policy.

9.14 Statutory Parental Leave

- 9.14.1 For information purposes only, a paid parental leave scheme is currently provided by the Federal Government in accordance with the *Paid Parental Leave Act 2010 (Cth)* and administered by the Family Assistance Office. This scheme may be subject to change and does not form any entitlement pursuant to this Agreement.

9.15 Long Service Leave

- 9.15.1 Full time employees who complete ten (10) years continuous service are entitled to long service leave at the rate of 1.3 weeks on full pay for each year of continuous service and a proportionate amount for an incomplete year of service thereafter.
- 9.15.2 Part time and casual employees accrue long service leave on a proportionate basis.
- 9.15.3 Payment of long service leave is based on the ordinary rate being paid to the employee immediately before the leave is taken.
- 9.15.4 Employees may take leave on a pro rata basis after seven (7) years continuous service but are only entitled to payment in lieu of leave on termination after ten (10) years continuous service.
- 9.15.5 Exceptions to payment in lieu of long service leave on termination prior to the completion of ten (10) years continuous service are in accordance with the *Industrial Relations Act 2016 (Qld)*.
- 9.15.6 Employees may apply to take long service leave at half pay for double the period of time subject to Mater's discretion and approval.
- 9.15.7 Where an employee requests the approval of long service leave at half pay, the employee agrees that fifty (50) per cent of the leave period will be taken as unpaid leave. Accordingly, the unpaid portion of the leave will not be counted as service for the purposes of leave accrual.
- 9.15.8 Subject to the employee's agreement (clause 9.15.7) Mater will average the unpaid portion of the leave period over the full period of leave taken.

9.16 Cashing out Long Service Leave

- 9.16.1 Employees with ten (10) or more years of service may apply to cash out a portion of their accrued long service leave (instead of taking the leave) in the following

circumstances:

- (a) on compassionate grounds; or
- (b) on the grounds of financial hardship.

9.16.2 All requests and supporting documentation must be submitted in writing and approval is subject to the discretion of the Chief People Officer (however named).

9.17 Direction to Take Long Service Leave

9.17.1 An employee may be directed to take Long Service Leave in accordance with the *Industrial Relations Act 2016 (Qld)*, as amended from time to time, when the employee has completed ten (10) years continuous service.

9.17.2 In circumstances where Mater and the employee have been unable to agree on mutually acceptable leave arrangements, Mater may decide when the employee is to take leave by giving at least three (3) months' written notice of the date on which the employee must take at least four (4) weeks long service leave.

9.18 Community Service Leave

9.18.1 Employees are entitled to community service leave in accordance with the National Employment Standards (NES) contained in the *Fair Work Act 2009 (Cth)*.

9.18.2 Community service leave applies where an employee engages in:

- (a) a voluntary emergency management activity; or
- (b) jury service.

9.18.3 An employee may be absent from work for the period required to engage in the eligible community service activity, including reasonable travel time and rest time immediately following the activity.

9.18.4 Community service leave (other than jury service) is unpaid leave, except where otherwise provided by this Agreement or required by law.

9.18.5 An employee, other than a casual employee, required to attend jury service during their ordinary hours, will continue to be paid their ordinary hours by Mater.

9.18.6 Fees (excluding meal and transport allowance) received by an employee to attend jury service will be paid to Mater and Mater will continue to pay the employee their ordinary pay for the time the employee was absent on jury service.

9.18.7 The employee must:

- (a) Provide Mater notice of the requirement for community service leave as soon as

reasonably practicable; and

(b) advise of the expected period of absence.

9.18.8 Mater will require the employee to provide reasonable evidence of the need for the leave, proof of attendance, the duration of attendance and in the case of jury service fees received in respect to attendance.

9.18.9 If the employee is not required to serve on a jury for a day or part of a day after attending for jury service and the employee would ordinarily be working for all or part of the remaining day, the employee must, if practicable, present for work at the earliest reasonable opportunity.

9.19 Public Holidays

9.19.1 The following public holidays apply:

(a) 1 January (New Years Day);

(b) 26 January (Australia Day);

(c) Good Friday;

(d) Easter Saturday;

(e) Easter Sunday;

(f) Easter Monday;

(g) 25 April (Anzac Day);

(h) Labour Day;

(i) Show Day (e.g. EKKA);

(j) The Birthday of the Sovereign;

(k) 24 December – 6:00pm til midnight (Christmas Eve)

(l) 25 December (Christmas Day);

(m) 26 December (Boxing Day); or

(n) Any other day, or part-day, declared or prescribed by or under the *Holidays Act (Qld)* 1983.

9.19.2 An employee other than a casual employee who would ordinarily be required to work on a day on which any public holiday falls, but who is not required to work, is entitled to **100%** full pay for the time the employee would ordinarily have been required to perform work on that day.

- 9.19.3 Work performed by an employee on a public holiday or any day appointed to be in place of any such public holiday will be paid at a total of **250%** for a minimum of four (4) hours (excluding employees on call and being recalled on a public holiday).

9.20 Ceremonial Leave

- 9.20.1 An employee who is legitimately required by Aboriginal and Torres Strait Islander tradition to be absent from work for Aboriginal or Torres Strait Islander ceremonial purposes may apply to take up to ten (10) days unpaid leave in any one year, subject to Mater's approval.
- 9.20.2 In considering an employee's request to access ceremonial leave, Mater must consider the following:
- (a) Mater's capacity to reorganise work arrangements to accommodate the employee's request; and
 - (b) the impact of the employee's absence on the delivery of operations; and
 - (c) the employee's circumstances.
- 9.20.3 The employee must provide Mater:
- (a) reasonable notice of the intention to take ceremonial leave before taking the leave; and
 - (b) the reason for taking the leave; and
 - (c) the period that the employee estimates they will be absent.

9.21 Suspension Without Pay

- 9.21.1 General Principle
- (a) Mater has an inherent right to suspend employees with pay. Nothing in this clause is intended to limit or modify any inherent right Mater has in relation to paid suspension. However, Mater may in specific and unique circumstances, elect to suspend an employee without pay.
 - (b) An employee may request access to accrued leave entitlements in lieu of suspension with or without pay. Requests to access leave in lieu of suspension will not be unreasonably denied.
- 9.21.2 Grounds for suspension without pay
- (a) Mater may suspend an employee without pay where:

- (i) There is prima facie evidence of serious misconduct of such gravity that continued duty would pose a significant risk to reputation, safety, service delivery, or regulatory compliance or the employee is charged with a serious offence; and
- (ii) the employee is unable to perform their role as a consequence of the charge or related proceedings; or
- (iii) Mater's brand or reputation may be damaged if the employee is allowed to continue working while the relevant legal proceedings progress; or
- (iv) the employee is unable to perform the inherent requirements of their role due to professional registration requirements lapsing, being suspended or conditions being imposed that are unable to be met by Mater or the employee.

9.21.3 Procedural Fairness

- (a) Any decision to suspend an employee without pay under this clause must:
 - (i) be confirmed in writing and include the reason/s for the suspension without pay; and
 - (ii) provide the employee an opportunity to respond before suspension without pay is imposed, except in urgent case of demonstrable risk to reputation, safety, service delivery or regulatory compliance; and
 - (iii) specify the expected duration of suspension
- (b) An employee is entitled to have a support person present during any discussions related to their suspension.

9.21.4 Disputes

- (a) Resolution of disputes under this provision will be dealt with in accordance with the dispute resolution procedure at clause 13.5 (Prevention and Settlement of Disputes).

9.21.5 Continuity of service

- (a) Suspension without pay does not break continuity of service.

10. PART TEN – PROFESSIONAL DEVELOPMENT SUPPORT

Mater recognises the importance of professionally developing employees whilst balancing the need to maintain operations.

10.1 Professional Development Support

- 10.1.1 Permanent full time and part time employees are eligible to apply for professional development support. All employees are actively encouraged to access this avenue to further their professional development.
- 10.1.2 Professional development support may be in the form of reimbursement of associated cost of undertaking professional development.
- 10.1.3 Employees can submit such an application to the Mater Staff Education Fund. Applications will be assessed based on the following criteria:
 - (a) available budget; and
 - (b) demonstrable benefits to Mater; and
 - (c) benefits to the employee and relevance to their current role.

11. PART ELEVEN – APPRENTICES

11.1 Apprentices

- 11.1.1 Mater recognises the essential role that apprenticeships play in developing a skilled, sustainable and future-ready workforce. Mater is committed to supporting the training and development of apprentices as part of its broader responsibility to contribute to addressing industry skill shortages and maintaining high standards of service delivery in critical community infrastructure.
- 11.1.2 Apprenticeships provide a structured pathway for individuals to gain nationally recognised qualifications, practical experience and safe work practices, while supporting the ongoing capability, resilience and continuity of Mater's operations.
- 11.1.3 Accordingly, Mater acknowledges the value that apprentices bring to the organisation and is committed to providing meaningful training, appropriate supervision, and a supportive work environment to enable apprentices to successfully complete their apprenticeship.

11.2 Engagement and Training Contract

- 11.2.1 Employment as an Apprentice is conditional upon the employee entering into and maintaining a registered training contract. The apprenticeship will be undertaken in accordance with the requirements:
 - (a) of the relevant training package; and
 - (b) State legislation.
- 11.2.2 The nominal duration of the apprenticeship will be as specified in the training contract, subject to competency-based progression where applicable.

11.3 Probation Period

- 11.3.1 Apprentices will be subject to a probationary period consistent with the training contract and applicable legislation.
- 11.3.2 During the probationary period, the training contract may be terminated in accordance with relevant training and industrial laws.

11.4 Rates of Pay

- 11.4.1 Apprentices will be paid rates of pay outlined in Schedule One (Wage Rates) based on their stage of apprenticeship.
- 11.4.2 Where the National Minimum Wage or any applicable award-prescribed apprentice rate is higher, the apprentice will be paid the higher rate.
- 11.4.3 Adult apprentices (21 years and over at commencement) will be paid no less than the National Minimum Wage.

11.5 Pay Level Progression

- 11.5.1 During the term of the apprenticeship progression with-in pay levels will occur upon satisfactory completion of competencies, as advised by the Registered Training Organisation (RTO), and satisfactory performance and training outcomes.

11.6 Training and Study Requirements

- 11.6.1 Apprentices will attend all required off-the-job training, including attendance at TAFE or other Registered Training Organisation (RTO).
- 11.6.2 Apprentices will be released from ordinary hours of work without loss of pay to attend required off-the-job training.
- 11.6.3 Mater will reimburse tuition fees and prescribed course materials, subject to satisfactory progress.
- 11.6.4 Mater may require repayment of costs where the apprentice fails to complete the apprenticeship without reasonable cause, provided this is lawful and agreed in writing.

11.7 Supervision and Workplace Training

- 11.7.1 Apprentices will be provided with appropriate supervision at all times, having regard to their level of skill and experience.
- 11.7.2 Mater will ensure that:
 - (a) training is structured and aligned to competency requirements;

- (b) safe systems of work are maintained at all times; and
- (c) Apprentices are not required to perform tasks beyond their competence.

11.8 Hours of Work and Overtime

- 11.8.1 Apprentices will work ordinary hours in accordance with this Agreement.
- 11.8.2 Apprentices may be required to work reasonable overtime consistent with operational requirements; however, this will not interfere with training obligations.

11.9 Travel and Training Expenses

- 11.9.1 Where Apprentices are required to attend training at a location other than their usual workplace, Mater will pay:
 - (a) reasonable travel costs for any travel kilometres greater than what the employee would normally travel from home to the workplace; and
 - (b) accommodation where an overnight stay is required.

11.10 Tools and Equipment

- 11.10.1 Apprentices will receive a tool allowance at the commencement of each new level consistent with the allowance provided to their trade. This provision will be based on the apprentice successfully moving to the next level of the apprenticeship.
- 11.10.2 The payment will be made as an annualised lump sum on commencement of employment and annually thereafter for the life of the apprenticeship, based on the apprentice successfully moving to the next level of the apprenticeship.
- 11.10.3 Should the Apprentice's employment not progress beyond the probationary period, Mater may recover the pro-rata amount (rates below multiplied by the number of fortnights remaining in the twelve (12 month) period that is not worked) of the lump sum from monies owed at termination. Alternatively, Mater may supply tools of the same value at the commencement of each stage of the apprenticeship.

Apprentice Tool Allowance			
Trade Group	First full pay period on or after approval of the Agreement by FWC	First full pay period on or after 1 September 2026	First full pay period on or after 1 September 2027
Apprentice Painters	\$505.61	\$518.25	\$531.20
Other Apprentice	\$1,788.90	\$1833.63	\$1879.47

11.11 Leave and Study Support

- 11.11.1 Apprentices are entitled to all leave provisions under this Agreement and the National Employment Standards (NES).
- 11.11.2 Additional paid leave will be provided for the purpose of sitting examinations where required as part of the apprenticeship.

11.12 Completion of Apprenticeship

- 11.12.1 Upon successful completion of the apprenticeship and attainment of the relevant qualification, the employee will be eligible for to be appointed to a position as a qualified trade employee.
- 11.12.2 Where a suitable vacancy exists, the employee will be appointed to an appropriate tradesperson position and paid at the applicable tradesperson rate from the first full pay period following an appointment.
- 11.12.3 Mater does not guarantee ongoing employment or the availability of a qualified position upon completion of the apprenticeship.
- 11.12.4 Where a suitable position is not available at the completion of the apprenticeship:
 - (a) Mater will consult with the employee regarding available options, which may include continued employment in another suitable role where practicable; and
 - (b) In the absence of ongoing employment, the employment relationship may be terminated in accordance with the *Fair Work Act 2009* (Cth), the National Employment Standards, and the provisions of this Agreement.
- 11.12.5 Service as an Apprentice will count as continuous service for all purposes under this Agreement where the employee continues in employment following completion.

11.13 Suspension or Cancellation of Training Contract

- 11.13.1 Where a training contract is suspended or cancelled, Mater will consult with the Apprentice and relevant authorities to determine ongoing employment arrangements.
- 11.13.2 Mater will comply with all legal requirements in relation to the variation, suspension or termination of a training contract.

11.14 Recognition of Prior Learning (RPL)

- 11.14.1 Where an Apprentice is granted Recognition of Prior Learning by the RTO, Mater will recognise this for the purposes of adjusting the Apprentice's stage and rate of pay accordingly.

11.15 Support and Wellbeing

- 11.15.1 Mater acknowledges the importance of supporting Apprentices and will provide:

- (a) access to mentoring or supervisory support; and
- (b) access to employee wellbeing programs including employee assistance program (EAP) where available.

12. PART TWELVE – WORKPLACE HEALTH AND SAFETY

12.1 Workplace Health and Safety Process

- 12.1.1 Mater recognises the importance of a safe working environment for all employees.
- 12.1.2 Should an employee have a health and safety concern, they should raise the concern with the Health and Safety Representative and their Manager to seek resolution. The concern should be raised as soon as practicable once it has been identified and resolution should be treated as a priority.
- 12.1.3 Where possible, safety concerns are resolved by the Manager at a local level, however, if the issue cannot be resolved at the local level, then it can be escalated by the Health and Safety Representative to the Director of Engineering and Maintenance (however named) or via the Health and Safety Committee. The Health and Safety Committee will meet at least quarterly.
- 12.1.4 In addition to having a process to resolve specific concerns, safety audits are undertaken to help to identify safety hazards and in turn identify controls.
- 12.1.5 For clarity, where there is a bona fide safety concern Mater will ensure that:
 - (a) The status quo prior to the existence of the concern is to continue while the concern is being investigated for the purpose of seeking resolution unless unsafe to do so; and / or;
 - (b) Employees will not work in an unsafe environment. Where appropriate, an employee will accept reassignment to alternative suitable work / a suitable work environment in the meantime; and
 - (c) The Workplace Health and Safety Team (however so titled) will be part of the process undertaken to ensure that the problem/s is/are resolved having regard to occupational health and safety standards.

13. PART THIRTEEN – CONSULTATION AND DISPUTE RESOLUTION

13.1 Consultation

- 13.1.1 This term applies if Mater:

- (a) has made a definite decision to introduce a major change to production, program, organisation, structure or technology in relation to its enterprise that is likely to have a significant effect on the employees; or
- (b) proposes to introduce a change to the regular roster or ordinary hours of work of employees.

13.2 Consultation in relation to major workplace change

13.2.1 For a major change referred to in paragraph 13.1.1 (a):

- (a) Mater must notify the relevant employees of the decision to introduce the major change; and
- (b) subclauses 13.2.3 to 13.2.9 apply.

13.2.2 The relevant employee or employees may advise Mater that a person or employee organisation is their representative for the purposes of the procedures in this clause in relation to a major workplace change.

13.2.3 If:

- (a) a relevant employee appoints, or relevant employees appoint, a representative for the purposes of consultation; and
- (b) the employee or employees advise Mater of the identity of the representative; Mater must recognise the representative.

13.2.4 Mater must notify the relevant employees and their representatives (if any) of the decision to introduce the change.

13.2.5 As soon as practicable after making its decision, Mater must:

- (a) consult with the relevant employees and their representatives (if any), including by discussing with them:
 - (i) the introduction of the change; and
 - (i) the effect the change is likely to have on the employees; and
 - (ii) measures Mater is taking to avert or mitigate the adverse effect of the change on the employees; and
- (b) for the purposes of the consultation provide, in writing, to the relevant employees and their representatives (if any):
 - (i) all relevant information about the change including the nature of the change proposed; and
 - (ii) the reasons or justification for the change; and

- (iii) information about the expected effects of the change on the employees; and
- (iv) any other matters likely to affect the employees.

13.2.6 Mater is not however, required to disclose confidential or commercially sensitive information to the relevant employees or their representatives (if any).

13.2.7 Mater must give prompt and genuine consideration to matters raised about the major change by the relevant employees and their representatives (if any).

13.2.8 Mater will take reasonable steps to communicate the outcome of the consultation process including the consideration that was given to matters raised about the major workplace change by the relevant employees and their representatives (if any).

13.2.9 If a term in this agreement provides for the introduction of a major workplace change in relation to the enterprise of Mater, the requirements to consult contained in clauses 13.2.3 to 13.2.9 are taken not to apply.

13.2.10 In this term, a major workplace change is "likely to have a significant effect on employees" if it results in:

- (a) the termination of the employment of employees; or
- (b) major change in the composition, operation or size of Mater's workforce or to the skills required of employees; or
- (c) the loss of, or reduction in, job or promotion opportunities; or
- (d) the loss of, or reduction in, job tenure or job security; or
- (e) the alteration of hours of work; or
- (f) the need for employees to be retrained or transferred to other work or locations; or
- (g) job restructuring.

13.3 Consultation in relation to change to regular roster or ordinary hours of work

13.3.1 For a change referred to in subclause 13.1.1 (b):

- (a) Mater must notify the relevant employees and their representatives (if any) in writing of the proposed change; and
- (b) subclauses 13.3.2 to 13.3.8 apply.

13.3.2 The relevant employee or employees may advise Mater that a person or employee organisation is their representative for the purposes of the procedures in this clause in relation to changes to regular rosters or ordinary hours of work.

13.3.3 If:

- (a) a relevant employee, or the relevant employees, advise Mater that a person or employee organisation is their representative for the purposes of consultation; and
- (b) the employee or employees advise Mater of the identity of the representative; Mater must recognise the representative.

13.3.4 As soon as practicable after proposing to introduce the change, Mater must:

- (a) consult with the relevant employees and their representatives (if any) about the introduction of the change, including by discussing the change with them; and
- (b) for the purposes of the consultation provide to the relevant employees and their representatives (if any):
 - (i) all relevant information about the change, including the nature and expected duration of the change; and
 - (ii) information about what Mater reasonably believes will be the effects of the change on the employees (including any effect on the employee's remuneration); and
 - (iii) information about any other matters that Mater reasonably believes are likely to affect the employees; and
- (c) invite the relevant employees and their representatives (if any) to give their views about the impact of the change (including any impact in relation to their family or caring responsibilities).

13.3.5 Mater is not however, required to disclose confidential or commercially sensitive information to the relevant employees or their representatives (if any).

13.3.6 Mater must give prompt and genuine consideration to matters raised about the change by the relevant employees or their representatives (if any).

13.3.7 Mater will take reasonable steps to communicate the outcome of the consultation process including the consideration that was given to matters raised about the change to the regular roster or ordinary hours of work of employees by the relevant employees and their representatives (if any).

13.3.8 In this term: relevant employees means the employees who may be affected by a change referred to in subclause 13.1.1.

13.4 Consultative Forum

13.4.1 The parties to this Agreement commit to a Mater Maintenance Services Consultative Forum (MMSCF).

- 13.4.2 The role of the MMSCF is to act as the principal conduit through which Mater, employees and their representatives consult and discuss matters arising under this Agreement.
- 13.4.3 The MMSCF is a series of meetings attended by the parties with the objective of achieving a cooperative workplace culture.
- 13.4.4 Except where otherwise agreed, the MMSCF shall meet at least four (4) times a year or more often if requested by either party.
- 13.4.5 The terms of reference will be agreed to between the parties. It is not a function of the MMSCF to address individual employee issues.

13.5 Prevention and Settlement of Disputes

- 13.5.1 If a dispute relates to:
- (a) a matter arising under the agreement; or
 - (b) the National Employment Standards;
this term sets out procedures to settle the dispute.
- 13.5.2 The parties to a dispute referred to in this procedure may include:
- (a) an employee or employees covered by the agreement who are, or will be, affected by the dispute;
 - (b) Mater; and
 - (c) an employee organisation who:
 - (i) has a member who it is entitled to represent and who is an employee referred to in (a); or
 - (ii) is covered by the enterprise agreement and entitled to the benefit of, or has a role or responsibility with respect to, the matter in dispute.
- 13.5.3 An employee who is a party to the dispute may advise Mater that a person or employee organisation is their representative for the purposes of the procedures in this term.
- 13.5.4 In the first instance, the parties to the dispute must try to resolve the dispute at the workplace level, by discussions between the relevant employee or employees, relevant supervisors and/or management and any relevant employee organisation.
- 13.5.5 If the discussions at the workplace level do not resolve the dispute, a party to the dispute may refer the matter to the Fair Work Commission.

- 13.5.6 The Fair Work Commission may deal with a dispute referred to it under subclause 13.5.5 even if the requirement for discussions in subclause 13.5.4 has not been complied with if the Fair Work Commission is satisfied that it is appropriate in all the circumstances to do so.
- 13.5.7 The Fair Work Commission may deal with the dispute in two (2) stages:
- (a) the Fair Work Commission will first attempt to resolve the dispute in such manner as it considers appropriate, including by mediation, conciliation, expressing an opinion or making a recommendation; and
 - (b) if the Fair Work Commission is unable to resolve the dispute at the first stage, the Fair Work Commission may then:
 - (i) arbitrate the dispute; and
 - (ii) make a determination that is binding on the parties.
- 13.5.8 If the Fair Work Commission arbitrates the dispute:
- (a) it may also use any of the powers that are available to it under the *Fair Work Act 2009 (Cth)*, including, but not limited to, the power to grant interim relief; and
 - (b) a decision that the Commission makes when arbitrating a dispute is a decision for the purposes of Division 3 of Part 5-1 of the *Fair Work Act 2009 (Cth)* and a person aggrieved by the decision may seek to appeal the decision as provided for in that Act.
- 13.5.9 Subject to any order made by the Fair Work Commission under subclause 13.5.8 (a), while the parties are trying to resolve the dispute using the procedures in this term:
- (a) an employee must continue to perform work as the employee normally would unless the employee has a reasonable concern about an imminent risk to health or safety; and
 - (b) an employee must comply with a direction given by Mater to perform other available work at the same workplace, or at another workplace, unless:
 - (i) the work is not safe; or
 - (ii) applicable occupational health and safety legislation would not permit the work to be performed; or
 - (iii) the work is not appropriate for the employee to perform; or
 - (iv) there are other reasonable grounds for the employee to refuse to comply with the direction.
- 13.5.10 The parties to the dispute agree to be bound by a decision made by the Fair Work Commission in accordance with this term.

14. PART FOURTEEN – TERMINATION OF EMPLOYMENT AND REDUNDANCY

14.1 Notice of Termination of Employment

- 14.1.1 Except in the case of dismissal for serious misconduct, termination of employment may occur by the provision of the following notice by either Mater or employee:

Notice Period – Termination of Employment	
Period of Continuous Service	Period of Notice
1 year or less	1 week
Over 1 year and up to the completion of 3 years	2 weeks
Over 3 years and up to the completion of 5 years	3 weeks
Over 5 years of completed service	4 weeks

- 14.1.2 In addition to this notice, Mater will provide employees over forty-five (45) years of age at the time of the giving of the notice with not less than two (2) years continuous service, an additional one (1) week's notice.
- 14.1.3 Mater may make payment in lieu of the notice if Mater requires that part or all of the notice period is not required to be worked. In calculating any payment in lieu of notice, the payment will be based on the base rate of pay for the ordinary hours the employee would have worked during the period of notice.
- 14.1.4 If an employee fails to give the required notice Mater may withhold from an employee's wages due to the employee on termination, an amount not exceeding the amount the employee would have been paid under this Agreement in respect of the period of notice required by this clause, less any period of notice actually given by the employee.

14.2 Job Security and Redundancy

- 14.2.1 Mater is committed to maximising permanent employment and job security for its employees. It is acknowledged that job security for employees assists in ensuring workforce stability, cohesion and motivation.
- 14.2.2 Clauses 14.2.3 to 14.2.7 apply to permanent employees only.
- 14.2.3 There may be times that due to financial, funding or operational reasons and not due to the ordinary and customary turnover of labour that Mater may determine to make a particular position(s) redundant. Mater may redeploy employees to suitable alternative

positions, as determined by the Act, at any Mater facility within a reasonable vicinity of the employees substantive place of employment.

- (a) For the purposes of this clause only, Mater facilities includes any health service of Mater or any related, associated or subsidiary company of Mater which Mater operates or is contracted to operate or provide services to.

14.2.4 Where Mater identifies a suitable alternative position that may be suitable for redeployment, it will:

- (a) review the skills needed to perform the essential requirements of the position;
- (b) assess if the affected employee has the necessary skills and relevant experience to perform the essential requirements of the position or is reasonably able to be retrained to perform in the position;
- (c) where it is assessed that the employee is reasonably able to be retrained, provide such reasonable training as is necessary; and
- (d) offer redeployment.

14.2.5 The provisions set out on clause 14.2.4 will not inhibit the ability for the employee and Mater to enter discussions and mutually agree to the employee being made redundant and the provisions of clauses 14.2.7 and 14.2.8 (where applicable), being applied.

14.2.6 Any consideration of redundancies of employees' positions will follow the consultation process outlined in the clause 13.1 (Consultation) of the Agreement.

14.2.7 All entitlements to redundancy payments will be in accordance with the below table and will be in addition to the requisite notice period required as per clause 14.1.1 (Notice of Termination of Employment).

Redundancy Payments	
Employee's period of continuous service with Mater on termination	Redundancy pay period
At least 1 year but less than 2 years	4 weeks
At least 2 years but less than 3 years	6 weeks
At least 3 years but less than 4 years	7 weeks
At least 4 years but less than 5 years	8 weeks
At least 5 years but less than 6 years	10 weeks
At least 6 years but less than 7 years	11 weeks
At least 7 years but less than 8 years	13 weeks
At least 8 years but less than 9 years	14 weeks

Redundancy Payments	
Employee's period of continuous service with Mater on termination	Redundancy pay period
At least 9 years or more	16 weeks

- 14.2.8 Where Mater has given notice of termination to an employee due to redundancy, the employee is allowed up to one (1) day off per week during the notice period without loss of pay for the purpose of seeking other employment. The time off is to be taken at a time that is convenient to the employee after consultation with the employee's Manager.
- 14.2.9 Any consideration of redundancies of an position will follow the consultation process outlined in clause 13.1 (Consultation) of the Agreement. An employee may not unreasonably refuse a suitable alternative position.
- 14.2.10 Where an employee rejects an offer of a suitable alternative position; which is on terms and conditions substantially similar to, and considered on an overall basis, no less favourable than the employee's terms and conditions associated with the redundant position or agrees to be redeployed to a position in accordance with clause 14.2.4, no redundancy entitlement will be payable to the employee.
- 14.2.11 Where an employee refuses a reasonable offer of redeployment, the employee may not be entitled to be paid a redundancy payment in accordance with section 120 of the *Fair Work Act 2009*.

14.3 Statement of Employment

- 14.3.1 Upon request, on termination of employment, an employee will be given a statement of service setting out the duration of employment and the capacity in which they were employed.

15. PART FIFTEEN – WORKPLACE DELEGATES' RIGHTS

15.1 Delegates Rights

In Part 15

- 15.1.1 **Employer** means the employer as defined in clause 1.8 (Definitions) of this agreement;
- 15.1.2 **Delegate's organisation** means the employee organisation in accordance with the rules of which the workplace delegate was appointed or elected;
- 15.1.3 **Eligible workers** members and persons eligible to be members of the workplace delegate's organisation who work in a particular enterprise.

15.2 Notice of appointment or election as a workplace delegate

- 15.2.1 Before exercising entitlements under Part 15 (Workplace Delegates Rights), a workplace delegate must provide Mater with written notice of their appointment or election as a workplace delegate. If requested, the workplace delegate must provide Mater with evidence that would satisfy a reasonable person of their appointment or election.

15.3 Notice of ceasing to be a workplace delegate

- 15.3.1 An employee who ceases to be a workplace delegate must give written notice to Mater within fourteen (14) days.

15.4 Right of Representation

- 15.4.1 A workplace delegate may represent the industrial interests of eligible workers who wish to be represented by the workplace delegate in matters including:
- (a) consultation about major workplace change;
 - (b) consultation about changes to rosters or hours of work;
 - (c) resolution of disputes;
 - (d) disciplinary processes;
 - (e) enterprise bargaining where the workplace delegate has been appointed as a bargaining representative under section 176 of the Act or is assisting the delegate's organisation with enterprise bargaining; and
 - (f) any process or procedure within an award, enterprise agreement or workplace policy under which eligible workers are entitled to be represented and which concerns their industrial interests.

15.5 Entitlement to Reasonable Communication

- 15.5.1 A workplace delegate may communicate with eligible workers in relation to their industrial interests under clause 15.4.1. This includes discussing membership of the delegate's organisation and representation with eligible workers.
- 15.5.2 A workplace delegate may communicate with eligible workers during working hours or work breaks, or before or after work.

15.6 Entitlement to reasonable access to the workplace and workplace facilities

- 15.6.1 Mater must provide a workplace delegate with access to or use of the following

workplace facilities:

- (a) a room or area to hold discussions that is fit for purpose, private and accessible by the workplace delegate and eligible employees;
- (b) a physical or electronic noticeboard;
- (c) electronic means of communication ordinarily used in the workplace by Mater to communicate with eligible employees and by eligible employees to communicate with each other, including access to Wi-Fi;
- (d) a lockable filing cabinet or other secure document storage area; and
- (e) office facilities and equipment including printers, scanners and photocopiers.

15.6.2 Mater is not required to provide access to or use of a workplace facility under clause 15.6.1 if:

- (a) the workplace does not have the facility;
- (b) due to operational requirements, it is impractical to provide access to or use of the facility at the time or in the manner it is sought; or
- (c) Mater does not have access to the facility at the enterprise and is unable to obtain access after taking reasonable steps.

15.7 Entitlement to Reasonable Access to Training

15.7.1 Mater will provide a workplace delegate with access to up to five (5) days of paid time during normal working hours for initial training and up to five (5) days each subsequent year, to attend training related to representation of the industrial interests of eligible workers, subject to the following conditions:

- (a) In each year commencing 1 July, Mater is not required to provide access to paid time for training to more than one workplace delegate per fifty (50) eligible workers.
- (b) The number of eligible workers will be determined on the day a delegate requests paid time to attend training, as the number of eligible employees who are
 - (i) full time or part time employees; or
 - (ii) regular casual employees.
- (c) Payment for a day of paid time during normal working hours is payment of the amount the workplace delegate would have been paid for the hours the workplace delegate would have been rostered or required to work on that day if the delegate had not been absent from work to attend the training.
- (d) The workplace delegate must provide Mater with not less than five (5) weeks' notice (unless Mater and delegate agree to a shorter period of notice) of the dates,

subject matter, the daily start and finish times of the training, and the name of the training provider.

- (e) If requested by Mater, the workplace delegate must provide Mater with an outline of the training content.
- (f) Mater must advise the workplace delegate not less than two (2) weeks from the day on which the training is scheduled to commence, whether the workplace delegate's access to paid time during normal working hours to attend the training has been approved. Such approval must not be unreasonably withheld.
- (g) The workplace delegate must, within seven (7) days after the day on which the training ends, provide Mater with evidence that would satisfy a reasonable person of their attendance at the training.

15.8 Exercise of Entitlements

- 15.8.1 A workplace delegate's entitlements under Part 15 (Workplace Delegate's Rights) are subject to the conditions that the workplace delegate must, when exercising those entitlements:
 - a) comply with the reasonable policies and procedures of Mater, including reasonable codes of conduct and requirements in relation to occupational health and safety and acceptable use of Information and Communication Technology (ICT) resources;
 - b) not hinder, obstruct or prevent eligible workers exercising their rights to freedom of association
- 15.8.2 When exercising any entitlements under Part 15 (Workplace Delegate's Rights), a workplace delegate must, other than in the reasonable exercise of those entitlements:
 - a) comply with their duties and obligations as an employee; and
 - b) not hinder, obstruct or prevent the normal performance of work.
- 15.8.3 This clause does not require Mater to provide a workplace delegate with access to electronic means of communication in a way that provides individual contact details for eligible workers.
- 15.8.4 This clause does not require an eligible worker to be represented by a workplace delegate without the worker's agreement.
- 15.8.5 NOTE: Under section 350A of the Act, Mater must not:
 - a) unreasonably fail or refuse to deal with a workplace delegate; or
 - b) knowingly or recklessly make a false or misleading representation to a workplace delegate; or

- c) unreasonably hinder, obstruct or prevent the exercise of the rights of a workplace delegate under the *Act* or Part 15 of this agreement.

15.9 Interaction with other clauses of this agreement

- 15.9.1 Other clauses of this agreement may give additional or more favourable entitlements to workplace delegates (however described). If an entitlement of a workplace delegate under another clause of this agreement is more favourable to the delegate than an entitlement under Part 15, the entitlement under the other clause applies instead of the entitlement under Part 15.

16. PART SIXTEEN – OTHER MATTERS

16.1 No Extra Claims

- 16.1.1 This agreement is in full and final settlement of all parties' claims for its duration. It is a term of this agreement that no party will pursue any extra claims relating to wages or conditions of employment. This agreement covers all matters or claims that could otherwise be subject to protected industrial action.

1. SCHEDULE ONE – WAGE RATES

Description	1 September 2025 3.0%		1 September 2026 2.5%		1 September 2027 2.5%	
	Hourly	Yearly	Hourly	Yearly	Hourly	Yearly
Maintenance Services Level 1.1	\$21.4525	\$42,535.80	\$21.9888	\$43,599.19	\$22.5386	\$44,689.17
Maintenance Services Level 1.2	\$25.2213	\$50,008.46	\$25.8518	\$51,258.67	\$26.4981	\$52,540.14
Maintenance Services Level 1.3	\$28.9874	\$57,475.82	\$29.7121	\$58,912.72	\$30.4549	\$60,385.53
Maintenance Services Level 1.4	\$34.6720	\$68,747.11	\$35.5388	\$70,465.79	\$36.4272	\$72,227.43
Level 2	Hourly	Yearly	Hourly	Yearly	Hourly	Yearly
Maintenance Services Level 2.1	\$34.4618	\$68,330.49	\$35.3234	\$70,038.75	\$36.2065	\$71,789.72
Maintenance Services Level 2.2	\$34.8840	\$69,167.61	\$35.7561	\$70,896.80	\$36.6500	\$72,669.22
Maintenance Services Level 2.3	\$35.5553	\$70,498.56	\$36.4442	\$72,261.03	\$37.3553	\$74,067.55
Level 3	Hourly	Yearly	Hourly	Yearly	Hourly	Yearly
Maintenance Services Level 3.1	\$36.2884	\$71,952.25	\$37.1957	\$73,751.06	\$38.1255	\$75,594.83
Maintenance Services Level 3.2	\$36.8220	\$73,010.15	\$37.7425	\$74,835.40	\$38.6861	\$76,706.28
Maintenance Services Level 3.3	\$37.6316	\$74,615.37	\$38.5724	\$76,480.75	\$39.5367	\$78,392.77
Level 4 / 5	Hourly	Yearly	Hourly	Yearly	Hourly	Yearly
Maintenance Services Level 4/5.1	\$41.0975	\$81,487.61	\$42.1250	\$83,524.80	\$43.1781	\$85,612.92
Maintenance Services Level 4/5.2	\$41.9829	\$83,243.15	\$43.0325	\$85,324.22	\$44.1083	\$87,457.33
Maintenance Services Level 4/5.3	\$42.8753	\$85,012.57	\$43.9472	\$87,137.88	\$45.0459	\$89,316.33
Maintenance Services Level 4/5.4	\$43.7650	\$86,776.68	\$44.8591	\$88,946.10	\$45.9806	\$91,169.75
Maintenance Services Level 4/5.5	\$44.6667	\$88,564.49	\$45.7833	\$90,778.60	\$46.9279	\$93,048.06
Maintenance Services Level 4/5.6	\$47.3820	\$93,948.32	\$48.5665	\$96,297.03	\$49.7807	\$98,704.45
Level 6 Tier 1	Hourly	Yearly	Hourly	Yearly	Hourly	Yearly
Maintenance Services Level 6 Tier 1.1	\$51.7393	\$102,587.94	\$53.0328	\$105,152.64	\$54.3586	\$107,781.45
Maintenance Services Level 6 Tier 1.2	\$52.7742	\$104,640.01	\$54.0936	\$107,256.01	\$55.4459	\$109,937.41
Maintenance Services Level 6 Tier 1.3	\$53.8298	\$106,732.93	\$55.1755	\$109,401.25	\$56.5549	\$112,136.29

SCHEDULE ONE CONTINUED – WAGE RATES

Description	1 September 2025 3.0%		1 September 2026 2.5%		1 September 2027 2.5%	
	Hourly	Yearly	Hourly	Yearly	Hourly	Yearly
Level 6 Tier 2						
Maintenance Services Level 6 Tier 2.1	\$55.3614	\$109,769.79	\$56.7454	\$112,514.03	\$58.1640	\$115,326.88
Maintenance Services Level 6 Tier 2.2	\$56.4685	\$111,965.02	\$57.8802	\$114,764.15	\$59.3272	\$117,633.25
Maintenance Services Level 6 Tier 2.3	\$57.5983	\$114,205.19	\$59.0383	\$117,060.32	\$60.5142	\$119,986.83
Level 7 Tier 1						
Maintenance Services Level 7 Tier 1.1	\$59.0289	\$117,041.70	\$60.5046	\$119,967.74	\$62.0172	\$122,966.94
Maintenance Services Level 7 Tier 1.2	\$62.3702	\$123,666.83	\$63.9295	\$126,758.50	\$65.5277	\$129,927.46
Level 7 Tier 2						
Maintenance Services Level 7 Tier 2.1	\$64.5630	\$128,014.61	\$66.1770	\$131,214.98	\$67.8315	\$134,495.35

2. SCHEDULE TWO – ALLOWANCES

Unless expressly stated otherwise in this Agreement, all allowances are not all purpose and will not be taken into account for the calculation of overtime, penalties leave payment or other entitlements.

Allowance	Clause	Frequency	Approval of Agreement	1 September 2026	1 September 2027
Laundry Allowance	4.3	Per Week	\$1.60	\$1.64	\$1.68
Unpleasant Conditions Allowance	4.4	actual time / period of direct contact	additional 50% of the base hourly rate	additional 50% of the base hourly rate	additional 50% of the base hourly rate
Wet Work / Work in Rain Allowance	4.5	actual time / period of work	additional 100% of the base hourly rate	additional 100% of the base hourly rate	additional 100% of the base hourly rate
Licenced Trade Allowance	4.6	Per week	\$7.60	\$7.79	\$7.98
Testing and Tagging Allowance (all purpose)	4.8	Daily	\$3.01	\$3.08	\$3.16
Travelling Allowance	4.9	Per kilometre	As per ATO	As per ATO	As per ATO
Meal Allowance whilst on overtime	8.4	Per Shift	\$16.37	\$16.78	\$17.20
Tool Allowance					
Painters	4.7	Fortnightly	\$19.45	\$19.93	\$20.43
All other Trades	4.7	Fortnightly	\$68.80	\$70.52	\$72.29
Apprentice Painters	11.10	Annually	\$505.61	\$518.25	\$531.20
Apprentices (other than painters)	11.10	Annually	\$1,788.90	\$1833.63	\$1879.47
On Call Allowance					
Employees (other than Trade Group Managers)					
Whole of RDO, ADO or public holiday	7.1	Per 24-hour period or part thereof	\$38.61	\$39.58	\$40.57
Night only of RDO, ADO or public holiday	7.1	Per night	\$27.85	\$28.55	\$29.26
Any other night	7.1	Per night	\$27.85	\$28.55	\$29.26

SCHEDULE TWO CONTINUED – ALLOWANCES

Allowance	Clause	Frequency	Approval of Agreement	1 September 2026	1 September 2027
On Call Allowance					
Trade Group Managers					
Whole of RDO, ADO or public holiday	7.2	Per 24-hour period or part thereof	\$48.00	\$49.20	\$50.43
Night of RDO, ADO or public holiday	7.2	Per night	\$30.31	\$31.07	\$31.85
Any other night	7.2	Per night	\$27.85	\$28.55	\$29.26

3. SCHEDULE THREE – LIST OF INDICATIVE ROLES

Level	Description	Indicative Roles include
Maintenance Services 1 (MS1)	Apprentice	<ul style="list-style-type: none"> · Apprentice tradesperson
Maintenance Services 2 (MS2)	Non-Qualified Tradesperson	<ul style="list-style-type: none"> · Handyperson · Maintenance Assistant · Trades Assistant · Driver · Labourer
Maintenance Services 3 (MS3)	Qualified Worker	<ul style="list-style-type: none"> · Handyperson · Maintenance Assistant · Trades Assistant · Boiler Driver · Gardener
Maintenance Services 4 / 5 (MS4) (MS5)	Qualified Tradesperson	<ul style="list-style-type: none"> · Fitter · Painter · Refrigeration Mechanic · Electrician · Grounds and Gardens Supervisor · Plumber · Carpenter
Maintenance Services 6 (MS6)	Coordinator / Trade Coordinator	<ul style="list-style-type: none"> · Tier 1 · Tier 2
Maintenance Services 7 (MS7)	Trade Group Manager	<ul style="list-style-type: none"> · Tier 1 · Tier 2

Note: additional roles may be added by Mater depending on business requirements.

4. SCHEDULE FOUR – GENERIC WORK LEVEL STATEMENTS

Definitions

Departmental Operations refers to the specific, routine, day-to-day activities, processes, and tasks carried out within a particular department to achieve functional goals and support the organisation's overall mission. These operations ensure that a department runs efficiently, adheres to standard procedures, and manages its allocated resources effectively.

Work Unit an identifiable group of employees or a functional area within Mater. In this instance, the functional area is Mater Engineering and Maintenance.

Maintenance Services Level 1 – Apprentice (MS1)

Work Level Characteristics

An employee at this level is:

- Completing an apprenticeship in a Maintenance Services related trade; or
- Completed a Senior Certificate or working towards completion; or
- Commencing or planning to commence a Certificate 3 in a Maintenance Services identified trade.
- Positions at this level have no supervisory responsibility and the work performed must be supervised by a qualified Tradesperson (MS4 or MS5).

Duties and Skills

An employee at this level works under the guidance of a qualified Tradesperson and fulfils their duties as directed and where they have met certain competencies, they may be able to perform those tasks with minimal supervision.

Maintenance Services Level 2 - (MS2)

Work Level Characteristics

An employee at this level means an employee who possesses competencies which enable the Employee to perform maintenance work which does not require trade certification but may require a competency certificate such as Testing and Tagging competency.

Duties and Skills

Positions at this level may involve an employee engaging in a range of general duties including the performance of repetitive routine maintenance tasks utilising their existing knowledge, skills and training and experience to complete their work.

Employees at this level are required to safely and effectively operate and maintain basic machinery to perform routine and standard functions.

They will perform work under general supervision either individually or as a work group.

Maintenance Services Level 3 – Qualified Worker (MS3)

Work Level Characteristics

An employee at this level may hold a license to perform high-risk work, for example, a B1 Boiler license, and is able to utilise the skills and knowledge of that license.

Duties and Skills

An employee at this level works under general direction and limited supervision.

Employees at this level may operate individually or as a members of a work group.

Whilst there is some scope for the exercising of initiative in the application of established work practices and procedures, problems can generally be solved within the scope of the employees' training and skills.

The employee will exercise initiative while carrying out their daily duties, solving problems by utilising their existing knowledge and experience.

Knowledge and compliance with regulations, codes and specifications may be required.

Maintenance Services 4 / 5 - Qualified Tradesperson (MS 4 / 5)

Work Level Characteristics

An employee at this level is an employee who holds an appropriate Trade Certificate or Qualification and is able to utilise the skills and knowledge of that certification.

An employee at this level performs work that involves the skills of the employee's trade and other work commensurate with the Employee's training, experience and responsibilities.

Work at this level requires technical, specialised technical or advanced technical knowledge.

An employee at this level may provide guidance to other maintenance Employees at Levels 1, 2 and 3.

High levels of autonomy and initiative may be required to be exhibited in accomplishing objectives and undertaking projects.

Employees at this level are subject to limited direction and may exercise a high level of technical responsibility.

Employees at this level may be required to hold additional licenses e.g. restricted electrical license or multi-skill in other trades.

Duties and Skills

They will perform work of a more complex technical nature, and exercise high precision trade skills using various materials and/or specialist techniques.

They will apply technical principles, practices and techniques which include high-level manual skills, fault diagnosis and other tasks in an office, hospital, operations or field and/or may supervise such activities.

The employee is able to undertake complex fault finding, diagnose and repair equipment such as complex control systems, programming complex devices, with minimal supervision.

Maintenance Services –Trade Coordinator (MS6)

An employee at this level acts as a supervisor/coordinator and may be responsible for the work of other employees from Level MS1 to MS5.

This level is for employees who are Trade Coordinators. Two tiers have Trade Coordinators been identified:

Tier 1 Trade Coordinator

Work Level Characteristics

Work at this level requires knowledge of more complex though conventional methods and trade techniques.

High levels of autonomy and initiative may be required to accomplish objectives and undertake projects.

Employees at this level may be required to manage a trade workgroup.

Employees at this level will usually only receive broad guidance and advice as to operational requirements and deadlines to achieve end results in line with operational goals.

Duties and Skills

Duties may involve assisting the Trade Group Manager (TGM) with detailed planning, directing staff, co-ordinating or financial control within budget, material and workforce limitations established by management and the implementation of overall departmental policies.

Employees at this level meet with consultants and contractors and provide technical information on high-risk distribution for projects and redevelopment; and/or technical information for projects and redevelopment under the direction of the TGM.

Employees at this level provide technical advice and guidance including on-the-job training for employees as required.

Employees at this level perform analysis and apply technical principles, standards and practices to new and existing equipment and machinery including fault diagnosis and maintenance.

Employees at this level prepare reports and/or recommendations on the technical suitability of equipment and machinery.

Tier 2 Trade Coordinator

Work Level Characteristics

Work at this level requires advanced knowledge of more complex though conventional methods and trade techniques.

High levels of autonomy and initiative may be required to accomplish objectives and undertake projects.

Employees at this level may be required to manage a large and complex trade work group.

Employees at this level will usually only receive broad guidance and advice as to operational requirements and deadlines to achieve results in line with operational goals.

Employees at this level will have high-level responsibilities including technical guidance for high-risk complex distribution services, advanced control systems including Building Management Systems, and high-risk plant and equipment. This requires the technical management of high-level trade groups.

Duties and Skills

Duties may involve assisting the TGM with detailed planning, directing staff, co-ordinating or financial control within budget, material and workforce limitations established by management and the implementation of overall departmental policies.

An employee at this level will meet with consultants and contractors and provide technical information for projects and redevelopment; and/or technical information for projects and redevelopment under the direction of the TGM.

An employee at this level will provide high-level technical advice and guidance including on-the-job training for employees as required.

An employee at this level performs high-level analysis and applies advanced technical principles, standards and practices to new and existing equipment and machinery including fault diagnosis and maintenance.

An employee at this level prepares reports and/or recommendations on the technical suitability of equipment and machinery.

Maintenance Services – Trade Group Manager (MS7)

This level is exclusively for employees who are Trade Group Managers (TGM). Two tiers of TGM have been identified:

Tier 1 Trade Group Manager

Work level Characteristics

Work at this level requires technical knowledge and skills and work is performed within broad guidelines.

Employees at this level have direct managerial responsibilities for workgroups and are accountable and responsible for the work completed.

Responsibilities will reflect the size and complexity of departmental operations.

Work is performed autonomously under limited direction with a significant degree of discretion required to carry out the tasks of the role.

Duties and Skills

Duties involve managerial responsibility for the training of team members, coordination of workflow processes, responsibility for quality of output of the work unit, performance assessment and review, career planning and development, application of human resources policies as well as implementing occupational health and safety guidelines and principles.

Assessment and review of the standard of work of their team is also a requirement of this level.

An employee at this level has knowledge and awareness of departmental operations as well as detailed knowledge of major activities of the work unit.

An employee at this level is required to interpret legislation, regulations and other guidance material relating to the operations and functions of the work area is necessary for adequate performance.

An employee at this level assists the Maintenance Manager with systems development, planning and project management for maintenance tasks across the campus.

An employee at this level performs diagnostics to allow effective maintenance and management of equipment initiates investigations and produces technical reports as and when required.

Tier 2 Trade Group Manager

Work Level Characteristics

Work at this level requires advanced technical knowledge and skills and is work is performed within broad guidelines.

Employees at this level have direct managerial responsibilities for large and complex workgroups and are accountable and responsible for the work completed.

Responsibilities will reflect the size and complexity of departmental operations.

Work is performed autonomously under limited direction with a significant degree of discretion required to carry out the tasks of the role.

An Employee at this level will have high-level responsibilities including the technical management and accountability for high-risk complex distribution services, advanced control systems including Building Management Systems, and high-risk plant and equipment. This may require the technical management of high-level multi-trade groups.

Duties and Skills

Duties involve managerial responsibility for training of team members, coordination of workflow processes, responsibility for quality of output of the work unit, performance assessment and review, career planning and development, application of human resources policies as well as implementing occupational health and safety guidelines and principles. Assessment and review of the standard of work of their team is also a requirement of this level.

An employee at this level will have a knowledge and awareness of departmental operations as well as detailed knowledge of major activities of the work unit.

An employee at this level will be required to interpret legislation, regulations and other guidance material relating to the operations and functions of the work area is necessary for adequate performance.

An employee at this level will be required to assist the Maintenance Manager with systems development, planning and project management for maintenance tasks across the campus.

An employee at this level performs high level diagnostics to allow effective maintenance and management of equipment and initiates investigations and produces technical reports as and when required.

5. SCHEDULE FIVE - SIGNATORIES

Signed for and on behalf of Mater

Signature:

Print Name: Ms Julia Strickland-Bellamy

Title: Group Chief Executive Officer

Address: 14 Stratton Street Newstead QLD 4006

Date:

In the presence of:

Signed for and on behalf of the “Automotive, Food, Metals, Engineering, Printing and Kindred Industries Union” known as the Australian Manufacturing Workers’ Union (AMWU):

Signature:

Print Name:

Title:

Address:

Date:

In the presence of:

Signed for and on behalf of the Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia – Electrical, Energy and Services Division (ETU):

Signature:

Print Name:

Title:

Address:

Date:

In the presence of:

Signed for and on behalf of the Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia – Plumbing Division (PPTEU):

Signature:

Print Name:

Title:

Address:

Date:

In the presence of:

Signed for and on behalf of the Construction, Forestry, Maritime, Employee Union (CFMEU):

Signature:

Print Name:

Title:

Address:

Date:

In the presence of:
