

**From:** Michael Nguyen [<mailto:michael.nguyen@amwu.asn.au>]  
**Sent:** Wednesday, 17 August 2016 1:25 PM  
**To:** Chambers - Hatcher VP; Chambers - Roe C  
**Cc:** Brent Ferguson; Ruchi Bhatt; Julian Arndt; AMOD; James Fleming  
**Subject:** Re: AM2014/196 & 197 Casual employment

Dear Associate to Vice President Hatcher

Please find attached two documents relevant to the GB Galvanizing Enterprise Agreement (Exhibit 31) and Mr Kubli's evidence (Exhibit 32) which the AMWU will be referring to in closing submissions this week.

- 1) Employer Statutory Declaration F17
- 2) Award restructuring implementation

I have copied the AiGroup and ACCI into this email who may have an interest.

I was not intending on bringing any copies to the Commission tomorrow and will be reliant upon parties having access to it online.

Regards,

---

Michael Nguyen  
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**Australian Manufacturing Workers' Union**  
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[Type text]

**Form F17 Employer's Declaration in Support of Application  
for Approval of Enterprise Agreement**

**IN FAIR WORK AUSTRALIA**

**FWA Matter No.:**

*[Insert FWA matter number appearing on the main application form, if known.]*

**Applicant:**

GB Galvanizing Service Pty Ltd

**EMPLOYER'S DECLARATION IN SUPPORT OF APPLICATION  
FOR APPROVAL OF ENTERPRISE AGREEMENT**

*Fair Work Act 2009— s.185*

Note: This declaration must be made by an officer or employee of the employer.

I, Vince Gucciardo

Of 26 Gatwick Road, North Bayswater, Victoria, 3153

Director/Operations Manager GB Galvanizing Service Pty Ltd

Make the following declaration under the *Statutory Declarations Act 1959*:

**Part 1: Preliminary**

1.1 Full and precise name of Agreement:

GB Galvanizing Service Pty Ltd Collective Agreement 2012

1.2 Legal name of Employer:

GB Galvanizing Service Pty Ltd

1.3 Trading name of Employer (if different):

1.4 Are you aware of other agreement(s) in identical or substantially identical terms having been dealt with by FWA?

Yes

No

If "Yes", please provide information that would assist in identifying such agreement(s) (e.g. identification number and date of FWA's decision, the name of such agreement, the name of the member of FWA who dealt with such agreement or the name of the employer covered by such agreement):

**GB GALVANIZING SERVICE PTY LTD COLLECTIVE AGREEMENT 2009**

**Agreement ID: AC327560 Industry: Manufacturing and associated industries FWA**

**Matter No.: WPA/Old ID: CAEN096257524**

[Type text]

- 1.5 Has a scope order or a low-paid authorisation been issued in relation to the Agreement?

Yes  
 No

If "Yes", please provide the unique print number and date of the order:

PR

Date: / /

## Part 2: Requirements for approval

### Nominal Expiry Date (s.186(5))

- 2.1 What is the nominal expiry date of the Agreement and the clause number of the clause that specifies that date: (s.186(5))?

Clause 4 This Agreement shall operate from the date seven (7) days after the date of approval by the Workplace Authority and shall remain in force for a period of four (4) years from that date.

### Scope of the Agreement (s.186(3) and (3A))

- 2.2 Does the Agreement cover all employees of the Employer (other than senior executives)?

Yes  
 No

- 2.3 If "No", specify the group(s) of employees covered by the Agreement and how FWA can be satisfied that such group(s) were fairly chosen, including, if appropriate, by reference to the geographical, operational or organisational distinctness of such group(s): (s.186(3) and (3A)):

The Agreement covers operations, customer service and drivers as per the classifications at clause 12. There are some other employees at the site such as office/admin, payroll, sales executives and managers who are not covered by the award.

### Agreement Genuinely Approved - (s.186(2)(a), s.188, s.180(2), (3) and (5), s.181)

- 2.4 Did the employer take all reasonable steps to give notice of the right to be represented by a bargaining representative to each employee who will be covered by the Agreement as required by s. 173?

Yes  
 No

If "Yes", please attach a copy of the notice given to employees and explain the steps taken:

On 7th May 2012 a letter addressed to each employee was hand delivered explaining the bargaining process and requesting them to nominate a bargaining representative. The Operations Manager and Payroll/Admin manager were available for questions during normal working hours.

[Type text]

A copy of Schedule 2.1 - Notice of employee representational rights (reg 2.05) Fair Work Act 2009, sub section 174(6) was also attached to this letter. (copy attached)

*Note* The notice required by s. 173 must meet the relevant requirements of s. 174. A form of notice has been prescribed and can be found in Schedule 2.1 to the *Fair Work Regulations 2009* at <http://www.comlaw.gov.au/Series/F2009L02356>.

- 2.5 Please specify the steps taken by the employer to ensure that the relevant employees were given, or had access to, the written text of the Agreement and any other material incorporated by reference into the Agreement during the 7 day period ending immediately before the start of the voting process (s.180(2)(a)):

A Copy of the draft Agreement was provided to all employees on 3rd July 2012 with a covering memo advising that a vote by show of hands would be undertaken in eight (8) days' time. The Operations Manager, Payroll/Admin Manager and the Bargaining Representatives were available during working hours to answer any questions.

- 2.6 Please specify the steps taken by the employer (including the date of each such step) to notify all relevant employees of the time and place at which the vote was to occur and the voting method to be used (s.180(3)):

A letter was issued to all employees on 3<sup>rd</sup> July explaining the process would be by show of hands in 8 days time. The time of the voting was advised to all employees verbally, the day before the vote was to take place.

- 2.7 Please specify the steps taken by the employer to explain the terms of the Agreement, and the effect of those terms, to relevant employees (s.180(5)):  
[Note: Your answer must include information on the manner in which the explanation took account of particular circumstances and needs of the relevant employees. (e.g., where the employees were from a non-English speaking background, were young employees or did not have a bargaining representative).]

On the letter issued on 3rd July 2012 (see above) employees who required help with understanding the draft Agreement were given the contact details of Lyn Leversha who would arrange suitable assistance. The letter also made clear that any questions could also be put to Vince Gucciardo the operations manager.

- 2.8 Please provide the following dates:

Date on which the last notice of representational rights was given to an employee who will be covered by the Agreement (s.181 (2)):	7 <sup>th</sup> May 2012
Date on which voting for the Agreement commenced (voting commences on the first day that an employee is able to cast a vote — see s.181):	11 th July 2012
Date on which the Agreement was made (that is, the date on which the voting process by which employees approved the agreement concluded — see s. 182):	12th July 2012

[Type text]

If the date on which the Agreement was made is more than 14 days before the date on which application for approval of the Agreement was lodged, please provide details of the circumstances which FWA should take into account in deciding if it is fair to extend the time for lodging the application (s.185(3)(b)):

- 2.9 Please provide the following details of the vote on the Agreement:

Number of employees who will be covered by the Agreement:	81
Number of employees who cast a valid vote:	75
Number of employees who voted to approve the Agreement:	67

#### Interaction with National Employment Standards (s.186(2)(c))

- 2.10 Please list any terms of the Agreement that exclude in whole, or in part, the National Employment Standards:

None

- 2.11 Please identify any terms of the Agreement that are detrimental to an employee in any respect when compared to the National Employment Standards:

None – During the access period it was noticed that the Jury Service clause (C114) capped paid leave at 10 days but in Vic this would result in a less favourable entitlement provided by the *Juries Act 2000* (Vic) which in turn would be a breach of s 112 of the FW Act. An Undertaking has been given by the company to remove this clause – please see attached undertaking.

#### Unlawful Terms (s.186(4))

- 2.12 Does the Agreement contain any terms that deal with the rights of officials or employees of employee organisations to enter the employer's premises? (s.186(4) and s.194(f) and (g))

Yes

No

If "Yes", please specify the term(s):

- 2.13 Does the Agreement contain any:

- discriminatory terms? (s.186(4) and s.194(a), s.195);
- objectionable terms? (s.186(4) and s.194(b), definition in s.12);
- terms that deal with the rights of employees in relation to unfair dismissal? (s.186(4) and s.194(c) and (d));
- terms that deal with the taking of industrial action that are inconsistent with Part 3-3 of Chapter 3 of the Act? (s.186(4) and s.194(e)); or
- designated outworker terms? (s.186(4A))

[Type text]

- Yes  
 No

### Required terms

2.14 Please specify the clause number of the following required terms:

Dispute Resolution Procedure (s.186(6)):	Clause 10
Flexibility Term (s.202(1), s.203):	Clause 21
Consultation Term (s.205(1)):	Clause 22

### Particular types of workers

2.15 Does the Agreement cover any shift workers? (s.196)

- Yes  
 No

If "Yes", please identify the clause, if any, that defines or describes an employee as a shift worker for the purposes of the National Employment Standards:

2.16 Does the Agreement:

- cover any pieceworkers (s.197); or
- contain terms providing for school-based apprentices or trainees to receive loadings in lieu of paid leave (s.199); or
- cover any outworkers (s.200)?

- Yes  
 No

If "Yes", please identify the relevant clause(s):

### Part 3: Better Off Overall Test

*[FWA must apply the better off overall test to the agreement by reference to relevant instrument(s): see s.193 of the Fair Work Act 2009 and item 18 in Schedule 7 to the Fair Work (Transitional Provisions and Consequential Amendments) Act 2009.*

*It is essential that you set out the names of any modern award(s) or award-based transitional instrument(s) - typically pre-reform award(s) or NAPSAs - accurately in full and include the "MA", "AP" or "AN" number of each such instrument. These numbers can be located via a title search on the "Find an award" search facility at:  
<http://www.fwa.gov.au/index.cfm?page=awardsfind>.*

*Under the legislative scheme an award will not apply to employees if a statutory collective agreement is in place. However, an award that would apply in the absence of such an agreement will still cover those employees.*

### Reference instrument(s)

#### 3.1 Relevant modern award(s)

List the modern award(s), if any, that currently cover the employer in relation to any employees covered by this Agreement:

*Manufacturing and Associated industries and Occupations Award 2010  
Road Transport and Distribution Award 2010*

#### 3.2 Relevant pre-reform award(s)/NAPSA(s)

List the pre-reform award(s) or NAPSA(s), if any, that covered the employer in relation to any employees covered by this Agreement as at 31 December 2009:

*Metal, Engineering & Associated Industries Award 1998  
Transport Workers Award 1998*

### Translating classifications

3.3 If the classifications in the Agreement are different from the classifications in any of the reference instrument(s) listed in questions 3.1 and 3.2, please attach a table that identifies how classifications in the Agreement relate to classifications in the reference instrument(s).

### CLASSIFICATION STRUCTURE

Employees will be engaged pursuant to the following classification structure:

Level 1 - Start	Labourers (C13)
Level 1 - Base	
Level 1 - Experienced	
Level 2 - Start	Production control/Forklift Driver Crane Operator (C12)
Level 2 - Base	
Level 2 - Experienced	

Level 3 - Start	Truck Driver - Semi trailer (Grade 6)
Level 3 - Base	
Level 3 - Experienced	
Level 5 - Base (Flat Rate)	Quality assurance/customer service (C12)
Level 5 - Experienced (Flat Rate)	
Level 5 - Senior (Flat Rate)	
Level 6 - Start	Maintenance (C10)
Level 6 - Base (Flat Rate)	
Level 6 - Experienced (Flat Rate)	
Level 7 - Base	Leading Hand (C12)
Level 7 - Experienced	
Level 8 - Start (Flat Rate)	Supervision (C10)
Level 8 - Base (Flat Rate)	
Level 8 - Experienced (Flat Rate)	
Level 9 (Flat Rate)	Maintenance Manager/Production Manager (C10)

### Improvements/reductions

- 3.4 Does the Agreement contain any terms or conditions of employment that are *more beneficial* than equivalent terms and conditions in the reference instrument(s) listed in questions 3.1 and 3.2 or does the Agreement confer any entitlements that are not conferred by those reference instrument(s)?

Yes  
 No

- 3.5 If "Yes", identify the terms and conditions in the Agreement that:

- (a) are more beneficial than the reference instrument(s),  
(b) are not conferred by the reference instrument(s),

together with the employees affected and the relevant terms of the reference instrument(s):

- Rate of Pay 12.2.1 + Attachment - Rates of pay in excess of Award minimums
- B-Double Rates 12.4(e) - Drivers paid increase rates when driving B-Double vehicles
- Trip Rates 14.4(f) - Drivers paid for minimum of 12 hours per day when staying overnight for first 2 days of Trip (Trips are nearly always a single overnight stay.)
- Meal Breaks 13.3(b)(ii) - Two x 10 min paid rest breaks provided per day
- Wage Increases 16 - Guaranteed increase of 15% over 4 years
- Annual Leave 19.2 - Employees may cash out annual leave
- Attendance Bonus Appendix A - A bonus is paid

- 3.6 Does the Agreement contain any terms or conditions of employment that are *less beneficial* than equivalent terms and conditions in the reference instrument(s) listed in questions 3.1 and 3.2 or do those reference instrument(s) confer any entitlements that are not conferred by the Agreement?



- Yes  
 No

3.7 If "Yes", identify the terms and conditions in the reference instrument(s) that:

- (a) are more beneficial than the Agreement; or  
 (b) are not conferred by the Agreement,

together with the employees affected and, in the case of (a), the relevant terms of the Agreement:

- **Casual Employment 7.2** – Loading of 20% for casuals
- **Part Time Overtime 7.3(c)** – Overtime only paid after 38 hours for part time employees
- **Flat Rates 12.3** – Some higher grades are not paid overtime or Saturday penalties (increased rates offset these amounts)
- **Annual Leave loadings 12.4(a)(ii)** – Night shift annual leave loading 17.5% (no night shift employees)
- **Allowances 12.4(g)** – Only First Aid allowance and Living Away from Home Allowance paid
- **Overtime 13.4.1(a)** – Time and a half paid for first three hours and double thereafter. (Transport Award pays time and a half paid after first two hours and double time thereafter)

*[Note: your answers to 3.5 and 3.7 should indicate whether all or only some of the employees are affected and, if only some employees are affected, identify the group(s) of employees affected.]*

#### Exceptional circumstances (agreement fails the better off overall test)

3.8 If the employer considers that the Agreement does not pass the better off overall test as set out at s.193 of the *Fair Work Act 2009* (and, possibly, item 18 of Schedule 7 to the *Fair Work (Transitional Provisions and Consequential Amendments) Act 2009*), identify any exceptional circumstances that FWA should consider when deciding whether approving the Agreement would not be contrary to the public interest (s.189):

#### Part 4: Statistical information

*Note: The information in this part is necessary to enable Fair Work Australia to comply with its statutory reporting obligations.*

4.1 Of the employees covered by the Agreement, how many employees are in the following demographic groups?

Group	Number of employees within group
Female	1
Non-English speaking background	5
Aboriginal or Torres Strait Islander	0
Disabled	0
Part-time	0
Casual	8
Under 21 years of age	0
Over 45 years of age (mature age)	49

4.2 In what State/Territory will the Agreement be in operation?  
*[Mark all applicable boxes with an "X".]*

ACT  NSW  NT  QLD  SA  TAS  Vic  WA

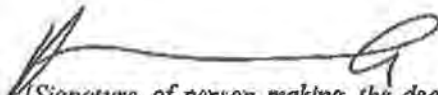
- 4.3 Please list the full and precise name of all collective agreements (including any ID number, if known,) that covered any employees covered by this Agreement immediately prior to the time this Agreement was made:

GB Galvanizing Service Pty Ltd Collective Agreement 2009  
Agreement Number 096257524

- 4.4 What is the primary activity of the employer?  
*[e.g. music retailer, plumbing contractor, steel fabricator.]*

Hot Dip Galvanizing.

I understand that a person who intentionally makes a false statement in a statutory declaration is guilty of an offence under section 11 of the *Statutory Declarations Act 1959*, and I believe that the statements in this declaration are true in every particular.



*[Signature of person making the declaration.]*

Declared at:  
*[place]* Boronia

On:  
*[date]* 24<sup>th</sup> July 2012

Before me:  
*[Signature of person before whom the declaration is made.]*

G. Jenkins C/38183

Boronia Police St.  
259 Dorset Road  
Boronia, 3155

*[Set out the witness' full name, qualification to witness a statutory declaration and address (all in printed letters). Note: A statutory declaration must be made before a "prescribed person": s.8, Statutory Declarations Act 1959 (Cth). For a full description of prescribed persons, go to [fwa.gov.au/index.cfm?pagename=resource&resource=actsstatdecs](http://fwa.gov.au/index.cfm?pagename=resource&resource=actsstatdecs).]*

**Please provide your contact details for any future inquiries related to this declaration:**

<b>Name:</b>	Vinco Gucciardo	<b>State:</b>	Vic	<b>Postcode:</b>	3153
<b>Address:</b>	26 Gatwick Road, North Bayswater	<b>Mobile:</b>	0425 742 225		
<b>Suburb:</b>		<b>Email:</b>	vinceg@gbgalv.com.au		
<b>Telephone:</b>	03 87279300				

COPY



DATE: 7<sup>th</sup> May, 2012.  
MEMO TO: «First\_Name»  
MEMO FROM: VINCE GUCCIARDO, OPERATIONS MANAGER  
SUBJECT: APPOINTMENT OF A BARGAINING REPRESENTATIVE

As you all would be aware the current "GB Galvanizing Service Pty Ltd Collective Agreement 2009" expires on 30<sup>th</sup> June 2012.

GB Galvanizing Service Management would like to commence bargaining with its employees for a new Agreement.

In accordance with Schedule 2.1 (copy attached), to achieve an Agreement, there is a legal requirement for the majority of employees who cast a vote to approve the agreement and it must be approved by an independent authority, Fair Work Australia.

Each employee has the right to appoint a bargaining representative to represent them in bargaining with the employer for the agreement and you have to notify that person in writing that you have appointed them to do so. You can choose to appoint yourself as a bargaining representative. In either case you must give a copy of the appointment to your employer.

Therefore, we ask that you please notify GB Galvanizing Service Pty Ltd in writing, of your nominated bargaining representative so that the company can commence bargaining for the new agreement as soon as possible.

If you wish, you may use the attached form to notify GB Galvanizing Service of your bargaining representative.

The company will be commencing the bargaining process soon.



COPY

**Schedule 2.1 Notice of employee representational rights (regulation 2.05)**

Fair Work Act 2009, subsection 174(6)

GB Galvanizing Service Pty Ltd. gives notice that it is bargaining in relation to an enterprise agreement, "**GB Galvanizing Service Pty Ltd Collective Agreement 2012**", which is proposed to cover employees who are engaged in activities in its plants in Victoria.

**What is an Enterprise Agreement?**

An enterprise agreement is an agreement between an employer and its employees that will be covered by the agreement that sets the wages and conditions of those employees for a period of up to 4 years. To come into operation, the agreement must be supported by a majority of the employees who cast a vote to approve the agreement and it must be approved by an independent authority, Fair Work Australia.

**If you are an employee who would be covered by the proposed agreement:**

You have the right to appoint a bargaining representative to represent you in bargaining for the agreement or in a matter before Fair Work Australia about bargaining for the agreement.

You can do this by notifying the person in writing that you appoint that person as your bargaining representative. You can also appoint yourself as a bargaining representative. In either case you must give a copy of the appointment to your employer.

If you are a member of a union that is entitled to represent your industrial interests in relation to the work to be performed under the agreement, your union will be your bargaining representative for the agreement unless you appoint another person as your representative or you revoke the union's status as your representative.

**Questions?**

If you have any questions about this notice or about enterprise bargaining, please speak to either your employer, bargaining representative, go to [www.fwa.gov.au](http://www.fwa.gov.au) or contact the Fair Work Australia Help Line on 1300 799 675.



GB GALVANIZING SERVICE PTY LTD ACN 005 720 356 ABN 91 005 720 356

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COPY

**TO: The Management of GB Galvanizing Service Pty Ltd.**

**I wish to notify GB GALVANIZING SERVICE PTY LTD in writing that I have appointed the person named below as my bargaining representative in discussions for a new Enterprise Agreement.**

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**Attachment to F17 - GB Galvanizing**

<b>Agreement Classification</b>		<b>Agreement Hourly Rate*</b>	<b>Comparison Modern Award Rate and Classification</b>	
<b>1 (Labourer)</b>	Start	\$16.85	\$15.96	C13
	Base	\$18.02	\$15.96	C13
	Experienced	\$19.42	\$15.96	C13
<b>2 (Forklift/Crane Operator)</b>	Start	\$17.79	\$16.57	C12
	Base	\$19.10	\$16.57	C12
	Experienced	\$20.05	\$16.57	C12
<b>2 (Production Controller)</b>	Base	\$19.42	\$16.57	C12
	Experienced	\$20.32	\$16.57	C12
<b>3 (Truck Driver)</b>	Start	\$19.64	\$19.07	6
	Experienced	\$22.20	\$19.07	6
<b>5 (QA/Customer Service)</b>	Base	\$22.38	\$16.57	C12
	Experienced	\$23.60	\$16.57	C12
	Senior	\$25.18	\$16.57	C12
<b>6 (Maintenance)</b>	Start	\$19.10	\$18.06	C10
	Base	\$23.60	\$18.06	C10
	Experienced	\$26.25	\$18.06	C10
<b>7 (Leading Hand)</b>	Base	\$19.42	\$16.57	C12
	Experienced	\$21.08	\$16.57	C12
<b>8 (Supervisor)</b>	Start	\$23.88	\$18.06	C10
	Base	\$25.93	\$18.06	C10
	Experienced	\$28.00	\$18.06	C10
<b>9 (Maintenance and Production Manager)</b>	Base	\$30.64	\$18.06	C10

\*Prior to first increase



# WHAT IS AWARD RESTRUCTURING?

Award restructuring is a simple title for a wide ranging and complex agenda for reform. In the metal and engineering industry the major components of award restructuring include:

- a new classification structure based on nationally recognised competency standards for skills and training;
- the creation of career paths for all employees;
- the development of a new national training system which encourages increased skill formation and training;
- increased training opportunities for employees in all occupations;
- increased labour flexibility at the enterprise; and
- modernisation of the Metal Industry Award to make it easier to read and more flexible.

Much of the award restructuring agenda in the metal and engineering industry has already been achieved. The new classification structure, explained in this Manual, is in its implementation phase and substantial progress has been made in developing a new national training system which will increase training opportunities and skill enhancement.

However, further activity is required to achieve our objectives. The development of the national training system, familiarisation of the industry with the new structures and ensuring that these structures operate effectively and modernisation of the Metal Industry Award are all matters which are continuing to be addressed.

## ACKNOWLEDGEMENTS

The parties acknowledge the assistance that has been received from a range of organisations in the development and publication of this Manual.

The parties wish to particularly thank the Federal Government, the Department of Industrial Relations and the Department of Education, Employment and Training for assistance with the development of training standards and the publication costs.

The role of TAFE and in particular the Australian Council of TAFE Curriculum also deserves special acknowledgement. TAFE's early response to the substantial training changes encompassed by the new Metals and Engineering Industry Award will ensure the progressive availability of new course structures.

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# ABOUT THIS MANUAL

1

This Manual is a joint publication of the unions and employer organisations in the metal and engineering industry to assist in the successful implementation of award restructuring.

It is designed for use by managers, union organisers, supervisors, union delegates and employees. The Manual is divided into three parts:

- A detailed explanation of the Metal Industry Award new classification structure;
- A report on other significant award restructuring issues such as training and consultation; and
- Appendices providing supporting information and an index for easy reference.

## OBJECTIVES

The objectives of this Manual are to:

- provide employers and employees with a detailed explanation of the new classification structure;
- provide employers and employees with the method of transferring to the new classification structure during the transition period;
- provide a progress report in relation to other award restructuring issues.

This Manual should be retained and used to file future award restructuring information. Updates will be supplied as they become available.

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Additional copies of this Manual may be purchased on application to any of the organisations listed on pages 71 to 74.

National Library of Australia ISBN 1 86265 018 7

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### **5.1 NATIONAL WAGE CASE - AUGUST 1989**

In its National Wage Case decision of August 1989 the Australian Industrial Relations Commission (AIRC) continued the process of award restructuring by linking wage increases to the implementation of award restructuring initiatives.

Specifically, the Commission provided wage increases of \$10, \$12.50, \$15 or 3% per week (depending on an employee's classification) as a first instalment and a second increase of the same order to be available not earlier than six months after the first increase.

Such increases were subject to the Commission's satisfaction that the parties to the award had co-operated in a fundamental review of the award and were implementing measures to improve the efficiency of industry and provide employees with access to more varied, fulfilling and better paid jobs.

### **5.2 METAL AND ENGINEERING INDUSTRY - IMPLEMENTATION OF AWARD RESTRUCTURING**

#### **5.2.1 20 SEPTEMBER 1989 VARIATIONS**

The variations of 20 September 1989 to the Metal Industry Award and Metal Industry (Engine Drivers and Firemen's) Award commenced the formal process of award restructuring in the metal and engineering industry.

Those variations included:

- the first structural efficiency wage increase (\$15 or 3%, \$12.50 or \$10 per week)
- the first broadbanding adjustment resulting from broadbanding of existing award classifications into the 14 new classification levels
- the requirement that employees perform a wider range of duties and thereby achieve a greater level of flexibility at the workplace
- the testing of a draft new classification structure

#### **5.2.2 TESTING THE DRAFT NEW CLASSIFICATION STRUCTURE**

In October 1989 the new classification structure was tested in approximately 150 companies throughout Australia. The objective of the testing process was to determine whether the proposed new classification structure:-

- is appropriate to the needs of the industry both at present and for the future,
- is practical and realistic,
- does not involve unsustainable labour cost increases.

At the conclusion of the testing process a number of changes were made to the classification structure based on comments and concerns

raised by employers and unions.

An outline of the new classification structure is contained in Section 5 of this Manual. Full details are set out in Section 7.

### **3.2.3 20 MARCH 1990 TRANSITION/IMPLEMENTATION**

The award variations of 20 March 1990 involved:

- the second structural efficiency wage increase (\$15 or 3%, \$12.50 or \$10 per week)
- the second broadbanding adjustment
- the first minimum rate adjustment
- award variations to enhance flexibility both at the industry and enterprise levels
- the development and implementation of training programmes at each enterprise
- implementation of the new classification structure during the transition/implementation period.

### **3.2.4 OBJECTIVES OF THE TRANSITION/IMPLEMENTATION PERIOD**

During the transition/implementation period the objectives for employers, unions and employees are to:

- familiarise themselves with the new classification structure;
- transfer employees from existing classifications to their appropriate new classification (details of the transfer process are provided in Section 8 and 9);
- implement the new classification structure and operate under the broader definitions;
- identify and resolve any problems created by the transition; and
- advise either their employer organisation or union of any special problems they may have encountered or envisage for the future.

### **3.2.5 REVIEW OF THE TRANSITION/IMPLEMENTATION PERIOD**

Towards the end of the transition/implementation period the parties at the national level will review the operation of the transition/implementation period and will make any agreed amendments to the new classification structure.

### 4.1 ESSENTIAL FEATURES

#### 4.1.1 A SINGLE STRUCTURE OF 14 LEVELS

The new structure combines all existing classifications into a single structure of 14 classification levels.

Through definitions based on training and skill the 14 levels provide production, trade and technical employees with the opportunity to progress to higher levels in the structure.

#### 4.1.2 INCORPORATION OF METAL INDUSTRY AWARD AND METAL INDUSTRY (ENGINE DRIVERS AND FIREMEN'S) AWARD

The new classification structure incorporates all the existing classifications contained in the following Awards into a single inter-related, classification structure:

1. Metal Industry Award

Part I Wages Employees

Part II Draughtsmen, Production Planners and Technical Officers

Part III Professional Engineers

Part IV Professional Scientists

Part V Foremen and Supervisor

2. Metal Industry (Engine Drivers and Firemen's) Award

Part I Wages Employees

*Note: Whilst these awards now share a common classification structure, the existing separate award provisions still apply until the new Metal and Engineering Industry Award is completed.*

### 4.2 UNDERLYING PRINCIPLES

#### 4.2.1 SKILLS AND TRAINING STANDARDS

The new classification structure is based on definitions which specify the skill, competency and training requirements for each classification level.

These classification levels are based on the national qualifications outlined by the Australian Council of Tertiary Awards (ACTA).

The classification structure is accompanied by a set of skill and competency standards which indicate the skills an employee should be capable of performing at each level of the classification structure. It is important to understand that all skills and training requirements under the new award structure are based on competency standards issued by the National Training Board.

Individual employees will no longer be identified by specific classification titles which describe narrow job functions or technologies such as "fitter", "welder", "storeman" or "process worker". Rather,

employees will be identifiable by their levels of training and skill. For example, a fitter will be identified as an "Engineering Tradesperson (Mechanical) Level I" (C10) and a process worker will be identified as an "Engineering Production Employee Level II" (C15).

#### **4.2.2 A DEFINED CAREER PATH**

The new classification structure provides definable career paths for employees. Through appropriate training and satisfaction of the skill and competency standards for each classification level, employees will be able to progress up the classification structure. Movement up the career path may involve cross-skilling or further specialisation.

#### **4.2.3 BROADER JOB FUNCTIONS**

As indicated above, specific classification titles such as "fitter", "process worker" or "welder" have been eliminated from the new structure and replaced with new skill based titles.

The new classification structure definitions and job descriptions are broader and allow employees to perform a wider range of functions or jobs within their classification.

For example the job functions of employees classified as production employees (such as process workers, machinists, etc) may be broadened, through the appropriate training, to include minor machine maintenance and operation of multiple equipment .

Similarly, the work a tradesperson can do may be broadened after completing appropriate training to include jobs not previously undertaken by that trade. This may involve mechanical, fabrication and electrical/electronic skills which are not solely confined to that tradesperson's "core" skills or trade.

This does not mean that cross skilling between the trades will occur overnight. It will gradually change as tradespeople complete appropriate formal training to extend the range of work they can do. See Section 12 for details of changes to the training system.

For all employees the combination of skills to be exercised will be determined through appropriate consultation mechanisms or the plant training committee and will be subject to the completion of the appropriate training to enable the employee to perform the work safely and competently.

#### **4.2.4 DEMARCATION AND LABOUR FLEXIBILITY**

The broader definitions of the new classification structure allow management, unions and employees to discuss ways to re-design jobs so that employees perform a wider range of tasks by utilising existing skills and acquiring extra skills through accredited training. This will not only help overcome demarcations but will ensure that labour flexibility is continually enhanced.

If the classification structure is to operate effectively in providing employees with career paths and with broader and more skilled jobs,

then old, narrow definitions of an individual employee's job have to be discarded in favour of the wider definitions of the new classifications. The new classification structure is also intended to eliminate artificial demarcation between different jobs and different unions by increasing the flexibility of individual employees through training in new skills and responsibilities and by overcoming barriers to the use of their existing skills.

The new classification structure means that the only question should be whether an employee has the appropriate training to perform the work safely and competently.

The employers and the unions are committed to overcoming demarcation problems as part of the award restructuring process. The parties are jointly developing a procedure for dealing with disputes which might arise over demarcation issues.

## OUTLINE OF THE NEW CLASSIFICATION STRUCTURE

5

WAGE GROUP	CLASSIFICATION TITLE	RELATIVITY TO C10 (SEE 5.1 & 5.2)
C1(b)	Professional Engineer Level IV Professional Scientist Level IV	210%
C1(a)	Professional Engineer Level III Professional Scientist Level III	180%
C2 (b)	Experienced Engineer Level II Experienced Scientist Level II Principal Technical Officer	160%
C2(a)	Leading Technical Officer Principal Supervisor/Trainer/Co-ordinator	150%
C3	Engineering Associate Level II	145%
C4	Engineering Associate Level I	135%
C5	Engineering Technician Level V Advanced Engineering Tradesperson Level II Graduate Engineer Level I Graduate Scientist Level I	130%
C6	Engineering Technician Level IV Advanced Engineering Tradesperson Level I Graduate/Diplomate Scientist Level I (3 year course)	125%
C7	Engineering Technician Level III Engineering Tradesperson Special Class Level II	115%
C8	Engineering Technician Level II Engineering Tradesperson Special Class Level I	110%
C9	Engineering Technician Level I Engineering Tradesperson Level II	105%
C10	Engineering Tradesperson Level I Production System Employee	100%
C11	Engineering Production Employee Level IV	92.4%
C12	Engineering Production Employee Level III	87.4%
C13	Engineering Production Employee Level II	82%
C14	Engineering Production Employee Level I	78%

### TRAINER/SUPERVISOR/CO-ORDINATOR

Level 1	Not less than 122% of the highest wage rate paid to the highest technically qualified employee under supervision and/or training (excluding leading hands)
Level 2	Not less than 115% of the highest rate of pay of persons supervised and/or trained.
Technical	Not less than 107% of the wage rate applicable to the employee's technical classification.

The classification definitions are contained in Section 7 of this Manual.



## **5.1 AWARD WAGE RELATIVITY TO C10**

Each classification award wage (as distinct from overaward wage) is expressed as a percentage of the award wage for the C10 classification - Engineering Tradesperson Level 1 (i.e. basic trades employee).

The establishment of such relativities has been necessary as a result of the August 1989 National Wage Case decision and the establishment of a single, inter-related classification structure.

## **5.2 PHASING IN OF AWARD PERCENTAGES**

The award percentages indicated in the table are being phased-in during the period March 1990 to July 1991, so that after July 1991 the actual award wage (in dollars per week) will reflect the percentages expressed above.

This will occur as part of the overall broadbanding of classifications and wages referred to in Section 9.

## **5.5 NO APPLICATION TO OVERAWARD WAGES**

The award percentages do not relate to overaward payments. That is, the overaward wages paid to employees need not conform to the award wage relativities. Clearly, overaward payments are an enterprise specific matter and can differ between classifications and between employees within the same classification.

For example, the award will establish an award rate for an engineering Production Employee Level II C13 (process worker) at 82% of the award rate for an Engineering Tradesperson Level I - C10 (fitter). If a process worker (C13) and a fitter (C10) are paid above the award rate, it is not necessary, nor is it intended, that the process worker's (C13) actual weekly wage paid be 82% of that paid to the fitter (C10).

## **5.4 UNION COMMITMENT**

It is agreed between the parties that the process of transition from the old classification structure to the new classification structure cannot in itself justify a wage increase in addition to any general wage increase which might be awarded by the Industrial Relations Commission. During the transition/implementation period the unions will not support claims for levelling up overaward payments. However, the unions have expressed concern about the broadbanding of employees with different overaward payments into the same new classification level where those employees perform work of a like nature.

The parties have agreed to discuss during the transition period the most effective way of implementing broadbanding consistent with award restructuring.

Section 6 deals with the effect of the new classification structure upon the various categories of employees under the old structure. Each category is dealt with separately.

### **6.1 WAGES EMPLOYEES**

[Part I of the Metal Industry Award and the Metal Industry (Engine Drivers and Firemen's) Award].

#### **6.1.1 NON-TRADES EMPLOYEES**

Non-trades employee classifications are located between levels C14 to C10 (inclusive) in the new structure. Levels C14 to C11 are known as Engineering Production Employees, whilst at level C10, the non-trades employee is known as a Production System Employee (see below).

An employee's current correct award classification will determine his/her location within these new levels.

The steps to be taken to determine the correct new level for each existing classification are set out in Section 8 and *Appendices 6 and 7*. However, some examples are:

C14: general labourer, employee not elsewhere classified;

C15: process worker, assistant furnaceman, press operators, FRP laminator (other);

C12: machinist 2nd class, storeman/packer, dogman, trades assistant, wire worker (grade III), sheetmetal worker 2nd class;

C11: rigger, forklift driver, die setter, guillotine operator.

#### **A Career Path**

For the first time, the classification structure will provide non-trades employees with a structured career path. A non-trades employee will now be able to advance up the classification structure through levels C14 to C10 and then either through trade, technical, or trainer/supervisor/coordinator training to C1.

#### **Levels C14/C15**

For employees to progress from level C14 to C15 they will be required to work at a level of skill and competence which satisfies the definition and skill standards of the C15 level in the classification structure.

#### **Levels C12/C11/C10**

For employees to progress into levels C12/C11/C10 it will be necessary to complete formal on and off the job training through a new course, the Engineering Production Certificate (see 6.1.2).

Advancement beyond level C10 will be entirely dependent upon the completion of appropriate formal technical or trainer/supervisor/coordinator training to the competency standards issued by the National Training Board.

For example a C10 Production System Employee may seek to train further in a production role by training in technical areas such as production planning.

Definitions and draft skill standards (to be issued when available) for each level are set out in Section 7 of this Manual.

#### **6.1.2 PRODUCTION SYSTEM EMPLOYEE**

A new classification, a production system employee, has been established at level C10.

As can be seen from the definitions and draft skill standards (to be issued when available) set out in Section 7, it equates to a base trades employee in terms of training, skill and competence.

In order to be classified as a production system employee in future, non-trades employees will be required to have completed a new course being developed in three stages specifically for non-trades employees - the Engineering Production Certificates.

#### **Engineering Production Certificates (Levels I, II, III)**

These three courses are being designed to provide formal training in the skills covered in the definitions for the levels C12, C11 and C10 (production system employee). In order to be classified at C12 an employee would be required to complete the engineering production certificate level I, the C11 employee the 2nd certificate level and the C10 employee, the 3rd certificate level.

These requirements do not apply in the transition from the old classification to the new classification structure. Existing employees will transfer across to the new structure in accordance with the procedures outlined in section 8 of this Manual. The requirements to complete the various levels of the Engineering Production Certificates in order to advance into levels C12/11/10 will apply in future when these courses are fully operative.

#### **6.1.5 JUNIOR EMPLOYEES**

Junior employees (under 21 years of age) will still be employed as juniors under the new classification structure. Their rate of pay will continue to be a set percentage (depending on their age), of the weekly base rate for an Engineering Production Employee Level II (C13). These percentages are unchanged from the current award provisions.

It is hoped that an increasing number of juniors will be engaged as trainees, involving formal on and off-the-job training (see 6.1.4 below).

#### **6.1.4 TRAINEES (AUSTRALIAN TRAINEESHIP SYSTEM)**

In addition to the normal intake of junior employees, employers will be encouraged to participate in the Australian Traineeship System. As from 30 November 1989 the Metal Industry Award was varied to allow the employment of trainees in accordance with the Australian Traineeship Scheme established by the Federal Government.

The traineeship will provide structured training and career opportunities for young people (aged between 16-19 years) entering the industry at non-trade levels.

The traineeship is for a period of 52 weeks full time employment and

involves a 13 week period of formal off-the-job training either through TAFE or some other approved training provider (such as an individual employer).

Full details of the award Traineeship provisions are set out in Appendix 8.

Discussions are continuing about which classification level is appropriate for an employee who has completed a traineeship.

#### 6.1.5 TRADES EMPLOYEES

Trades employees under Part I of the current Metal Industry Award are located between levels C10 and C6 of the new classification structure.

An employee's current correct award classification will determine his/her location within these new levels.

For example, a tradesperson is classified at C10 (Engineering Tradesperson - Level 1), a special class tradesperson is classified at C8 (Engineering Tradesperson Special Class Level I) and an electronics tradesperson is classified at C6 (Advanced Engineering Tradesperson Level 1).

#### A Career Path

As with non-trades employees, the new classification structure provides trade level employees with the opportunity to advance up the levels to C1. This can be done by undertaking and completing additional formal training.

Each classification level sets out the qualification required for entry at that level. Definitions and skill standards (to be issued when available) are set out in Section 7.

#### 6.1.6 SPECIAL CLASS TRADESPERSON

It is important to understand that under the new classification structure there are two levels of special class tradesperson. All employees currently classified under the existing award as either electrician special class or mechanical tradesperson special class, will transfer to C8 in the new classification structure. They are classified as Engineering Tradesperson Special Class Level I.

The new Engineering Tradesperson Special Class Level II classification at level C7 is a new classification requiring experience and qualifications at a level above and beyond that for the existing special class level.

The post trade qualifications referred to in the definition for level C7 are not directly comparable with existing post trade qualifications and the possession of such qualifications does not itself justify the classification of a tradesperson at this level.

#### 6.1.7 LEADING HAND ALLOWANCE

The existing leading hand allowance under Part I of the Award will continue to apply under the new classification structure. However it is suggested that during the transition/implementation period the parties at each establishment should review the incidence of the leading hand allowances, especially in the case of employees not performing a leading hand function. It may be possible to incorporate such allowances into the normal weekly wage. This review will help to reduce the

anomalies which might be carried into the new classification structure.

#### **6.1.8 APPRENTICES**

The award will continue to provide for the indenture of apprentices. However, because specific classifications such as fitter, welder, sheet metal worker or electrician will no longer exist, in future, apprentices will be indentured to become engineering tradespersons in one of the three engineering streams eg. Engineering Tradesperson (Electrical/Electronic).

##### **Apprentice Training**

In future, apprentice training will involve three broad engineering streams:-

- electrical/electronic;
- fabrication;
- mechanical.

Consistent with broader classification definitions, apprentice training will also be broader, involving new modules in areas such as quality control, computing and communications. These broad based modules will also involve some preliminary training in all the three streams above before the training becomes more specialised in one of the streams (see Section 7 for definitions of the streams).

Training in this new method is already being piloted in a number of TAFE colleges during 1990 and it will be available more generally in 1991.

##### **Adult Apprentices**

As of 30 November 1989 the Metal Industry Award Part I now provides for the engagement of adults (persons 21 years of age and over) as apprentices.

The adult apprenticeship provisions will enable semi-skilled employees to obtain trades level qualifications.

The amount of training to be completed will be determined in each case by the relevant State Training Authority - based on the employee's work experience and educational standards.

Although arrangements regarding rates of pay are somewhat different, other terms of a normal apprenticeship apply.

Full details are set out in Appendix 9 of this Manual.

## **6.2 TECHNICAL, DRAUGHTING AND PLANNING EMPLOYEES - METAL INDUSTRY AWARD PART II**

With the exception of the old classification of Tracer, Part II employees are located between the levels of C10 and C2 in the new classification structure. The exact level again is dependent upon the employee's current award classification. Tracers are classified at level C12 - Engineering Production Employee Level III.

As with all other employees, advancement within the new classification structure will be dependent upon employees completing additional formal training.

Each classification level sets out the required qualification for entry at that level. Definitions and skill standards are set out in Section 7.

### **6.2.1 SPECIAL TRANSITIONAL PROVISIONS RELATING TO PART II OF THE METAL INDUSTRY AWARD**

Part II of the Metal Industry Award currently provides for service increments based on years of service in the relevant classifications. Progression is currently based on service rather than a combination of skill, knowledge and experience.

In addition, many existing employees have an expectation that, after a certain number of years experience, they will move to a higher level in their classification. For example a detail draughtsman moving to a senior detail draughtsman.

However, a classification structure based on years of service is clearly not consistent with the new structure which is based on training, skills, and competency standards.

Nevertheless, given the existing structure within Part II of the award and expectations which have been generated, the unions and employers have agreed, in order to assist the transition, that existing employees only employed under Part II should maintain their entitlements to service increments. Furthermore, in the transition from the old classification to the new structure they should be able to rely on a reasonable expectation that they should be able to progress to higher levels.

Accordingly, the following provisions shall apply:-

#### **6.2.2. SERVICE INCREMENTS**

A. A Technician who is classified at C9 level shall receive after the completion of three years experience at that level (which includes experience at the equivalent level under the old classification structure) an additional two per cent (2%) of the wage rate applicable to level C9 and, upon completion of a further year of experience at that level, shall receive an additional five per cent (5%) per week;

B. A Technician who is classified at C8 level, after completion of four years of experience (which includes experience at the equivalent level under the old classification structure) shall receive an additional five per cent (5%) per week of C8 wages;

C. An Engineering Associate who is classified at C4 level after completion of two years of experience (which includes experience at the equivalent level under the old classification structure) shall receive an

additional five per cent (5%) per week of the wage rate applicable to level C4.

*Note: Service increments will not apply to new employees employed after 20 March 1990.*

#### 6.2.3 PROGRESSION TO THE NEXT HIGHEST CLASSIFICATION LEVEL AND BEYOND WHERE QUALIFICATIONS AND STANDARDS ARE NOT IN PLACE

Until all the competency standards and qualifications are in place for a given classification level, existing employees covered by the Metal Industry Award Part II may continue to progress to a higher classification level on the basis of:

“Six months satisfactory performance of the work which is of the same nature and which requires the application of a similar standard of knowledge and/or engineering experience” to that which is prescribed by the definition, training, skill and competency standards for the next highest level.

Technical officers may also be classified as C2b Principal Technical Officers on this basis until such time as standards are finalised and diploma level courses are available. For example, if a detail draughtsperson for a period of six months satisfactorily performs work at the C6 level then the employee may be reclassified.

It should be noted that these arrangements do not apply to new employees (i.e. employees engaged after 20 March 1990) and expire after the competency standards and qualifications are in place for a given classification level. An employee may apply for reclassification to a higher level in accordance with the procedures set out in paragraphs 10.3, 10.4 and 10.5 of this Manual.

#### 6.2.4 PART II LEADING HAND ALLOWANCE

The award previously prescribed a specific additional weekly payment for employees classified as “leading hands” under Part II of the award. For example, a Leading Tracer received an additional \$11.80 per week and a leading Design Draftsperson an extra \$30.40 per week (prior to 20 March 1990).

These specific allowances have been replaced and will now be expressed as 7% additional to the award rate for the employee’s classification. That is, a Leading Tracer will receive 7% additional to the award rate for a tracer and a Leading Design Draughtsperson will receive 7% additional to the design draughting award rate.

This change is effective from the beginning of the first pay period to commence on or after 20 March 1990.

#### Increase to be Absorbed

Any increase in the leading hand or supervisory allowance resulting from this change in excess of a 3% increase is to be absorbed into over award payments.

#### 6.2.5 TECHNICAL COMPUTING ALLOWANCE

The allowance for employees engaged in the application of technical computing equipment remains in the award as a flat money amount.

### 6.2.6 EXISTING AWARD CONDITIONS APPLY

Whilst existing classifications under Part II of the award have been merged with other classifications into the single structure, existing award conditions continue to apply.

## 6.3 PROFESSIONAL ENGINEERS – METAL INDUSTRY AWARD PART III

The new single classification structure of 14 levels also incorporates existing professional engineering classifications within Part III of the Metal Industry Award. Professional engineering classifications are located between levels C5 and C1 in the new structure. An employee's current correct award classification will determine his/her location within these new levels.

### 6.3.1 COMPARISON OF OLD AND NEW CLASSIFICATIONS

The new classification level and title for all existing professional engineering classifications is as follows:

OLD CLASSIFICATION	NEW CLASSIFICATION	WAGE GROUP
GROUP A QUALIFIED ENGINEER a. Non Graduate b. Graduate	Graduate Engineer Level I	5
EXPERIENCED ENGINEER Experienced Engineer I Experienced Engineer II	Experienced Engineer Level II	2(b)
GROUP B	Professional Engineer Level III	1(a)
GROUP C	Professional Engineer Level IV	1(b)

The full definitions for each classification level are contained in Section 7 of the Manual. Existing employees will transfer to the new classification structure in accordance with the above schedule.

### 6.3.2 NON GRADUATE ENGINEERS

As the above schedule indicates, the new classification structure broadbands both existing Group A Qualified Engineer classifications (Non Graduate and Graduate) into the one classification - Graduate Engineer Level 1, located at Level C5.

This is the entry level under the new structure. There is no provision for a non-graduate engineer classification.



In order to address the position of non-graduate engineers currently employed the award contains the following provision:

“Provided that any employer employing a non-graduate engineer at the date of this application (7 May 1990) may apply to the Australian Industrial Relations Commission for an exemption from the requirement to increase the award salary to the level of Graduate Engineer Level I”.

### **6.3.3 EXPERIENCED ENGINEERS**

The old classifications of Experienced Engineer I and II have been broadbanded into the new classification of Experienced Engineer Level II. This forms the second level in the career path for professional engineers under the new structure.

The Award now provides that: “It is expected that a Graduate Engineer Level I will advance to Experienced Engineer Level II following the progressive acquisition of skills and competence and such employee’s competence and salary will be reviewed regularly during that period”.

### **6.3.4 WAGES AND SALARIES**

In keeping with the remainder of the classification structure, wages and salaries for professional engineers will now be expressed in the award as a weekly amount rather than as an annual salary. This does not, however, affect existing methods of paying wages and salaries.

#### **Supplementary Payments**

Consistent with the August 1989 National Wage Case decision and the remainder of the classification structure, the award wage will comprise both a base rate and a supplementary payment. Together these rates comprise the minimum award rate.

Supplementary payments were introduced in the award variations of 7 May 1990. They are to be absorbed into any existing overaward payments being made to an engineer.

#### **Future Minimum Rates Adjustment**

Further adjustments to the award rates of pay for professional engineers will be required in the future in order to meet the award wage relativities of the new classification structure (see section 5 of the Manual).

These adjustments will be phased in over a two year period and are to be absorbed within existing over-award payments. The next adjustment is due in November 1990. Further information will be provided.

### **6.3.5 TRAINEE ENGINEERS**

Existing award provisions and wage rates for trainee engineers under part VI of the Metal Industry Award remain unchanged.

### **6.3.6 EXISTING AWARD CONDITIONS APPLY**

Notwithstanding that the professional engineer classifications are now contained within a common classification structure the existing provisions of the Metal Industry Award Part III still apply.

margin over the ordinary time wage rate (excluding leading hand allowances) being paid to the highest technically qualified employee under the supervision of each supervisor, or, in the case of a technical level supervisor, on a margin over the employee's classification wage rate.

This replaces the existing method of a flat money margin over the average wage of the employees under supervision. For example, if a supervisor has responsibility for a group of employees classified in levels C13 and C12, the supervisor wage rate is based on the prescribed margin over the highest ordinary time rate applicable to the C12 employees, excluding leading hand allowances.

The new Award does not distinguish between trade or production co-ordinators/supervisors. Of course there may still be a distinction on the job and in the appropriate technical training required. The new margin is 22% above the highest qualified employee supervised. So an employee supervising production workers is paid 22% above the highest production worker rate as a minimum. An employee supervising tradespeople is paid 22% above the highest trades rate as a minimum.

#### **Minimum Rate**

The award also prescribes a minimum weekly rate which only applies should the percentage formula result in a weekly wage rate less than the minimum rate.

For example, the minimum rate for a trainer/supervisor level 1 is currently \$433.70 per week (as from 20 March 1990). The percentage to be applied to the wage rate of the highest technically qualified employee under supervision at this level is 122%. Should the application of this percentage result in an amount less than \$433.70 per week, then the minimum rate of \$433.70 will apply.

#### **Fluctuating Wages of Employees Under Supervision**

Excluding normal award variations, from time to time the highest wage rate amongst any group of employees under supervision will change. In order to avoid regular fluctuations of a supervisors weekly wage the following procedure applies:-

Wage rates should be calculated each quarter on the basis of the average actually received by the adult employees supervised for each of the weeks that the 38 hours were worked during the previous quarter. Provided that the rates shall be calculated on 1 February, 1 May, 1 August and 1 November each year.

Provided further that an employer may recalculate wage rates over some other consistent pattern of days each quarter which will not disadvantage the employee concerned.

#### **Wage Increases in Excess of the Structural Efficiency Adjustment**

The second structural efficiency adjustment of 20 March 1990 provided employees classified as foreman/supervisor with an increase of \$15 or 3% per week.

In the event that any actual wage increase in excess of any structural efficiency adjustment arises out of transferring to the new percentage based calculation of wages, an employer is entitled to phase-in such additional increases in four equal instalments (20 March, 1990, 1 July 1990, 1 January 1991 and 1 July 1991) over the period to 1 July 1991.

In other words, if an individual supervisor's current weekly wage rate (post 20 March 1990) is less than that prescribed by the new percentage wage calculation and his or her wage must be increased to meet the new percentage margin, such increase may be phased-in over the period to July 1991 in the four equal instalments noted above.

In such cases any queries should be directed to your employer association or union.

Full details of the Trainer/Supervisor/Co-ordinator classification are set out in Section 7 of this Manual.

#### **6.5.2 SUPERVISOR TRAINING**

The definitions and standards which accompany the classification structure will also require that, in future, employees will have to undertake formal supervisory training in order to satisfy the definitions. An appropriate course is being developed by TAFE. The new award therefore encourages the acquisition of accredited training which has industry wide recognition.

The lack of any formal training will not affect the new classification level of current supervisors/forepersons, who will transfer across in accordance with the procedure outlined above in 6.5.

Existing foremen/supervisors transfer automatically to the new levels. Until courses and standards are in place, six months demonstrated performance at the relevant level of supervision will be sufficient to justify promotion to a supervisor/trainer/coordinator classification.

The new award recognises the increasing role of supervisors in training and coordination and this will be reflected in the accredited training courses for supervisors/trainers.

The new award will also recognise additional payment for further technical skills and training but the amount is yet to be negotiated.

#### **6.5.3 EXISTING AWARD CONDITIONS APPLY**

Whilst the classification structure and definitions have been changed, the existing provisions under Part V of the Metal Industry Award continue to apply.

### **6.6 NEW EMPLOYEES**

The objectives of the transition/implementation period are to enable employers and employees at each establishment to familiarise themselves with the new classification structure, transfer existing employees to that structure and operate under it in place of the old structure.

After each establishment has transferred existing employees to their new classification titles and levels, new employees after this date will be employed under the new classification structure. At which level in the new classification structure they will be classified will depend on the same factors used to classify employees in the past, including:-

- the employee's formal qualifications;
- the job the employee will be performing;
- the employee's skills and competencies.

## 6.4 PROFESSIONAL SCIENTISTS - METAL INDUSTRY AWARD PART IV

The new single classification structure of 14 levels also incorporates existing professional scientist classifications within Part IV of the Metal Industry Award. Professional scientist classifications are located between levels C6 and C1 in the new structure. An employee's current correct award classification will determine his/her location within these new levels.

### 6.4.1 COMPARISON OF OLD AND NEW CLASSIFICATIONS

The new classification level and title for all existing professional scientist classifications is as follows:

OLD CLASSIFICATION	NEW CLASSIFICATION	WAGE GROUP
GROUP A QUALIFIED SCIENTIST a. Non Graduate/Diplomate	Graduate/Diplomate Scientist Level I (3 year course) Graduate Scientist Level I (4 or 5 year course)	6 5
EXPERIENCED SCIENTIST I EXPERIENCED SCIENTIST II	Experienced Scientist Level II	2(b)
GROUP B	Professional Scientist Level III	1(a)
GROUP C	Professional Scientist Level IV	1(b)

The full definitions for each classification level are contained in section 7 of the Manual.

Existing employees will transfer to the new classification structure in accordance with the above schedule.

### 6.4.2 EXPERIENCED SCIENTISTS

The old classifications of Experienced Scientist I and II have been broadbanded into the new classification of Experienced Scientist Level II.

This forms the second level in the career path for professional scientists under the new structure.

The award now provides that: "It is expected that a Graduate Scientist Level I will advance to Experienced Scientist Level II following the progressive acquisition of skills and competence and such employee's competence and salary will be reviewed regularly during that period."

### 6.4.5 WAGES AND SALARIES

In keeping with the remainder of the classification structure, wages and salaries for professional scientists will now be expressed in the award as a weekly amount rather than as an annual salary. This does not, however, affect existing methods of paying wages and salaries.

### **Supplementary Payments**

Consistent with the August 1989 National Wage Case decision and the remainder of the classification structure, the award wage will comprise both a base rate and a supplementary payment. Together these rates comprise the minimum award rate.

Supplementary payments were introduced in the award variations of 7 May 1990. They are to be absorbed into any existing overaward payments being made to a scientist.

### **Future Minimum Rates Adjustments**

Further adjustments to the award rates of pay for professional engineers will be required in the future in order to meet the award wage relativities of the new classification structure (see section 5 of the Manual).

These adjustments will be phased in over a two year period and are to be absorbed within existing overaward payments. The next adjustment is due in November 1990. Further information will be provided.

#### **6.4.4 TRAINEE SCIENTISTS**

Existing award provisions and wage rates for trainee scientists under part VI of the Metal Industry Award remain unchanged.

#### **6.4.5 EXISTING AWARD CONDITIONS APPLY**

Notwithstanding that the professional scientist classifications are now contained within a common classification structure the existing provisions of the Metal Industry Award Part IV still apply.

## **6.5 FOREMEN AND SUPERVISORS - METAL INDUSTRY AWARD PART V**

The old foremen and supervisors classifications have been replaced by a new classification known as "Trainer/ Supervisor/Co-ordinator".

This new classification comprises three (3) levels - Levels I and II and a Technical Level.

Level I	Employees currently classified as a Foreman/Supervisor of either trades or non-trades employees will transfer to Trainer/Supervisor/Co-ordinator Level I.
Level II	Employees currently classified as a General Foreman/ Supervisor ( i.e. a foreman/supervisor who supervises the work of other foreman or supervisors) will transfer across to Trainer/Supervisor/Co-ordinator Level II.
Technical Level	The Trainer/Supervisor/Co-ordinator Technical Level classification applies to employees engaged in supervising other employees employed in the technical fields, such as those under Part II of the current Metal Industry Award (i.e. draughtsmen, technical officers, etc).

#### **6.5.1 WAGE RATES**

Award wage rates for the Trainer/Supervisor/Co-ordinator classification will now be based on the payment of a specified percentage

Irrespective of whether the existing employees have transferred to the new classifications, all new employees should now be classified into the new structure according to the above criteria.

#### 6.6.1 WAGE RATE AND CLASSIFICATION LEVEL FOR EMPLOYEES WITHOUT RELEVANT WORK EXPERIENCE

##### i. Employees with Qualifications

Employees without prior experience in the metal and engineering industry or other relevant work experience shall start at the classification corresponding to their level of academic or technical training based upon the following formula. Provided that the employee must satisfy the requirements of the award definitions in order to be classified at such level and be paid the full wage rate specified.

Wage rate for employees commencing work holding advanced certificate level qualification or equivalent.

0	77%
1	85%
2	96%
3	100%

Years of relevant work experience  
in current position - % of C5 rate

Wage rate for employees commencing work holding associate diploma qualification or equivalent.

0	72%
1	79%
2	89%
3	93%
4	100%

Years of relevant work experience  
in current position - % of C3 rate

##### ii. Employees Undertaking Training

The wage rate for employees without experience or qualifications commencing work in technical fields shall be in accordance with the following formula. This includes those working in technical or related areas while undertaking training in the qualifications prescribed in the definitions for classifications above C10 . For example a Technical Assistant who does not have a trade qualification but is undertaking formal training.

0	83%
1	88%
2	95%
3	100%

Years of relevant work experience  
in current position - % of C9 rate

iii. The wage rate for employees without work experience but holding a Diploma is still being developed.

*Note: Technical trainees are covered by clause 6 of the Metal Industry Award (Part 2). The clause covering those employees undertaking training will be updated in relation to adults in the award modernisation process.*

## **6.7 ON-SITE CONSTRUCTION WORK - METAL INDUSTRY AWARD APPENDIX A**

Appendix A of the Metal Industry Award, which covers on-site construction work has effectively been replaced by a separate new award, the National Metal and Engineering On-Site Construction Industry Award 1989.

This award became operative from 18 April 1989. The new award is part of the award restructuring process in the building and construction industry. Employees engaged in construction work and previously covered under Appendix A are now covered by the new Award.

Further information is available from your employer organisation or union.

### 7.1 EXPLANATORY NOTES

This section provides the following information for each classification level:

- classification definition;
- indicative tasks of an employee at that level;
- skill and competency standards required of an employee at that level (when available);
- the list of current award wage groups (with examples) within each level.

In some classification definitions there is a reference to “x” or “y” modules of training to be completed as part of the training requirement for that classification. The exact requirement is yet to be determined and is thus referred to as “x” or “y”.

### 7.2 WHAT ARE THE SKILL AND COMPETENCY STANDARDS?

The Australian Committee on TAFE Curriculum (ACTC) have developed draft skill and competency standards for the new classification structure. With a new classification structure based on broader job functions, skills and training, it is necessary to specify at each level of the classification structure what skills and competencies an employee must possess and be able to utilise in order to be classified at that level.

Draft Standards have been developed for classification levels C12 to C7. These are being fine tuned before final release. They will be distributed as they are completed. Standards for the other classification levels are in the process of development. These should be available in mid 1990.

By setting out the skills and competencies required of each classification level, the standards:

- provide the basis for the training qualifications specified for each level of the new classification structure;
- provide the basis for the proper classification of employees under the new structure.
- enable employees and employers to clearly understand the skills and competencies employees need to progress within the career structure.
- establish consistent skill requirements and competencies on a national basis;
- provide a mechanism for testing employee claims for reclassification.



## **WAGE GROUP: C14**

**RELATIVITY TO C10 78%**

### **ENGINEERING/PRODUCTION EMPLOYEE LEVEL 1**

An engineering/production employee - level I is an employee who is undertaking up to 38 hours induction training which may include information on the enterprise, conditions of employment, introduction to supervisors and fellow workers, training and career path opportunities, plant layout, work and documentation procedures, occupational health and safety, equal employment opportunity and quality control/assurance.

An employee at this level performs routine duties essentially of a manual nature and to the level of his/her training:-

1. Performs general labouring and cleaning duties;
2. Exercises minimal judgement;
3. Works under direct supervision; or
4. Is undertaking structured training so as to enable them to work at C13 level.

### **EXISTING AWARD CLASSIFICATIONS CONTAINED WITHIN ENGINEERING/ PRODUCTION EMPLOYEE LEVEL 1.**

Metal Industry Award Part I

- G47 Other employees with not less than three months experience;  
G48 Employees not elsewhere classified.

## WAGE GROUP: C13

RELATIVITY TO C10 82%

### ENGINEERING/PRODUCTION EMPLOYEE LEVEL II

An engineering/production employee level II is an employee who has completed up to three months structured training so as to enable the employee to perform work within the scope of this level.

An employee at this level performs work above and beyond the skills of an employee at C14 and to the level of his/her training:-

1. Works under direct supervision either individually or in a team environment.
2. Understands and undertakes basic quality control/assurance procedures including the ability to recognise basic quality deviations/faults.
3. Understands and utilises basic statistical process control procedures.

Indicative of the tasks which an employee at this level may perform are the following:

- Repetition work on automatic, semi-automatic or single purpose machines or equipment.
- Assembles components using basic written, spoken and/or diagrammatic instructions in an assembly environment;
- Basic soldering or butt and spot welding skills or cuts scrap with an oxy-acetylene blow pipe;
- Uses selected hand tools.
- Boiler cleaning;
- Maintains simple records.
- Uses hand trolleys and pallet trucks
- Assists in the provision of on-the-job training in conjunction with tradespersons and supervisors/trainers.

### EXISTING AWARD CLASSIFICATIONS CONTAINED WITHIN ENGINEERING/ PRODUCTION EMPLOYEE LEVEL II: C13

#### Metal Industry Award Part I

- G34 Machinist 3rd class; Spray Painter (Ironwork Brush Hand)
- G35 Corestove Attendant
- G36 Assistant Furnaceman (Foundry)
- G38 Die Setter; FRP (including Fibre-Glass) laminator - other
- G39 Forger's Assistant; Assistant Furnaceman
- G40 Process Worker
- G42 Press Operator (Heavy)
- G43 Press Operator (Light)
- G43A Operator Trimming or Cutting M/C other
- G43B Assistant on Foaming Machine
- G44 Operator Dry Ice Machine (CIG)
- G45 Mill Hand and Mixer

#### Metal Industry (Engine Drivers and Firemen's) Award

- Category A Electric Motor Attendant under 70 kw
- Category D String Crane Driver 5 Tonne or less
- Category G Greaser

## **WAGE GROUP: C12**

**RELATIVELY TO C10 87.4%**

### **ENGINEERING/PRODUCTION EMPLOYEE LEVEL III**

An engineering/production employee - level III is an employee who has completed an Engineering Production Certificate I or equivalent training so as to enable them to perform work within the scope of this level.

An employee at this level performs work above and beyond the skills of an employee at C13 and to the level of his/her training;

1. Is responsible for the quality of his/her own work subject to routine supervision;
2. Works under routine supervision either individually or in a team environment;
3. Exercises discretion within his/her level of skills and training.

Indicative of the tasks which an employee at this level may perform are the following:

- Operates flexibly between assembly stations;
- Operates machinery and equipment requiring the exercise of skill and knowledge beyond that of an employee at level C13;
- Non-trade engineering skills;
- Basic tracing and sketching skills;
- Receiving, despatching, distributing, sorting, checking, packing (other than repetitive packing in a standard container or containers in which such goods are ordinarily sold), documenting and recording of goods, materials and components;
- Basic inventory control in the context of a production process;
- Basic keyboard skills;
- Advanced soldering techniques;
- Boiler attendant;
- Operation of mobile equipment including forklifts, hand trolleys, pallet trucks, overhead crane and winch operation;
- Ability to measure accurately;
- Assists one or more tradespersons;
- Welding which requires the exercise of knowledge and skills above C13;
- Assists in the provision of on-the-job training in conjunction with tradespersons and supervisors/trainers.

### **EXISTING AWARD CLASSIFICATIONS CONTAINED WITHIN ENGINEERING/ PRODUCTION EMPLOYEE LEVEL III: C12**

Metal Industry Award Part I

- G22 Machinist 2nd class; Sheetmetal Worker 2nd Class
- G23 Furnaceman-Cupola
- G24 Furnaceman - Electric
- G25 Wire Worker Grade III
- G26 Storeman and/or Packer
- G27 Operator in Charge Foaming M/C (plastics division)

- G28 Spraypainter, prime and finishing coat
- G29 Bar Shear Operator
- G30 Assembler - Window Frame Making
- G31 Dogman
- G32 Heat Treater Operative
- G33 Welder 2nd class
- G37 Employee Assisting Tradesman (Foundry)
- G41 Trades Assistant

#### Metal Industry Award Part II

##### Tracers

#### Metal Industry (Engine Drivers and Firemen's Award)

- Category A Electric Motor Attendant 70 kw to 180 kw
- Category C Winch Drivers Other
- Category D Hydraulic Station Jib Crane Driver
- Category E Tow Motors
- Category F Boiler Attendant - Fireman
- Category G Greaser - Oiler First class
- Category H Mechanical Plant Operator Group I

## WAGE GROUP: C11

RELATIVITY TO C10 92.4%

### ENGINEERING/PRODUCTION EMPLOYEE LEVEL IV

An engineering/production employee - level IV is an employee who has completed an Engineering Production Certificate II or equivalent training so as to enable the employee to perform work within the scope of this level.

An employee at this level performs work above and beyond the skills of a C12 and to the level of his/her training;

1. Works from complex instructions and procedures;
2. Assists in provision of on the job training to a limited degree;
3. Coordinates work in a team environment or works individually under general supervision;
4. Is responsible for assuring the quality of their own work;

Indicative of the tasks which an employee at this level may perform are the following:

- Uses precision measuring instruments;
- Machine setting, loading and operation;
- Rigging (certificated);
- Inventory and store control including:-  
licensed operation of all appropriate materials handling equipment; use of tools and equipment within the scope of this level (basic non-trades maintenance);
- Computer operation at a level higher than that of an employee at C12 level;
- intermediate keyboard skills;
- basic engineering and fault finding skills;
- performs basic quality checks on the work of others;
- licensed and certified for forklift, engine driving and crane driving operations to a level higher than C12;
- has a knowledge of the employer's operation as it relates to the production process;
- lubrication of production machinery equipment;
- assists in the provision of on-the-job training in conjunction with tradespersons and supervisor/trainers.

### EXISTING AWARD CLASSIFICATIONS CONTAINED WITHIN. ENGINEERING/ PRODUCTION EMPLOYEE LEVEL IV: C11

Metal Industry Award Part I

- G12 Spinner First Class
- G12A Rigger and/or Splicer (SA, VIC, TAS) other than on construction work (NSW & QLD) only
- G13 Rigger and Splicer (NSW, QLD)
- G14 Fork Lift -over 4550 kg
- G15 Cable Jointer Over 6600 volts
- G16 Wire Worker Grade 1
- G17 Forge Furnaceman
- G18 Fork Lift up to 4550 kg

- G18A Trades Assistant (On-Site Construction)
- G19 FRP ( including fibreglass) mould maker
- G20 Guillotine Operator
- G21 Die Setter/Press Operator

**Metal Industry (Engine Drivers and Firemen's) Award**

- Category A Electric Motor Attendants 35kw - 180kw
- Category B Locomotive Engine Drivers Carrying Persons
- Category C Winch Drivers - Power House Construction,
- Category D Lofty Cranes - Class I - II - III, Fork Lifts, Mobile Cranes  
not over 20 tonnes
- Category F Boiler Attendant, 1st Class Fireman
- Category H Mechanical Plant Operators Groups 2-3-4-5

## WAGE GROUP: C10

RELATIVITY 100%

### ENGINEERING TRADESPERSON LEVEL I PRODUCTION SYSTEM EMPLOYEE

#### ENGINEERING TRADESPERSON LEVEL I

An Engineering Tradesperson Level I is an employee who holds a Trade Certificate or Tradesperson's Rights Certificate as an:

- i. Engineering Tradesperson (electrical/electronic) Level I;
  - ii. Engineering Tradesperson (mechanical) Level I;
  - iii. Engineering Tradesperson (fabrication) Level I;
- and is able to exercise the skills and knowledge of that trade.

An Engineering Tradesperson Level I works above and beyond an employee at C11 and to the level of his/her training;

1. Understands and applies quality control techniques;
2. Exercises good interpersonal and communications skills;
3. Exercises keyboard skills at a level higher than C11;
4. Exercises discretion within the scope of this grade;
5. Performs work under limited supervision either individually or in a team environment;
6. Operates all lifting equipment incidental to his/her work;
7. Performs non-trade tasks incidental to his/her work;
8. Performs work which, while primarily involving the skills of the employee's trade, is incidental or peripheral to the primary task and facilitates the completion of the whole task. Such incidental or peripheral work would not require additional formal technical training;
9. Able to inspect products and/or materials for conformity with established operational standards.

#### PRODUCTION SYSTEM EMPLOYEE

A production system employee is an employee who, while still being primarily engaged in engineering/production work applies the skills acquired through the successful completion of a trade certificate level qualification in the production, distribution, or stores functions according to the needs of the enterprise.

A production system employee works above and beyond an employee at C11 and to the level of his/her training;:-

1. Understands and applies quality control techniques;
2. Exercises good interpersonal and communications skills;
3. Exercises keyboard skills at a level higher than C11;
4. Exercises discretion within the scope of this grade;
5. Performs work under general supervision either individually or in a team environment;
6. Able to inspect products and/or materials for conformity with established operational standards.

Indicative tasks which an employee at this level may perform are as follows:

- Approves and passes first off samples and maintains quality of product;
- Works from basic production drawings, prints or plans;
- Operates, sets up and adjusts all production machinery in a plant including production process welding to the extent of his/her training;
- Can perform a range of engineering maintenance functions including:
  - Removing equipment fastenings including use of destructive cutting equipment;
  - Lubrication of production equipment;
  - Running adjustments to production equipment;
  - Operates all lifting equipment;
  - Basic production scheduling and materials handling within the scope of the production process or directly related functions within raw materials/finished goods locations in conjunction with technicians;
  - Understands and applies computer techniques as they relate to production process operations;
  - First class engine drivers' certificate;
  - High level of stores and inventory responsibility beyond the requirements of an employee at C11;
  - Assists in the provision of on the job training in conjunction with tradespersons and trainers;
  - Has a sound knowledge of the employer's operations as it relates to the production process.

**EXISTING AWARD CLASSIFICATIONS  
CONTAINED WITHIN PRODUCTION SYSTEM EMPLOYEE  
AND ENGINEERING TRADESPERSON LEVEL I: C10**

**Metal Industry Award Part I**

G8 Toolsmith

G9 Plate Setter/Frame Bender

G10 Fitter; Machinist 1st Class; Welder 1st Class; Electrical Fitter

**Metal Industry (Engine Drivers and Firemen's) Award**

Category D Crane Drivers over 20 tonnes to 100 tonnes

Category H Mechanical Plant Operators Group 6



## WAGE GROUP C9

RELATIVITY TO C10 105%

### ENGINEERING TRADESPERSON LEVEL II ENGINEERING TECHNICIAN LEVEL I

#### ENGINEERING TRADESPERSON LEVEL II

An Engineering Tradesperson Level II is an;

- i. Engineering Tradesperson (electrical/electronic) - Level II;
- ii. Engineering Tradesperson (mechanical) Level II; or
- iii. Engineering Tradesperson (fabrication) Level II;

Who has completed the following training requirement:

- i. 33% of the modules towards an appropriate Post Trade Certificate;
- ii. Or x percentage of modules towards an Advanced Certificate;
- iii. Or y percentage of modules towards an Associate Diploma; prescribed in Appendix X of these definitions.

An Engineering Tradesperson Level II works above and beyond a Tradesperson at C10 and to the level of his/her training:-

1. Exercises the skills attained through satisfactory completion of the training prescribed for this classification subject to the standards prescribed by Appendix X of this Award
2. Exercises discretion within the scope of this grade.
3. Works under general supervision either individually or in a team environment;
4. Understands and implements quality control techniques;
5. Provides trade guidance and assistance as part of a work team;
6. Exercises trade skills relevant to the specific requirements of the enterprise at a level higher than Engineering Tradesperson Level I.

Tasks which an employee at this level may perform are subject to the employee having the appropriate trade and post-trade training to enable them to perform particular tasks.

#### ENGINEERING TECHNICIAN LEVEL I

An Engineering Technician - Level I is an employee who has the equivalent level of training and/or experience to a C9 tradesperson in the technical fields as defined but is engaged in detail draughting or routine planning or technical tasks requiring technical knowledge.

#### EXISTING AWARD CLASSIFICATIONS CONTAINED WITHIN ENGINEERING TRADESPERSON LEVEL II AND ENGINEERING TECHNICIAN LEVEL I; C9

Metal Industry Award Part I

- |    |                                      |
|----|--------------------------------------|
| G2 | Inspector                            |
| G3 | Patternmaker; Toolmaker              |
| G4 | Forger and/or Faggoter               |
| G5 | Electrical Instrument Maker/Repairer |
| G6 | Hand Engraver                        |

- G7 Welder - special class
- G2 Electrician in charge of a supply undertaking

#### Metal Industry Award Part II

Detail Draughtsman  
Planning Assistant  
Technical Assistant

#### Metal Industry (Engine Drivers and Firemen's) Award

- Category D Floating Cranes - Cockatoo Dockyard
- Category D Mobile Crane Drivers - 180 tonnes to 220 tonnes

## WAGE GROUP C8

**RELATIVITY TO C10 110%**

### ENGINEERING TRADESPERSON SPECIAL CLASS LEVEL I ENGINEERING TECHNICIAN LEVEL II

#### ENGINEERING TRADESPERSON SPECIAL CLASS LEVEL I

A Special Class Engineering Tradesperson Level I means a:-

- i. Special Class Engineering Tradesperson (electrical/ electronic) Level I; or
- ii. Special Class Engineering Tradesperson (mechanical) Level I; or
- iii. Special Class Engineering Tradesperson (fabrication) Level I;

who has completed the following training requirement:-

- i. 66% of the modules towards an appropriate post trade certificate or;
- ii. x percentage of modules towards an advanced certificate
- iii. Or y percentage of modules towards an associate diploma, as prescribed in Appendix X of these definitions.

A Special Class Engineering Tradesperson Level I works above and beyond an employee at C9 and to the level of his/her training:-

1. Exercises the skills attained through satisfactory completion of the training prescribed for this classification subject to the standards prescribed by Appendix X of this Award;
2. Provides trade guidance and assistance as part of a work team;
3. Assists in the provision of training in conjunction with supervisors and trainers;
4. Understands and implements quality control techniques;
5. Works under limited supervision either individually or in a team environment.

The following indicative tasks which an employee at this level may perform are subject to the employee having the appropriate trade and post-trade training to enable them to perform particular indicative tasks:-

- Exercises high precision trade skills using various materials and/or specialised techniques;
- Performs operations on a CAD/CAM terminal in the performance of routine modifications to NC/CNC programs;
- Installs, repairs and maintains, tests, modifies, commissions and/or fault finds on complex machinery and equipment which utilise hydraulic and/or pneumatic principles and in the course of such work, is required to read and understand hydraulic and pneumatic circuitry which controls fluid power systems;
- Works on complex or intricate circuitry which involves examining, diagnosing and modifying systems comprising interconnected circuits.

### **ENGINEERING TECHNICIAN LEVEL II**

Engineering Technician - Level II means an employee who has an equivalent level of training and/or experience to an Engineering Tradesperson - Level III but is engaged in detail draughting or planning or technical work which requires the exercise of judgement and skill in excess of that required of an employee at C9 under the supervision of technical staff.

### **EXISTING AWARD CLASSIFICATIONS CONTAINED WITHIN SPECIAL CLASS ENGINEERING TRADESPERSON LEVEL I AND ENGINEERING TECHNICIAN LEVEL II: C8**

Metal Industry Award Part I

G1A Mechanical Tradesperson - Special Class

Instrument Tradesperson - Complex Systems

Electrician Special Class

Metal Industry (Engine Drivers and Firemen's) Award

Category D Mobile Crane Drivers 180 Tonnes to 220 Tonnes

## **WAGE GROUP C7**

**RELATIVITY TO C10 115%**

### **ENGINEERING TRADESPERSON - SPECIAL CLASS LEVEL II ENGINEERING TECHNICIAN LEVEL III**

#### **ENGINEERING TRADESPERSON - SPECIAL CLASS LEVEL II**

A Special Class Engineering Tradesperson Level II means a:-

- i. Special Class Engineering Tradesperson (electrical/electronic) Level II; or
- ii. Special Class Engineering Tradesperson (mechanical) Level II; or
- iii. Special Class Engineering Tradesperson (fabrication) Level II.

who has completed the following training requirement:

- i. An appropriate Post Trade Certificate;
- ii. Or x percentage of modules towards an Advanced Certificate;
- iii. Or y percentage of modules towards an Associate Diploma;

as prescribed in Appendix X of these definitions.

An Engineering Tradesperson Special Class - Level II works above and beyond a tradesperson at C8 and to the level of his/her training;

1. Exercises the skills attained through satisfactory completion of the training prescribed for this classification subject to the standards prescribed by Appendix X of this Award;
2. Is able to provide trade guidance and assistance as part of a work team;
3. Provides training in conjunction with supervisors and trainers;
4. Understands and implements quality control techniques;
5. Works under limited supervision either individually or in a team environment.

The following indicative tasks which an employee at this level may perform are subject to the employee having appropriate trade and post-trade training to enable the employee to perform the particular indicative tasks:-

- Works on machines or equipment which utilise complex mechanical or hydraulic and/or pneumatic circuitry and controls or a combination thereof;
- Works on machines or equipment which utilise complex electrical/electronic circuitry and controls;
- Works on instruments which make up a complex control system which utilises some combination of electrical/electronic, mechanical or fluid power principles;
- Applies advanced computer numerical control techniques in machining or cutting or welding or fabrication;
- Exercises intermediate CAD/CAM skills in the performance of routine modifications to programs;
- Works on complex or intricate interconnected electrical circuits at a level above C8;
- Works on complex radio/communication equipment.

NB: The post trade certificate referred to in this definition is not direct-

ly comparable with existing post trade qualifications and the possession of such qualifications does not in itself justify the classification of a tradesperson to this level.

### **ENGINEERING TECHNICIAN LEVEL III**

Engineering Technician - Level III means an employee who has equivalent level of training and/or experience to C7 Special Class Tradesperson Level II but is engaged in one of the following areas:-

- Detail draughting or planning or technical duties requiring judgement and skill in excess of that required of a technician at C8 under the supervision of technical staff; or
- Possesses a level of training and/or experience at C8 level and exercises cross skilling in technical fields as defined.

### **EXISTING AWARD CLASSIFICATIONS CONTAINED WITHIN ENGINEERING TRADESPERSON SPECIAL CLASS LEVEL II AND ENGINEERING TECHNICIAN LEVEL III; C7**

Metal Industry (Engine Drivers and Firemen's) Award

Category D Mobile Crane Drivers Over 220 Tonnes

## **WAGE GROUP: C6**

**RELATIVITY TO C10 125%**

**ADVANCED ENGINEERING TRADESPERSON LEVEL I  
ENGINEERING TECHNICIAN LEVEL IV  
GRADUATE/DIPLOMATE SCIENTIST LEVEL I (3 YEAR COURSE)**

### **ADVANCED ENGINEERING TRADESPERSON LEVEL I**

An Advanced Engineering Tradesperson Level I means an:-

- i. Advanced Engineering Tradesperson (electrical/electronic) Level I; or
- ii. Advanced Engineering Tradesperson (mechanical) Level I; or
- iii. Advanced Engineering Tradesperson (fabrication) Level I; who has completed;
  - x modules of an Advanced Certificate;
  - Or y modules of an Associate Diploma;
  - Or equivalent accredited training.

As prescribed in Appendix X of these definitions.

An Advanced Engineering Tradesperson Level I works above and beyond a tradesperson at C7 and to the level of his/her training;

1. Undertakes quality control and work organisation at a level higher than for C7;
2. Provides trade guidance and assistance as part of a work team;
3. Assists in the provision of training to employees in conjunction with supervisors/trainers;
4. Performs maintenance planning and predictive maintenance work not in technical fields;

5. Works under limited supervision either individually or in a team environment;
6. Prepares reports of a technical nature on specific tasks or assignments as directed;
7. Exercises broad discretion within the scope of this level.

The following indicative tasks which an employee at this level may perform are subject to the employee having appropriate trade and post-trade training to enable the employee to perform the particular indicative tasks:-

- Working on combinations of machines or equipment which utilise complex electrical or electronic or mechanical or fluid power principles;
- Working on instruments which make up a complex control system which utilises some combination of electrical, or electronic, mechanical or fluid power principles and electronic circuitry containing complex digital and/or analogue control systems utilising integrated circuitry;
- Applies computer integrated manufacturing techniques involving a higher level of computer operating and programming skills than for C7;
- Working on various forms of machinery and equipment which are electronically controlled by complex digital and/or analogue control systems using integrated circuitry.

#### **ENGINEERING TECHNICIAN LEVEL IV**

An Engineering Technician Level IV means an employee who has equivalent level training and skills to an Advanced Engineering Tradesperson- Level I but is engaged in one of the following areas to the extent of that training:-

- i. Detail draughting involving originality of thought which requires the exercise of judgement and skill in excess of that required of a Technician at C7 level under the supervision of Technical and/or professional staff; or
- ii. Is engaged in planning or technical duties requiring judgement and skill in excess of that required of a technician at C7 level under the supervision of technical and/or professional staff; or
- iii. Exercises a level of cross skilling in technical fields as defined.

#### **GRADUATE/DIPLOMATE SCIENTIST LEVEL I (3 YEAR COURSE)**

The graduate/diplomate Scientist is the commencement level. The Scientist undertakes initial professional scientific tasks of limited scope and complexity, such as minor phases of broader assignments, in office, plant, field or laboratory work.

#### **Classification Level Definition**

Under supervision from higher level Professional Scientists as to method of approach and requirements, the Professional Scientist performs normal professional scientific work and exercises individual judgement and initiative in the application of scientific principles, techniques and methods. In assisting more senior professional scientists by carrying out tasks requiring accuracy and adherence to prescribed methods of scientific analysis, design or computation, the

Scientist draws upon advanced techniques and methods learned during and after the undergraduate course.

Training, development, and experience using a variety of standard scientific methods and procedures, enable the professional scientist to develop increasing professional judgement and apply it progressively to more difficult tasks at Level C2(b).

Decisions are related to tasks performed, relying upon precedent or defined procedures for guidance. Recommendations are related to solution of problems in connection to the tasks performed.

Work is reviewed by higher level Professional Scientists for validity, adequacy, methods and procedures. With professional development and experience work receives less review and the professional scientist progressively exercises more individual judgement until the level of competence at Level II is achieved.

The professional scientist may assign and check work of technical staff assigned to work on a common project.

**EXISTING AWARD CLASSIFICATIONS CONTAINED WITHIN  
ADVANCED ENGINEERING TRADESPERSON LEVEL I, ENGINEERING  
TECHNICIAN LEVEL IV AND GRADUATE/DIPLOMATE SCIENTIST  
LEVEL I:**

**Metal Industry Award Part I**

- G1 Electronic Tradesperson
- G1 Instrumentation and Controls Tradesperson

**Metal Industry Award Part II**

- Senior Detail Draughtsman
- Planning Technician
- Technician

**Metal Industry Award Part IV**

- Group A Qualified Scientist; (i) Graduate/Diplomate (3 year course)

## **WAGE GROUP: C5**

**RELATIVITY TO C10 150%**

**ADVANCED ENGINEERING TRADESPERSON LEVEL II  
ENGINEERING TECHNICIAN LEVEL V  
GRADUATE ENGINEER LEVEL I  
GRADUATE SCIENTIST LEVEL I (4 TO 5 YEAR COURSE)**

**ADVANCED ENGINEERING TRADESPERSON LEVEL II**

An Advanced Engineering Tradesperson Level II means an

- i. Advanced Engineering Tradesperson (electrical/electronic) Level II
- ii. Advanced Engineering Tradesperson (mechanical) Level II;
- iii. Advanced Engineering Tradesperson (fabrication) Level II;

who has completed:-

- i. An Advanced Certificate; or
- ii. y modules of an Associate Diploma; or
- iii. equivalent accredited training;

As prescribed in Appendix X of these definitions.

An Advanced Engineering Tradesperson Level II works above and beyond a tradesperson at C6 and to the level of his/her training and:-

1. Provides technical guidance within the scope of this level;
2. Prepares reports of a technical nature on specific tasks or assignments as directed or within the scope of discretion at this level;
3. Has an overall knowledge and understanding of the operating principles of the systems and equipment on which the tradesperson is required to carry out his/her task;
4. Assists in the provision of on the job training in conjunction with supervisors and trainers.

The following indicative tasks which an employee at this level may perform are subject to the employee having appropriate trade and post-trade training to enable the employee to perform the particular indicative tasks:-

- Through a systems approach is able to exercise high level diagnostic skills on complex forms of machinery, equipment and instruments which utilise some combination of electrical, electronic, mechanical or fluid power principles;
- Set up, commission, maintain and operate sophisticated maintenance, production and test equipment and/or systems involving the application of computer operating skills at a higher level than Advanced Engineering Tradesperson Level I;
- Works on various forms of machinery and equipment electronically controlled by complex digital and/or analogue control systems using integrated circuitry;
- Works on complex electronics or instruments or communications equipment or control systems which utilise electronic principles and electronic circuitry containing complex analogue and/or digital control systems using integrated circuitry.



## **ENGINEERING TECHNICIAN V**

An Engineering Technician Level V has an equivalent level of training and/or experience to that of an Advanced Engineering Tradesperson Level II but is engaged in one of the following areas:-

- i. Undertakes draughting or planning or technical duties which require the exercise of judgement and skill in excess of that required of C6; or
- ii. Exercises a level of cross skilling in technical fields as defined consistent with the training and experience at this level.

## **GRADUATE SCIENTIST LEVEL I (4 TO 5 YEAR COURSE)**

The graduate Scientist is the commencement level. The Scientist undertakes initial professional scientific tasks of limited scope and complexity, such as minor phases of broader assignments, in office, plant, field or laboratory work.

### **Classification Level Definition**

Under supervision from higher level Professional Scientists as to method of approach and requirements, the Professional Scientist performs normal professional scientific work and exercises individual judgement and initiative in the application of scientific principles, techniques and methods. In assisting more senior professional scientists by carrying out tasks requiring accuracy and adherence to prescribed methods of scientific analysis, design or computation, the Scientist draws upon advanced techniques and methods learned during and after the undergraduate course.

Training, development, and experience using a variety of standard scientific methods and procedures, enable the professional scientist to develop increasing professional judgement and apply it progressively to more difficult tasks at Level II.

Decisions are related to tasks performed, relying upon precedent or defined procedures for guidance. Recommendations are related to solutions of problems in connection to the tasks performed.

Work is reviewed by higher level Professional Scientists for validity, adequacy, methods and procedures. With professional development and experience work receives less review and the professional scientist progressively exercises more individual judgement until the level of competence at Level II is achieved.

The professional scientist may assign and check work of technical staff assigned to work on a common project.

## **GRADUATE ENGINEER LEVEL I**

The graduate engineer is the commencement level. The engineer undertakes initial professional engineering tasks of limited scope and complexity, such as minor phases of broader assignments, in office, plant, field or laboratory work.

### **Classification Level Definition**

Under supervision from higher level Professional Engineers as to method of approach and requirements, the Professional Engineer performs normal professional engineering work and exercises individual judgement and initiative in the application of engineering principles, techniques and methods.

In assisting more senior professional engineers by carrying out tasks requiring accuracy and adherence to prescribed methods of engineering analysis, design or computation, the Engineer draws upon advanced techniques and methods learned during and after the undergraduate course.

Training, development and experience using a variety of standard engineering methods and procedures, enable the professional engineer to develop increasing professional judgement and apply it progressively to more difficult tasks at Level II.

Decisions are related to tasks performed, relying upon precedent or defined procedures for guidance. Recommendations are related to solution of problems in connection to the tasks performed.

Work is reviewed by higher level Professional Engineers for validity, adequacy, methods and procedures. With professional development and experience, work receives less review, and the professional engineer progressively exercises more individual judgement until the level of competence at Level II is achieved.

The professional engineer may assign and check work of technical staff assigned to work on a common project.

#### EXISTING CLASSIFICATIONS CONTAINED IN WAGE GROUP C5;

- |                               |                           |
|-------------------------------|---------------------------|
| Group A Qualified Engineer-   | (b) Graduate              |
| Group A Qualified Scientist - | (ii) (4 or 5 year course) |

## **WAGE GROUP: C4**

**RELATIVITY TO C10 155%**

### **ENGINEERING ASSOCIATE LEVEL I**

Engineering Associate Level I means an employee who works above and beyond a technician at level C5 and has successfully completed 3rd year part time of an Associate Diploma or the equivalent level of accredited training and is engaged in:-

- i. Making of major design drawings or graphics or performing technical duties in a specific field of engineering, laboratory or scientific practice such as research design, testing, manufacture, assembly, construction, operation, diagnostics and maintenance of equipment facilities or products, including computer software, quality processes, occupational health and safety and/or standards and plant and material security processes and like work; or
- ii. Planning of operations and/or processes including the estimation of requirements of staffing, materials cost and quantities and machinery requirements, purchasing materials or components, scheduling, work study, industrial engineering and/or materials handling processes.

### **EXISTING AWARD CLASSIFICATIONS CONTAINED WITHIN ENGINEERING ASSOCIATE LEVEL I**

Metal Industry Award Part II

Design Draughtsman

Production Planner

Technical Officer

## **WAGE GROUP: C3**

**RELATIVITY TO C10 145%**

### **ENGINEERING ASSOCIATE - LEVEL II**

Engineering Associate Level II means an employee who works above and beyond an Engineering Associate at Level C4 and has successfully completed an Associate Diploma or the equivalent level of accredited training and is engaged in:-

- i. Performing draughting, or planning or technical duties which require the exercise of judgement and skill in excess of that required by an Engineering Associate at Level C4; or
- ii. Possesses the skills of an Engineering Associate Level I in a technical field and exercises additional skills in a different technical field as defined.

## **WAGE GROUP:C2(A)**

**RELATIVITY TO C10 150%**

### **PRINCIPAL TRAINER/SUPERVISOR/CO-ORDINATOR LEADING TECHNICAL OFFICER**

#### **LEADING TECHNICAL OFFICER**

Leading Technical Officer means an employee who works above and beyond an Engineering Associate Level II at level C3 and has successfully completed 5th year of a part time Diploma or Associate Diploma plus additional training or the equivalent level of accredited training. An employee at C2(a) is able to perform or coordinate work in more than one engineering, scientific or technical field as defined; or

Performs duties in a technical, engineering or scientific field which requires the exercise of judgement and or skill in excess of that required of an Engineering Associate - Level II.

#### **PRINCIPAL TRAINER/SUPERVISOR/CO-ORDINATOR**

Principal Trainer/Supervisor/Co-ordinator means a trainer/supervisor/co-ordinator who when engaged at this level:-

1. possesses a sound knowledge of occupational health and safety, industrial relations, and communication processes and is able to use this knowledge in training and leading the work of others;
2. possesses a general knowledge and awareness of the administrative, business and marketing strategies of the enterprise.

Indicative of the tasks which an employee at this level may perform are as follows:-

- plans, writes and delivers training programs for all engineering/production employees, apprentices, trainees, trade and lower technical levels;
- plans and directs the work of engineering/production employees especially in new work organisation environments e.g. group work arrangements, CIM production techniques.

## WAGE GROUP: C2(B)

RELATIVITY TO C10 160%

### PRINCIPAL TECHNICAL OFFICER EXPERIENCED ENGINEER LEVEL II EXPERIENCED SCIENTIST LEVEL II

#### PRINCIPAL TECHNICAL OFFICER

A Principal Technical Officer is an employee who has successfully completed a diploma or the equivalent level of accredited training. Within organisational policy guidelines and objectives a Principal Technical Officer:-

- i. Performs work requiring mature technical knowledge involving a high degree of autonomy, originality and independent judgement;
- ii. Looks after and is responsible for projects and co-ordinating such projects with other areas of the organisation as required by the operation of the organisation;
- iii. Is responsible for the coordination of general and specialist employees engaged on projects requiring complex and specialised knowledge;
- iv. Plans and implements those programs necessary to achieve the objectives of a particular project;
- v. In the performance of the above functions, applies knowledge and/or guidance relevant in any or all of the fields of designing, planning and technical work as required by the company's operation;
- vi. Operates within broad statements of objectives without requiring detailed instructions ;
- vii. Performs work at the above level of skill in a particular technical field;
- viii. Has as the overriding feature of his/her employment the ability to perform creative, original work of highly complex and sophisticated nature;
- ix. Provides specialised technical guidance to other employees performing work within the same technical field.

#### EXPERIENCED ENGINEER LEVEL II

Following development through Level I, a Level II engineer is an experienced engineer who plans and conducts professional engineering work without detailed supervision, but with guidance on unusual features and who is usually engaged on more responsible engineering assignments requiring substantial professional experience. At this level the

Professional Engineer performs work at an equivalent skills level but does not necessarily perform the same tasks or functions as a Principal Technical Officer.

or is

A Wage Group C5 employee who has completed additional accredited education and training so as to reach a standard equivalent to a four year degree and who is required to perform the work set out above.

## **EXPERIENCED SCIENTIST LEVEL II**

Following development through C5 or C6 a Level II Professional Scientist is an experienced scientist who plans and conducts professional scientific work without supervision, but with guidance on unusual features and who is usually engaged in more responsible scientific assignments requiring substantial professional experience. At this level the Professional Scientist performs work at an equivalent skill level but does not necessarily perform the same tasks or functions as a Principal Technical Officer.

or is

A Wage Group C5 or C6 employee who has completed additional accredited education and training so as to reach a standard equivalent to a four year degree and who is required to perform the work set out above.

## **EXISTING AWARD CLASSIFICATIONS CONTAINED WITHIN PRINCIPAL TECHNICAL OFFICER, EXPERIENCED ENGINEER II, EXPERIENCED SCIENTIST II:**

Metal Industry Award Part II

Principal Technical Officer

Metal Industry Award Parts III and IV

Experienced Engineer I and II

Experienced Scientist I and II

## **WAGE GROUP C1(A)**

**RELATIVITY TO C10 160%**

### **PROFESSIONAL ENGINEER LEVEL III**

### **PROFESSIONAL SCIENTIST LEVEL III**

#### **PROFESSIONAL ENGINEER LEVEL III**

A Level III Professional Engineer performs duties requiring the application of mature professional engineering knowledge. With scope for individual accomplishment and co-ordination of more difficult assignments, the professional engineer deals with problems for which it is necessary to modify established guides and devise new approaches.

The professional engineer may make some original contribution or apply new professional engineering approaches and techniques to the design or development of equipment or special aspects of products, facilities, and buildings.

Recommendations may be reviewed for soundness of judgement but are usually regarded as technically accurate and feasible. The professional engineer makes responsible decisions on matters assigned, including the establishment of professional engineering standards and procedures, consults, recommends and advises in speciality engineering areas.

Work is carried out within broad guidelines requiring conformity with overall objectives, relative priorities and necessary co-operation with other units. Informed professional engineering guidance may be available.

The professional engineer outlines and assigns work, reviews it for technical accuracy and adequacy, and may plan, direct, co-ordinate and supervise the work of other professional and technical staff.

or

A Wage Group C2(b) employee who has completed additional accredited education and training (e.g. which may be in the case of engineering one year full-time or two years part-time) so as to reach a standard equivalent to a four year degree and who is required to perform the work set out above.

### **PROFESSIONAL SCIENTIST LEVEL III**

A Level III Professional Scientist performs duties requiring the application of mature professional scientific knowledge. With scope for individual accomplishment and co-ordination of more difficult assignments, the professional deals with problems for which it is necessary to modify established guides and devise new approaches.

The Professional Scientist may make some original contribution or apply new professional scientific approaches and techniques to the design or development of equipment or special aspects of products, facilities and buildings.

Recommendations may be reviewed for soundness of judgement but are usually regarded as technically accurate and feasible. The professional scientist makes responsible decisions on matters assigned, including the establishment of professional scientific standards and procedures, consults, recommends and advises in speciality areas.

Work is carried out within broad guidelines requiring conformity with overall objectives, relative priorities and necessary co-operation with other units. Informed professional scientific guidance may be available.

The Professional Scientist outlines and assigns work, reviews it for technical accuracy and adequacy, and may plan, direct, co-ordinate and supervise the work of other professional and technical staff.

or is

A Wage Group C2(b) employee who has completed additional accredited education and training (e.g. which may be in the case of science one year full-time or two years part-time) so as to reach a standard equivalent to a four year degree and who is required to perform the work set out above.

### **EXISTING CLASSIFICATIONS WITHIN THIS LEVEL:**

Scientist Group B

Engineer Group B

## WAGE GROUP C1(B)

RELATIVITY TO C10 210%

### PROFESSIONAL ENGINEER LEVEL IV PROFESSIONAL SCIENTIST LEVEL IV

#### PROFESSIONAL ENGINEER LEVEL IV

A Level IV Professional Engineer is required to perform professional engineering work involving considerable independence in approach, demanding a considerable degree of originality, ingenuity and judgement, and knowledge of more than one field of engineering, or expertise (for example, acts as his/her organisation's technical reference authority) in a particular field of professional engineering.

The Professional Engineer:-

- initiates or participates in short or long range planning and makes independent decisions on engineering policies and procedures within an overall program;
- gives technical advice to management and operating departments;
- may take detailed technical responsibility for product development and provision of specialised engineering systems, facilities and functions;
- co-ordinates work programs; and
- directs or advises on use of equipment and material.

The Professional Engineer makes responsible decisions not usually subject to technical review, decides courses of action necessary to expedite the successful accomplishment of assigned projects, and may make recommendations involving large sums or long-range objectives.

Duties are assigned only in terms of broad objectives, and are reviewed for policy, soundness of approach, accomplishment and general effectiveness.

The Professional Engineer supervises a group or groups including Professional Engineers and other staff, or exercises authority or technical control over a group of professional staff, in both instances engaged in complex engineering applications.

or is

A Wage Group C1(a) employee who has completed accredited education and training so as to reach a standard equivalent to a four year degree and who is required to perform the work set out above.

#### PROFESSIONAL SCIENTIST LEVEL IV

A Level IV Professional Scientist is required to perform professional scientific work involving considerable independence in approach, demanding a considerable degree of originality, ingenuity and judgement, and knowledge of more than one field of science, or expertise (for example, acts as his/her organisations technical reference authority) in a particular field of professional science.

The Professional Scientist:-

- initiates or participates in short or long range planning and makes independent decisions on scientific policies and procedures within an overall program;



- gives technical advice to management and operating departments;
- may take detailed technical responsibility for product development and provision of specialised engineering systems, facilities and functions;
- co-ordinates work programs; and
- directs or advises on use of equipment and material.

The Professional Scientist makes responsible decisions not usually subject to technical review, decides courses of action necessary to expedite the successful accomplishment of assigned projects, and may make recommendations involving large sums or long-range objectives. Duties are assigned only in terms of broad objectives, and are reviewed for policy, soundness of approach, accomplishment and general effectiveness.

The Professional Scientist supervises a group or groups including Professional Scientists and other staff, or exercises authority and technical control over a group of professional staff, in both instances engaged in complex scientific applications.

or is

A Wage Group C1(a) employee who has completed accredited education and training so as to reach a standard equivalent to a four year degree and who is required to perform the work set out above.

#### **EXISTING CLASSIFICATIONS WITHIN THIS LEVEL**

Group C Engineer

Group C Scientist

#### **CLASSIFICATION DEFINITIONS - TRAINER/SUPERVISOR/CO-ORDINATOR**

##### **TRAINER/SUPERVISOR/COORDINATOR LEVEL I**

Is an employee who is responsible for the work of other employees and/or provision of structured on-the-job training. Such an employee has completed "X" modules of training in supervision and/or training. Such an employee shall receive not less than 122% of the rate paid to the highest technically qualified employee supervised or trained (excluding leading hands allowances).

It has been agreed in principle that a trainer/supervisor/ coordinator who acquires additional accredited technical training which is relevant to the performance of his/her work shall receive an additional amount to be negotiated between the parties. Notwithstanding no supervisor/trainer/co-ordinator shall receive an increase less than any general wage increase awarded by the Industrial Relations Commission and any future award increases not subject to an agreement on absorption.

##### **TRAINER/SUPERVISOR/COORDINATOR LEVEL II**

Is an employee who is responsible for supervision and/or training of Trainers/Supervisors/Co-ordinators - Level I. Such an employee has completed "X" modules of training in supervision and/or training

Such an employee shall receive not less than 115% of the highest rate of pay of those persons supervised and/or trained.

## **TRAINER/SUPERVISOR/CO-ORDINATOR TECHNICAL**

Is an employee who is responsible primarily for the exercise of skills in technical fields as defined, up to the level of his/her skill and competence and who is additionally involved in the supervision/ training of other technical employees. Such an employee shall receive not less than 107% of the rate of pay applicable to the employee's technical classification.

## **DEFINITIONS OF ENGINEERING STREAMS AND VOCATIONAL FIELDS**

### **ENGINEERING STREAMS**

The classification definitions recognise three broad engineering streams: namely electrical/electronic, fabrication and mechanical. Entry to training in any engineering stream is not conditional on union membership.

#### **Electrical/Electronic Stream**

Including the design, assembly, manufacture, installation, modification, testing, fault finding, commissioning, maintenance and service of all electrical and electronic devices, systems equipment and controls, eg. electric wiring, motors, generators, PLC's and other electronic controls, instruments, telecommunications, radio and television, communication and information processing equipment.

#### **Mechanical Stream**

Including the design, assembly, manufacture, installation, modification, testing, fault finding, commissioning, maintenance and service of all mechanical equipment, machinery, fluid power systems, automotive mechanics, instruments, refrigeration and the use of related computer controlled equipment, e.g. Computer Numeric Controlled machine tools.

#### **Fabrication Stream**

Including fabrication, forging, carpentry, plumbing, founding, structural steel erection, electroplating, metal spinning, metal polishing, sheet metal work and the use of related computer controlled equipment. This includes fabrication in all metals, plastic, carbon fibre, composite materials, ceramics and other material.

### **VOCATIONAL FIELDS**

#### **a. Trade**

Includes an employee who possesses as a minimum qualification a trades certificate in any of the engineering streams (as defined).

#### **b. Technical Field**

1. Production planning, including scheduling, work study, and estimating materials, handling systems and like work.
2. Technical, including inspection, quality control, supplier evaluation, laboratory, non destructive testing, technical purchasing, and design and development work (prototypes, models, specifications) in both product and process areas and like work.
3. Design and draughting and like work.

**c. Engineering/Production Field**

The engineering/production field shall include employees primarily engaged in production work including production, distribution, stores and warehousing functions but not technical, trade, or supervisory work.

**d. Supervisor/Trainer/Co-ordinator Field**

Shall include employees who are:-

1. Responsible for the work of other employees and/or provision of on the job training and/or technical guidance; or
2. Responsible for supervision and/or training of other supervisors or trainers; or
3. Responsible primarily for the exercise of technical skills, as defined, up to the level of their skill and competence and who are additionally involved in the supervision/training of other employees.

**e. Professional Field**

Includes an employee who possesses an academic qualification which enables that employee to become a graduate member of the Institution of Engineers, Australia or an academic qualification in science set out in the academic schedule within Part IV of the Metal Industry Award.

The transition/implementation period is to allow management and employees to become familiar with the new structure. At the end of this period the parties will incorporate the new definitions into the award along with any fine tuning adjustments that arise during the period. All employees will be transferred into the new classification structure and the old definitions will no longer apply.

### **8.1 STEP ONE - ESTABLISHING THE CORRECT CURRENT AWARD CLASSIFICATION**

Step One in transferring to the new classification structure involves establishing the current award classification of each employee, (e.g. process worker, fitter, sheetmetal worker, injection moulder etc).

#### **8.1.1 INTERNAL CLASSIFICATIONS AND AWARD ALIGNMENT**

Where there are internal classifications which do not directly correspond with an old award classification as far as possible attempts should be made to align such classifications with the most appropriate old award classification.

For example, an employee may have been given an in house title which does not easily relate to any award title but the type of work can best be described as process work or machining or press operating. In such cases, the most appropriate old award classification should apply.

Similarly, an employee may have a specific title but a higher wage grouping or trades rate for payment purposes, such as a G22 Electroplater being paid a G10 trade rate. Such a wage group may have resulted from the need to recognise additional or special skills. Where this is the case the appropriate new award classification will depend on which old classification more closely describes what work the employee is performing.

This will make the transfer process much more manageable. Where this is not possible see 8.3 below.

### **8.2 STEP TWO**

**REFER TO APPENDICES 2, 6 OR 7**

Appendices 2, 6 or 7 should then be consulted to determine which new level applies to each classification. Thus for example, a fitter, (G10) will become a C10 - Engineering Tradesperson (Mechanical) Level I, whilst a trades assistant will become a C12 - Engineering Production Employee Level III. Each employee should then be aligned to the appropriate level in the new classification structure in this fashion.

## **8.3 AWARD ALIGNMENT NOT POSSIBLE**

In cases where the internal classification cannot be aligned with an existing Metal Industry Award classification, the employee's location within the new classification structure should be determined as follows:

1. By determining an employee's qualifications and/or experience;
2. By examining the employee's job functions and the comparative skill level of those functions;
3. By examining the definitions and skill standards of the new classification structure (see section 7) and assessing where the employee's qualifications and/or job functions appear to fit; and
4. By using as a guide the new classification level of other employees performing similar jobs and skills as the employee in question.

## **8.4 DISAGREEMENTS/DISPUTES**

The parties recognise that the transition/implementation period may give rise to special problems but the parties commit themselves to avoiding disruption to normal work.

As far as possible disagreements between employers and employees should be resolved at the workplace by the parties themselves.

In the event of continuing disagreement over an employee's new classification the parties should refer to the Award dispute settling procedure.

### 9.1 WHAT IS BROADBANDING ?

Broadbanding is the process whereby a number of existing classifications with similar skill and award wage rates are grouped into a single classification. Thus, several classifications are "broadbanded" to become one classification.

For example, existing wage groups within G34 - G45, which includes classifications such as process worker, press operator, die setter and assistant furnaceman are now "broadbanded" into C13 - Engineering Production Employee Level II.

### 9.2 A GRADUAL PROCESS

Transferring the 390 classifications and 70 wage groups from the old award structures into the new 14 classification levels and wage groups cannot be achieved in one step without distorting existing wage rates.

Consequently, in order to achieve a smooth transition the current classifications and wage groups will be broadbanded, in five (5) steps, in order to achieve the new 14 level classification structure.

The first step occurred on 20 September 1989, in conjunction with the first structural efficiency wage increase. Information about step one has already been distributed.

Further broadbanding occurred in March and July 1990 and the two remaining steps are due in January and July of 1991.

### 9.5 WAGE SUB-LEVELS

As a result of the gradual broadbanding of current classifications there will be a number of temporary wage sub-levels (eg. 13A, 13B, 12A, 12B) within some classifications.

These sub-levels will be phased out over the period March 1990 to July 1991 so that only 14 wage levels remain. However, until these wage sub-levels are phased out, they will represent the award wage rate for the existing classifications located within each sub-level.

Thus, for example, a process worker will become known as an Engineering Production Employee Level II in C13. The process worker's wage group and wage rate however, will continue to be represented by C13C until these sub-levels are phased out in July 1991.

### 9.4 BROADBANDING WAGE INCREASES TO BE ABSORBED

As a consequence of the broadbanding of classifications into fewer wage levels, there will be increases in some award rates of pay. These are to be absorbed within any existing overaward payments paid to employees in the classifications affected. This means that any increase in the award wage due to broadbanding shall be offset by a corre-

sponding reduction in the overaward payment such that no actual wage increase or decrease occurs. That is, the employee's actual wage remains the same. However, where no overaward payment is paid the broadbanding will result in an actual wage increase (subject to any exemption which an employer may apply for; see 9.6).

The structural efficiency wage adjustments will not be absorbed into overaward payments.

## **9.5 DEFINITION OF OVERAWARD PAYMENT**

The award variation has defined "overaward payment" as:-

the amount (whether it be termed "overaward payment", "attendance bonus", "service increment" or "any" term whatsoever) which an employee would receive in excess of the "Award Wage" which applied immediately prior to 20 September 1989 for the classification in which the employee is engaged. Provided that such payment shall exclude overtime, shift allowances, penalty rates, disability allowances, fares and travelling time allowances and any other ancillary payment of a like nature prescribed by this award."

## **9.6 EXEMPTIONS**

Provision has been made in the award for any employers to seek an exemption from the increased award wages arising out of the broadbanding of current classifications which will result in an increase in actual rates of pay.

## **9.7 BROADBANDING AND LEVELLING UP OF OVERAWARD PAYMENTS**

The broadbanding of the existing 390 or so classifications into 14 wage levels (excluding sub-levels) will obviously give rise to situations in which employees with different overaward payments find themselves broadbanded into the same wage level (i.e. C14, C15, C8 etc) with the same award rate of pay.

### **Example**

For example, existing wage groups G41 and G33 have been broadbanded into the same wage group, Level 12E. Assume that an employee in wage group G41, a trades assistant, is being paid a total weekly wage of \$370, which includes an overaward payment of approximately \$30 per week. Assume further that an employee in wage group G33, a 2nd class welder, is being paid \$390 per week, including an overaward payment of approximately \$47 per week.

The broadbanding exercise means that both employees are now in Level 12E with the same award wage (\$342.80 as at 1 July 1990).

However, this does not mean that the G41 employee, the trades assistant, is entitled to receive the same overaward payment, (i.e. an increase from \$30 to \$47) and hence the same total weekly wage as the G33 employee, the 2nd class welder.

A central element of award restructuring is to provide a classification structure which encourages employees to perform a wider range of

tasks and skills in return for additional rewards. An automatic levelling up of overaward rates will not facilitate this.

Employers and employees should also be mindful that only the first three steps in the broadbanding exercise have been completed with approximately two further steps envisaged within the next twelve months.

## **9.8 UNION COMMITMENT**

It is agreed between the parties that the process of transition from the old classification structure to the new classification structure cannot in itself justify a wage increase in addition to any general wage increase which might be awarded by the Industrial Relations Commission. During the transition/implementation period the unions will not support claims for levelling up overaward payments. However, the unions have expressed concern about the broadbanding of employees with different overaward payments into the same new classification level where those employees perform work of a like nature.

The parties have agreed to discuss during the transition period the most effective way of implementing broadbanding consistent with award restructuring.



### 10.1 ADVANCEMENT UP THE CLASSIFICATION STRUCTURE

Apart from wage rises resulting from decisions of National Wage Cases, employees will also be able to gain additional wage increases over time by advancing up the classification structure.

This advancement will be dependent upon employees completing the necessary on and off the job training requirements to the skill and competency standards prescribed in the definition for the next highest classification level.

Definitions of skill and competency standards and the training requirements are set out in Section 7 of this Manual.

#### Example - Production Worker

Thus for example a process worker who is transferred across to the new classification structure at C13 will need to complete stage 1 of the Production Engineering Certificate, and apply those skills, in order to advance to level C12. Having done so, the employee will be entitled to a C12 wage rate.

#### Example - Tradesperson

A fitter transferred to C10 will need to complete the first 53% of a Post Trade Certificate, and apply those skills, in order to move on to receive a C9 wage rate.

#### Example - Technical

An employee (subject to 6.2.3) who is a design draughtsperson who is transferred across to the new classification structure at C4 will need to complete an Associate Diploma or equivalent training, and apply those skills, in order to advance to level C3. Having done so the employee will be entitled to a C3 wage rate.

### 10.2 HIGHER DUTIES/MIXED FUNCTIONS

The parties recognise that the new classification structure being based on a higher level of skills, training and competencies at each classification level, will give rise to situations in which an employee classified at one level will perform skills associated with the next highest level.

#### 10.2.1 MIXED FUNCTIONS

Where the exercise of higher level skills is on an irregular basis or those skills do not form a significant part of the employee's usual work, the existing mixed functions clause of the award should be applied (Clause 10 of Part I or clause 11 of the Metal Industry Award Part II).

#### 10.2.2 HIGHER DUTIES

Where the exercise of higher level skills occurs on a regular basis and they form a significant part of the employee's work, the employee is entitled to seek re-classification to the next highest level. The procedure for this is outlined in section 10.3 below.

This entitlement to seek re-classification does not apply whilst the employee is undertaking recognised training in higher level tasks and skills. That is, the employee remains at his or her existing classification level until the training is complete. The parties have agreed to monitor this issue during the transition period with a view to examining whether an alternative method of managing the issue is necessary.

### **10.5 RE-CLASSIFICATION OF EMPLOYEES**

During the transition/implementation period, employees will transfer to the new classification structure without loss of pay in accordance with the schedule in Appendices 2, 6 or 7 or in accordance with the procedure outlined above in section 8.

However (subject to 10.4), an existing employee may claim for re-classification to a higher classification level on the grounds that the job he/she is performing involves the exercise of knowledge and skill at a level higher than the new classification level he/she has been transferred to.

### **10.4 CLASSIFICATION, TRAINING, SKILL AND COMPETENCE**

The merits of any re-classification claim will be determined by examining the training, skill and competency requirements which accompany each classification level (see Section 7). That is, an employee's qualifications and the skill level of the job being performed will be compared against the training requirement and objective skill and competency standards required at each level of the classification structure.

In cases where an employee does not have the relevant qualification and agreement cannot be reached at the enterprise, the employee will be required to undergo a competency assessment.

The assessment will be undertaken by an independent third party such as TAFE, recognised by the National Training Board.

Further details on recognised assessment organisations and the finalised standards for each level will be available as they are completed.

### **10.5 TIMING OF RE-CLASSIFICATION CLAIMS**

Re-classification claims, for employees without formal qualifications, or without qualifications that are equivalent to those specified in the definitions, will be determined by using the skill and competency standards applying to each classification level. No claims can be made, by employees without formal qualifications, until standards have been developed for the relevant classification. Provided that employees who complete the appropriate formal qualifications specified for a particular classification level prior to the development of the skill and competency standards for that level shall be entitled to be reclassified at such a level.

Draft standards have been developed for classification levels C12 to C7. These are being reviewed before final release. They will be distributed as they are completed. Standards for the other classification levels are in the process of development. These should be available in late 1990.

## **10.6 WAGES AND RE-CLASSIFICATION**

In the past, employees in many instances have been inappropriately or under classified in comparison to the job they perform. This was due largely to the narrow work task specific way the previous classification structure and definitions were expressed.

### **Example 1**

In recognition of the skill and knowledge acquired and utilised by such employee, an additional overaward payment has already been made to such an employee.

In such cases of inappropriate or under classification where the employee successfully claims for reclassification under the new structure the employee shall not be entitled to any additional wage increase as a result of such reclassification. In other words there shall be no double counting.

### **Example 2**

In many cases where an employee successfully claims for reclassification and no additional overaward payment has previously been made in recognition of the employee's skill and knowledge, the appropriate wage needs to be determined. In such cases the rate of pay should be based on the employee's skills and competencies at his/her reclassified level and having regard to the rate of pay of other employees at that level performing work of a like nature.

Replacing an old work task specific classification structure of some 390 individual occupations with a new 14 level structure based on training, skill and competency standards is obviously a significant change. So too are the opportunities for re-designing employee functions, overcoming artificial job demarcations and using the new training system to increase employee skills and increase productivity.

These changes will raise many questions at each workplace. They require proper and on-going communication and consultation between management, employees and their union(s) if award restructuring is to be implemented smoothly and if opportunities are to be realised.

In this regard the award variations of 20 March have included a new award provision as follows:

***CLAUSE 6B - STRUCTURAL EFFICIENCY***

*a. The parties to this award are committed to co-operating positively to increase the efficiency, productivity and international competitiveness of the metal and engineering industry and to enhance the career opportunities and job security of employees in the industry.*

*b. At each plant or enterprise, an employer, the employees and their relevant union or unions shall establish a consultative mechanism and procedures appropriate to the size, structure and needs of that plant or enterprise. Measures raised by the employer, employees or union or unions for consideration consistent with the objectives of subclause (a) herein shall be processed through that consultative mechanism and procedures.*

*c. Measures raised for consideration consistent with subclause (b) herein shall be related to implementation of the new classification structure, the facilitative provisions contained in this award and, subject to clause 6C, matters concerning training.*

### 12.1 DEVELOPING A NEW SYSTEM OF TRAINING AND EDUCATION

As the new classification structure is based on levels of training, skill and competence, the ongoing training of employees is essential if the aims of both employers and employees are to be achieved. This requires:-

- defined skill and competency standards for each classification level;
- training course structures which support the overall aims of the new classification structure;
- job descriptions that are broadly based and allow for the flexible use of skills by employees.

In many cases current training arrangements, both on and off the job, are based on the old, more narrow classifications and need modification because they are not appropriate to the new classification structure.

Much of the existing training system does not adequately reflect the demands of new technology and the need for quality. Unions, employer organisations, TAFE and governments have been co-operating in developing new courses and training arrangements to support these objectives.

### 12.2 TRANSITIONAL PROBLEMS

Before explaining the new system, employers and employees should be aware that transforming the training system to match the new classification structure is a gradual process that will take some time to complete. TAFE, other training providers and companies will need time to develop new courses and means of skill assessment.

### 12.5 MODULAR TRAINING

In order to make training more nationally recognisable and interchangeable training courses provided by TAFE and other institutions are being restructured around standardised modules.

Courses will be made up of groups of modules which follow each other in a sequence. Each module will stand alone but also be part of a wider course or courses.

A modular course structure makes it easier for employees to gain credit for skills already held and enables employers and employees to more closely tailor courses to their needs. Institutions offering training modules, such as TAFE, will centrally register and assess modules, through the national standards process, so that credit for training can be granted anywhere in Australia. The parties also intend to ensure that the same credit arrangements apply to non-TAFE based training.

A major advantage of modular training is that it allows greater flexibility in what employees cover in their training. This flexibility is only

limited by the need to have completed prerequisite modules before undertaking higher level modules. For example before a fabrication tradesperson can undertake modules in complex fluid power systems they would have to complete modules in the basic principles of hydraulics.

This flexibility could also be limited by the structure of some courses. For example, an instrument conversion or industrial electronics course would have compulsory modules with the possibility of options after completing the basic modules.

## **12.1 AVAILABILITY OF MODULAR TRAINING**

A national team of experts from TAFE has proposed new modular formats for most trade and post-trade certificate courses in the metal and engineering industry. This team will be extending their work to all trade/skill areas in 1990. Pilots of the new modular course arrangements are underway in several states in 1990 with wide spread implementation planned for 1991. In 1990 the parties will be discussing with institutions the extension of modular training to courses above and below the trade and post trade levels.

## **12.5 BROAD BASED TRAINING**

In keeping with a classification structure based on broader job functions, off-the-job training at TAFE will also be broad based. This means that courses will be designed to give a greater breadth of skills before allowing for specialisation. Broad based training will enable a wider choice of modules to be available at later stages of courses and will widen the range of career options available to employees. The production engineering certificate courses, the traineeship course and trade certificate courses will all be broad based.

## **12.6 NEW COURSES AND QUALIFICATIONS**

### **12.6.1 ENGINEERING PRODUCTION CERTIFICATES**

The new training system will enable non-trade employees to undertake structured off the job training. New courses are being developed for non-trade employees such as process and production workers. These will range from traineeships for employees entering the industry from school to engineering production certificates designed specifically for employees at the C12, C11 and C10 levels.

The definitions for Engineering Production Employees at levels C12, C11 and C10 prescribe the completion of these new qualifications. These will be known as Engineering Production Certificates I, II and III.

A National Curriculum Development Team has been established within TAFE to develop draft curriculum for these Certificates. This team will present its first draft to TAFE authorities and the industrial parties in July 1990. The course should be fully available at the end of the transition implementation period.

The basis for these courses are the broad based modules referred to in 12.6.2 below for the first year of the apprenticeship. This will allow all

production workers to undertake courses which they can later use as credit to trade certificates and higher level courses.

### **12.6.2 TRADE TRAINING**

The classification structure no longer provides for specific trades classifications such as “fitter”, “welder”, “sheetmetal worker” or “electrician”. These positions are now classified as either a mechanical, fabrication or electrical/electronic engineering tradesperson with a broader job description. For example a fitter working in hydraulics at the base trade level will now be known as an Engineering Tradesperson (Mechanical) Level I-Fluid Power.

Trade training in future will be in one of the three broad engineering streams of mechanical, electrical/electronic, or fabrication and will include some basic training in all the streams.

Trade training courses will move towards being competency based rather than time based. This means that completion of the course will be determined by achievement of the defined competency level rather than the completion of a prescribed number of hours.

TAFE’s national curriculum development team has developed a new modular trade course structure (currently being piloted) based on the three streams in the new award. All three trade streams, electrical/electronic, fabrication, and mechanical will begin their training with a selection from the same broad based modules. This set of thirteen broad based modules are designed to give a general introduction to the skills needed in the industry. They are designed to be delivered early in the apprenticeship, the engineering production certificates or in the latter part of high school.

On completion of these broad based modules an apprentice will move on to the specialist modules of his/her engineering stream and further specialisation in specific stream skills.

### **12.6.3 POST TRADE CERTIFICATES**

Post trade qualifications in the past have been a mixed bag of different tickets and certificates with no standard approach across the country. New Post Trade Certificates are being developed based on nationally recognised modules.

The new Post Trade Certificates divide roughly into two groups. The old Special Class electricians and fitters were tradespeople who specialised in areas like electronics, hydraulics or complex fabrication. These new modules will continue to provide for this type of specialisation within a trade.

The second group is those tradespeople who require skills from other engineering streams. These employees may undertake a mixture of modules some of which continue in the existing trade area (further specialisation) and others which cross-skill. For example a boilermaker (now Engineering Tradesperson “Fabrication”) in a maintenance job may need post trade modules in special welding techniques but also in mechanical fitting.

The following principles apply to anyone training to broaden their work in another trade area;

- the tradesperson must meet the appropriate entry requirements set

for each module or course of training. If the tradesperson does not have the prerequisites then he/she must first undertake bridging training to reach the entry requirement.

- In assessing the entry requirements credit should be established for skills and training already possessed.
- Training courses to be recognised by the award should be structured rather than being a collection of modules available to be chosen at random. The structured approach ensures that at the end of a course the tradesperson should know what they are doing rather than simply how to do it.
- That any TAFE or other formal training must be supported by structured on the job training in the same way as apprentices are taught on the job under the supervision of the tradesperson.

Obviously employees moving into completely new trade areas will have little or no background of training in that area. These people will need to undertake more training than someone training further in their own trade.

A non electrical tradesperson for example may need to do introductory training in the electrical/electronic stream to raise his/her understanding to the appropriate level. In such cases it would mean more training before being able to do electrical work.

#### **12.6.4 ADVANCED CERTIFICATES AND ASSOCIATE DIPLOMAS**

The TAFE team currently working on trade level courses has also been funded in 1990 to prepare a strategy for the alignment of Advanced Certificates and Associate Diplomas to the new award, applying the principles already adopted for trade courses. This strategy will include an examination of current course offerings and should be available to the parties within six months. The re-establishment of diploma level courses in engineering has been endorsed by the employers and the unions. While no national curriculum development activity is yet underway, the State Training Board of Victoria is currently developing a diploma in engineering.

### **12.7 UNIVERSITIES AND PROFESSIONAL CLASSIFICATIONS**

No specific activities are yet underway, although there is agreement between the relevant parties to hold discussions on training issues relevant to these areas.

### **12.8 SECONDARY EDUCATION**

Changes to high school retention rates may increase the number of Higher School Certificate/matriculation students seeking apprenticeships. This extra two years of study will offer the opportunity for school students to undertake subjects which carry credit to a later trade course.

The NSW Department of Education is piloting a Manufacturing Technology course in 1990 at Doonside High School based on the broad based modules developed for trade courses. Similar initiatives are being pursued in other states.



## 12.9 TRAINING LEAVE

As of 20 March 1990 the following clause appears in the Metal Industry Award 6C - Training:

a. The parties to this award recognise that in order to increase the efficiency, productivity and international competitiveness of industry, a greater commitment to training and skill development is required. Accordingly, the parties commit themselves to:

- i developing a more highly skilled and flexible workforce;
- ii providing employees with career opportunities through appropriate training to acquire additional skills; and
- iii removing barriers to the utilisation of skills acquired.

b. Following proper consultation in accordance with subclause (b) of clause 6B - Structural Efficiency, or through the establishment of a training committee, an employer shall develop a training programme consistent with:

- i the current and future skill needs of the enterprise;
- ii the size, structure and nature of the operations of the enterprise;
- iii the need to develop vocational skills relevant to the enterprise and the metal and engineering industry through courses conducted by accredited educational institutions and providers.

c. Where it is agreed a training committee be established that training committee should be constituted by equal numbers of employer and employee representatives and have a charter which clearly states its role and responsibilities, for example:

- formulation of a training programme and availability of training courses and career opportunities to employees;
- dissemination of information on the training programme and availability of training courses and career opportunities to employees;
- the recommending of individual employees for training and reclassification;
- monitoring and advising management and employees on the on-going effectiveness of the training.

d. i Where, as a result of consultation in accordance with clause 6B or through a training committee and with the employee concerned, it is agreed that additional training in accordance with the programme developed pursuant to subclause (b) herein should be undertaken by an employee, that training may be undertaken either on or off the job. Provided that if the training is undertaken during ordinary working hours the employee concerned shall not suffer any loss of pay. The employer shall not unreasonably withhold such paid training leave.

ii Any costs associated with standard fees for prescribed courses and prescribed textbooks (excluding those textbooks which are available in the employer's technical library) incurred in connection with the undertaking of training shall be reimbursed by the employer upon production of evidence of such expenditure. Provided that reimbursement shall also be on an annual basis subject to the presentation of reports of satisfactory progress.

iii Travel costs incurred by an employee undertaking training in accordance with this clause which exceed those normally incurred in travelling to and from work shall be reimbursed by the employer.

e. Subclauses (b), (c) and (d) herein shall operate as interim provisions and shall be reviewed after nine month's operation. In the meantime, the parties shall monitor the effectiveness of those interim provisions in encouraging the attainment of the objectives detailed in subclause (a) herein. In this connection, the unions reserve the right to press for the mandatory prescription of a minimum number of training hours per annum, without loss of pay, for an employee undertaking training to meet the needs of an individual enterprise and/or the metal and engineering industry.

f. Any disputes arising in relation to subclauses (b) and (c) shall be subject to the provisions of subclause (j) Avoidance of Industrial Disputes of clause 6 - Contract of Employment of this award.

## **12.10 NATIONAL METAL AND ENGINEERING SKILLS AND TRAINING BOARD**

The parties have agreed to the establishment of a national training board for the engineering industry. The objective of the board will be to ensure uniform and consistent outcomes from the various forms of training and education available under the Award.

Subject to further negotiations between the parties and, where appropriate, further proceedings in the Industrial Relations Commission the functions of the board may include:-

i. ensuring that the education and training arrangements designed for the Award are co-ordinated in a nationally consistent approach;

ii. developing nationally consistent standards and competencies for both on and off-the-job training;

iii. responsibility for nationally accrediting these standards;

iv. responsibility for accrediting the standards of on-the-job training and other non-TAFE providers;

v. acting as a central clearing house on a national level which would provide details of education and training available; and

vi. ensuring that training programs based on in-house or off-the-job training established under this Award must be consistent with the guidelines laid down by the board.

Until such time as the board is formally established the National Training Board will be the standards authority for training under the Metal Industry Award.

Award Modernisation includes both the following issues:

- re-writing the Metal Industry Award provisions to improve clarity and relevance;
- developing award provisions which enable an enterprise, by agreement with the employees, to apply the award in a manner more suited to the operations of that enterprise.

### 15.1 RE-WRITING THE METAL INDUSTRY AWARD

Both parties agree that the current Metal Industry Award contains provisions which are confusing, difficult to read, outdated and discriminatory. A working party is examining this issue.

### 15.2 AWARD FLEXIBILITY

Award flexibility clauses negotiated by MTIA, ACM and the MTFU are the first step in the award modernisation process and seek to provide the opportunity for an enterprise, by agreement with the employees, to apply the award in a way which better suits the enterprise's operations. In this respect the award variations of 20 March involve a number of award clauses. These are listed below.

#### 15.2.1 CONTRACT OF EMPLOYMENT

A new subclause was added to the Contract of Employment Clause as follows:

*“6(k) i. An employer may direct an employee to carry out such duties as are within the limits of the employee's skill, competence and training consistent with the classification structure of this award provided that such duties are not designed to promote deskilling.*

*ii. An employer may direct an employee to carry out such duties and use such tools and equipment as may be required provided that the employee has been properly trained in the use of such tools and equipment.*

*iii. Any direction issued by an employer pursuant to subclauses (i) and (ii) shall be consistent with the employer's responsibilities to provide a safe and healthy working environment”.*

#### 15.2.2. SPREAD OF ORDINARY HOURS AND TWELVE HOUR SHIFTS

Changes have been made to the award to provide for a 12 hour span of ordinary hours and 12 hour shifts. The new clause is as follows:

#### **CLAUSE 18 - HOURS OF WORK**

*c. The ordinary hours of work prescribed herein shall be worked continuously, except for meal breaks, at the discretion of the employer between 6.00am and 6.00pm. Provided that the actual ordinary hours of work shall be determined by agreement between an employer and the majority of employees in the plant or work section or sections concerned. Provided further that work done prior to the*

spread of hours fixed in accordance with this subclause for which overtime rates are payable shall be deemed for the purpose of this subclause to be part of the ordinary hours of work.

*d. The ordinary hours of work prescribed herein shall not exceed ten on any day. Provided that:*

*i. in any arrangement of ordinary hours where the ordinary working hours are to exceed eight on any day, the arrangement of hours shall be subject to agreement between an employer and the majority of employees in the plant or work section or sections concerned; and*

*ii. by arrangement between an employer, the union or unions concerned and the majority of employees in the plant or work section or sections concerned, ordinary hours not exceeding twelve on any day may be worked subject to:*

*1 the employer and the employees concerned being guided by the occupational health and safety provisions of the ACTU Code of Conduct on twelve hour shifts;*

*2 proper health monitoring procedures being introduced;*

*3 suitable roster arrangements being made; and*

*4 proper supervision being provided.*

### **13.2.3 SHIFT WORK**

Changes have also been made to sub-clauses 19(b) and (c) of the Metal Industry Award to provide for 12 hour shift work. The new provisions are the same as those in Clause 18(d) above.

### **13.2.4 MEAL BREAKS**

The new award provision is for meal breaks as follows:

#### **CLAUSE 20 - MEAL BREAKS**

*a. An employee shall not be required to work for more than five hours without a break for a meal. Provided that:*

*i. in cases where canteen or other facilities are limited to the extent that meal breaks must be staggered and as a result it is not practicable for all employees to take a meal break within five hours an employee shall not be required to work for more than six hours without a break for a meal; and*

*ii. by agreement between an employer and the majority of employees in the plant, work section or sections concerned, an employee or employees may be required to work in excess of five hours but not more than six hours at ordinary rates of pay without a meal break.*

*b. The time of taking a scheduled meal break or rest break by one or more employees may be altered by an employer if it is necessary to do so in order to meet a requirement for continuity of operations.*

*c. An employer may stagger the time of taking a meal and rest break to meet operational requirements.*

*d. Subject to the provision of subclause (a) hereof, an employee employed as a regular maintenance man shall work during meal breaks at ordinary rates of pay whenever instructed to do so for the purpose of making good breakdown of plant or upon routine maintenance of plant which can only be done while such plant is idle.*

*e. Except as provided in subclauses (a) and (b) hereof, and except where any alternative arrangement is entered into as a result of inplant discussions as provided in Clause 18B, time and a half rates shall be paid for all work done during meal hours and thereafter until a meal break is taken.*

#### 15.2.5. ANNUAL LEAVE

The variations to this Clause are as follows:

#### **CLAUSE 25 - ANNUAL LEAVE**

##### **d. Broken leave**

*Annual leave shall be given and taken in one or two continuous periods.*

*If the annual leave is given in two continuous periods, then one of those periods must be of at least 21 consecutive days, including non-working days. Provided that, if the employer and an employee so agree, his annual leave entitlement may be given and taken in two separate periods, neither of which is at least 21 consecutive days, including non-working days, or in three separate periods.*

*Provided further that an employee may, with the consent of his employer, take short term annual leave, not exceeding four days in any calendar year, at a time or times separate from any of the periods determined in accordance with this subclause.*

##### **h. Time of taking leave**

*Annual leave shall be given at a time fixed by the employer within a period not exceeding six months from the date when the right to annual leave accrued and after not less than four weeks notice to the employee.*

*Provided that by agreement between an employer and an employee, annual leave may be taken at any time within a period of twelve months from the date at which it falls due and with less than four weeks notice to the employee.*

#### **ANNUAL CLOSE DOWN**

The award provisions relating to annual close down have also been changed to provide greater flexibility. Clause 25 has been varied to include the following:

#### **CLAUSE 25 - ANNUAL LEAVE**

##### **m. Annual close down**

*v. An employer may close down his plant for one or two separate periods for the purpose of granting annual leave in accordance with this subclause. If the employer closes down his plant in two separate periods one of those periods shall be for a period of at least 21 consecutive days, including non-working days.*

*Provided that where the majority of employees concerned agree, an employer may close down the plant, work section or sections in one, two or three separate periods for the purpose of granting annual leave in accordance with this subclause. Provided further that if an employer closes down his plant on more than one occasion, one of those periods shall be for a period of at least fourteen consecutive days including non-working days. In such cases, the employer shall advise the employees concerned of the proposed dates of each close down before asking them for their agreement.*

##### **n. Part close down and part rostered leave**

*i. An employer may close down his plant, or a section or sections thereof, for a period of at least 21 consecutive days, including non-working days and grant the balance of the annual leave due to an employee in one continuous period in accordance with a roster.*

*Provided that by agreement with the majority of employees concerned, an employer may close down his plant for a period of at least fourteen consecutive days including non-working days and grant the balance of the annual leave due to an employee by mutual arrangement.*

The Workplace Resource Centres (WRC's) were established under the Workplace Resources Scheme by the Commonwealth Government Department of Industrial Relations as a national network to provide advice and assistance to industry in the complex task of workplace reform - with particular emphasis on award restructuring under the Metal Industry Award.

Tripartite boards consisting of representatives from unions, employer organisations and the Commonwealth Department of Industrial Relations, are responsible for the operation and conduct of the WRC's affairs and ensure that services provided and processes used are strictly in accordance with the principles and standards set down by the industry parties.

While each centre provides full time professional staff, with extensive experience in workplace reform and industrial relations matters, and offers an integrated and comprehensive range of services tailored to meet the needs of individual clients, they also bring to the field the full national resources of the participating boards and organisations.

Each centre, while being a non-profit organisation, operates as an independent commercial enterprise, limited by guarantee, providing services to enterprises on the basis of agreements having been reached between management, employees and unions on the need for change.

Priority is given to organisations introducing new awards and new forms of management and work organisation.

The WRC provides specialists to facilitate the change in work organisation and practices via the consultative process and provides for the total involvement of all parties concerned.

## 14.1 LOCATIONS

The WRC may be contacted in: **SYDNEY** Tel: (02) 819 6311 Fax: (02) 818 3953, **NEWCASTLE** Tel: (049) 29 3607 Fax: (049) 29 5783, **MELBOURNE** Tel: (03) 819 6311 Fax: (03) 818 3953, **ADELAIDE** Tel: (08) 373 3340 Fax: (08) 373 3354, **PERTH** Tel: (09) 426 4300 Fax: (09) 321 7662, **BRISBANE** Tel: (07) 231 2555, **HOBART** Tel: (002) 351 1900

## 14.2 WRC SERVICES

The concept of Structural Efficiency is basically the attainment of improvements in productivity and efficiency by effecting changes in the current approach to work practices and patterns, training, skills enhancement, and career development:-

*"Attention must now be directed towards the more fundamental, institutionalised elements that operate to reduce the potential for increased productivity and efficiency . . . we must take steps to ensure that work classifications and functions and the basic work patterns and arrangements in an industry meet the competitive requirements of the industry. It is accepted, at least by some, that a more highly skilled and flexible labour force is required not only to assist in structural adjustment but also to provide workers with access to more varied, fulfilling and better paid jobs. . . "* (National Wage Case August 1988).

The changes required involve fundamental changes in attitude and thinking on the part of individual employees as well as organisational culture. It involves developing participative and consultative processes which aid and are part of organisational change as well as reorganising physical structures and systems. In addition the aim is to incorporate the change process into the work culture to create organisations which are capable of renewal, flexibility and change in the long term.

The WRC believes there must be short term outcomes that yield tangible benefits for both management and employees in order to establish long term faith and commitment. But any change strategy should also include a long term plan if the continued vigour and renewal of the enterprise is to be ensured.

Specific measures addressed by the WRC and nominated by the Australian Industrial Relations Commission to assist in this process of productivity improvement and international competitiveness include:

- establishing skill related career paths which provide an incentive for employees to continue to participate in skill formation;
- eliminating impediments to multi-skilling and broadening the range of tasks which an employee may perform;
- ensuring that working patterns and arrangements enhance flexibility and efficiency and meet the competitive requirements of the industry.

## **11.5 WRC PROCESS**

For the full benefits of award restructuring to be delivered, a comprehensive, integrated approach needs to be adopted. The WRC award restructuring process has as its major thrust the revision of job classification structures, multi-skilling and employee flexibility along with the provision of new career paths, underpinned by skills enhancement and training.

To be properly effective, however, these issues cannot be addressed in isolation. They must be properly integrated into all other aspects of the business undergoing the change process in order to lead to lasting productivity improvements and job security. Factors such as the organisation's strategic direction, better utilisation of existing technology, introduction of new technology, better forms of work organisation, increased levels of participation and communication, improved reward systems, and total quality management also need the appropriate focus during the restructuring process.

It is through the implementation of this multi-faceted strategy that the WRC will be able to assist industry increase its productivity and efficiency, resulting in job security, market diversification and industrial expansion - benefits for all parties.

Many of the past attempts at restructuring have been either plant or industry specific and have lacked the overall development of a common national standard provided by the Workplace Resources Centres. Past efforts to introduce greater employee participation via the consultative mechanism were hindered by a lack of focus and in many cases the process was seen as an end in itself.

The WRC established and preferred approach for initiating workplace reform is to totally review all aspects of the enterprise's business, via the consultative mechanism, in a planned and structured manner, with the participation of all employees to establish commitment and attitudinal change.

As further developments and award variations occur, information will be distributed to employers, employees, governments, educational institutions and other organisations involved in award restructuring.

You should retain this folder and use it to file future information.

Should you require further information or assistance, contact your union or employer organisation. Full details are included below.

## 15.1 MTIA

**NATIONAL OFFICE**  
MTIA House  
214 Northbourne  
Avenue  
Canberra ACT 2601  
Phone: (062) 49 6560  
Fax: (062) 486 157

**NEW SOUTH WALES  
BRANCH**  
MTIA House  
51 Walker Street  
North Sydney  
NSW 2060  
Phone: (02) 929 5566  
Telex: AA121257  
Fax: (02) 929 8758

**VICTORIAN BRANCH**  
165 Eastern Road  
South Melbourne  
Vic 3205  
Phone: (03) 699 1022  
Fax: (03) 690 7425

**QUEENSLAND  
BRANCH**  
MTIA House  
3 Gregory Terrace  
Brisbane Qld 4000  
Phone: (07) 851 2505  
Telex: AA121257  
Fax: (07) 852 1095

**DISTRICT OFFICES**  
**NEWCASTLE**  
The Building Centre  
165 Lambton Road  
Braodmeadow  
NSW 2292  
Phone: (049) 52 8588  
Telex: AA28746  
Fax: (049) 52 9819

**WOLLONGONG**  
132 Keira Street  
Wollongong NSW 2500  
Phone: (042) 28 7266  
**GEELONG**  
Level 1,  
117 Myer Street  
East Geelong Vic 3219  
Phone: (052) 22 4999  
Fax: (052) 23 1961

**GIPPSLAND**  
Cnr Seymour St &  
Princess Highway  
Traralgon Vic 3844  
Phone: (051) 74 8566  
Fax: (051) 74 0075

**SOUTH AUSTRALIA**  
Engineering Employ-  
ers Association, SA  
136 Greenhill Road  
Unley SA 5061  
Phone: (08) 373 1433  
Telex: AA88370  
Fax: (08) 373 1437

**WESTERN AUSTRALIA**  
Metal Industries  
Employers' Association  
of Western Australia:  
190 Hay Street  
Perth WA 6000  
Phone: (09) 421 7555  
Telex: AA94124  
Fax: (09) 325 6550

## 15.2 AUSTRALIAN CHAMBER OF MANUFACTURES

**AUSTRALIAN  
CHAMBER OF  
MANUFACTURES**  
Industry House  
370 St Kilda Road  
Melbourne Vic 3001  
GPO Box 1469N  
Phone: (03) 698 4111  
Fax: (03) 699 1729

**VICTORIAN  
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Fax: (02) 261 465

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Fax: (003) 342 313  
or  
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# APPENDIX 1

## METAL INDUSTRY AWARD PART I FUTURE BROADBANDING ADJUSTMENTS

NOTE: These adjustments are to be absorbed into overaward payments so that no actual wage increase occurs. Where no overaward payment is made, employers may apply for an exemption. See Section 9.2.

OLD WAGE GROUP	NEW WAGE LEVEL	JULY '90 \$	JAN '91 \$	JULY '91 \$	OLD WAGE GROUP	NEW WAGE LEVEL	JULY '90 \$	JAN '91 \$	JULY '91 \$
G1	C6	-	-	-	G22	C12	-	-	-
G1A	C8	-	-	-	G23	C12	-	-	-
G2	C9	-	-	-	G24	C12	-	-	-
G3	C9	-	-	-	G25	C12	2.60	-	-
G4	C9	-	-	-	G26	C12	2.60	-	-
G5	C9	-	-	-	G27	C12	2.60	-	-
G6	C9	4.80	-	-	G28	C12	2.60	-	-
G7	C9	4.80	-	-	G29	C12	3.40	2.60	-
G8	C10	-	-	-	G30	C12	3.40	2.60	-
G9	C10	-	-	-	G31	C12	3.40	2.60	-
G10	C10	-	-	-	G32	C12	5.80	3.40	2.60
G11	See New Construction Award				G33	C12	5.80	3.40	2.60
G11A	See New Construction Award				G34	C13	-	-	-
G11B	C11	-	-	-	G35	C13	-	-	-
G12	C11	-	-	-	G36	C13	-	-	-
G12A	C11	-	-	-	G37	C12	5.80	3.40	2.60
G13	C11	-	-	-	G38	C13	-	-	-
G14	C11	-	-	-	G39	C13	-	-	-
G15	C11	-	-	-	G40	C13	1.40	-	-
G16	C11	-	-	-	G41	C12	5.80	3.40	2.60
G17	C11	-	-	-	G42	C13	2.40	-	-
G17A	C11	-	-	-	G43	C13	2.40	-	-
G17B	C11	-	-	-	G43A	C13	2.40	-	-
G17C	C11	-	-	-	G43B	C13	2.40	-	-
G18	C11	-	-	-	G44	C13	2.40	-	-
G18A	See New Construction Award				G45	C13	2.40	2.40	-
G19	C11	3.70	-	-	G46	C13	2.40	2.40	-
G20	C11	3.70	-	-	G47	C14	-	-	-
G20A	C11	3.70	-	-	G48	C14	-	-	-
G21	C11	3.70	-	-					

**METAL INDUSTRY AWARD PART II**

*FUTURE BROADBANDING ADJUSTMENTS AND COMPARATIVE SCHEDULE OF OLD AND NEW CLASSIFICATIONS*

*NOTE: These adjustments result from broadening existing classifications into 14 new levels. They are to be absorbed into overaward payments so that no actual wage increase occurs. Where no overaward payment is made, employers may apply for an exemption. See Section 9.2.*

<b>OLD CLASSIFICATION</b>	<b>NEW CLASSIFICATION WAGE LEVEL</b>	<b>JULY '90 \$</b>	<b>JAN '91 \$</b>	<b>JULY '91 \$</b>
<b>TRACER</b>	<b>Level 12</b>			
YEARS OF EXPERIENCE AS SUCH —				
— FIRST	12E	5.80	3.40	2.60
— THEREAFTER	12B	—	—	—
<b>DRAUGHTSMAN — DETAIL PLANNING ASSISTANT TECHNICAL ASSISTANT</b>	<b>Level 9</b>			
YEARS OF EXPERIENCE AS SUCH —				
— FIRST	9D	17.80	—	—
— SECOND AND THIRD	9A	—	—	—
— FOURTH	9A (plus 2%)	—	—	—
— THEREAFTER	9A (plus 7%)	—	—	—
<b>DRAUGHTSMAN SENIOR — DETAIL PLANNING TECHNICIAN TECHNICIAN</b>	<b>Level 6</b>			
YEARS OF EXPERIENCE AS SUCH —				
— FIRST	6D	15.60	—	10.50
— SECOND	6C	10.50	—	—
— THEREAFTER	6B	—	—	—
<b>DRAUGHTSMAN — DESIGNING PRODUCTION PLANNER TECHNICAL OFFICER</b>	<b>Level 4</b>			
YEARS OF EXPERIENCE AS SUCH —				
— FIRST	4B	19.10	—	—
— SECOND	4A	—	—	—
— THEREAFTER	4A (plus 5%)	—	—	—
<b>PRINCIPAL TECHNICAL OFFICER</b>	<b>Level 2</b>			
	2(b)	—	—	—

## APPENDIX 3

### METAL INDUSTRY AWARD PARTS I & II

*MINIMUM RATE ADJUSTMENTS APPLYING TO NEW CLASSIFICATION LEVELS (SUBJECT TO TESTING)* NOTE: These adjustments are to be absorbed into overaward payments so that no actual wage increase occurs. Where no overaward payment is made, employers may apply for an exemption.

PROPOSED NEW LEVELS	JULY '90 \$	JAN '91 \$	JULY '91 \$	PROPOSED NEW LEVELS	JULY '90 \$	JAN '91 \$	JULY '91 \$
Level 1				Level 7	6.30	6.30	6.50
Level 2a	9.80	9.80	10.00	Level 8	7.60	7.60	7.90
Level 2b	12.60	12.60	12.90	Level 9	5.10	5.10	5.40
Level 3	9.50	9.50	9.50	Level 10	4.50	4.50	4.60
Level 4	10.70	10.70	10.90	Level 11	4.40	4.40	4.70
Level 5	8.10	8.10	8.20	Level 12	3.30	3.30	3.60
Level 6				Level 13	2.20	2.20	2.30
Pt I	11.00	11.00	11.30	Level 14	3.10	3.10	3.10
Pt II	8.40	8.40	8.60				

#### Minimum Rate Adjustment

In its August 1989 National Wage Case decision the Australian Industrial Relations Commission decided to establish new, higher minimum award rates in all federal awards as part of the process of restructuring awards.

The Commission established a benchmark award rate for a fitter (G10) under the Metal Industry Award. The Commission then established award wage relativities for other award classifications. The result is that award rates for all classifications must be increased, over time, in order to meet these relativities.

These increases are known as the Minimum Rate Adjustments. They are separate from the Structural Efficiency Increase and broad-banding adjustments.

## APPENDIX 4

### METAL INDUSTRY (ENGINE DRIVERS' AND FIREMEN'S) AWARD

*MINIMUM RATE ADJUSTMENTS APPLYING TO PROPOSED NEW CLASSIFICATION LEVELS (SUBJECT TO TESTING)*

NOTE: These adjustments are to be absorbed into overaward payments so that no actual wage increase occurs.

	JULY '90 \$	JAN '91 \$	JULY '91 \$
<b>LEVEL 13</b>	2.20	2.20	2.30
<b>LEVEL 12</b>	3.30	3.30	3.60
<b>LEVEL 11</b>			
A	4.40	4.40	4.70
A. (ii)	1.00	4.40	4.70
<b>LEVEL 10</b>	4.50	4.50	4.60
<b>LEVEL 9</b>	5.10	5.10	5.40
<b>LEVEL 8</b>	7.60	7.60	7.90
<b>LEVEL 7</b>	10.80	10.80	10.90

**METAL INDUSTRY (ENGINE DRIVERS' AND FIREMEN'S) AWARD**  
*FUTURE BROADBANDING ADJUSTMENTS (SUBJECT TO TESTING)*

*NOTE: These adjustments are to be absorbed into overaward payments so that no actual wage increase occurs. See Section 9.2.*

	<b>JULY '90</b> \$	<b>JAN '91</b> \$	<b>JULY '91</b> \$
<b>LEVEL 13</b>			
B.	—	—	—
A.	—	—	—
<b>LEVEL 12</b>			
D.	3.40	2.60	—
C.	2.60	—	—
B.	—	—	—
A.	—	—	—
<b>LEVEL 11</b>			
C.	3.70	—	—
B.	—	—	—
A.	—	—	—
A. (ii)	—	—	—

	<b>JULY '90</b> \$	<b>JAN '91</b> \$	<b>JULY '91</b> \$
<b>LEVEL 10</b>			
C.	11.90	—	—
B.	—	—	—
A.	—	—	—
<b>LEVEL 9</b>			
C.	4.80	—	—
B.	—	—	—
A.	—	—	—
<b>LEVEL 8</b>	—	—	—
<b>LEVEL 7</b>	—	—	—

## APPENDIX 6

### METAL INDUSTRY AWARD PART I

#### COMPARATIVE SCHEDULE OF OLD CLASSIFICATIONS AND NEW BROADBANDED WAGE LEVELS

##### DIVISION A

##### GENERAL ENGINEERING (INCLUDING WINDOW-FRAME AND AGRICULTURAL IMPLEMENT MAKING)

###### NEW BROADBANDED WAGE LEVEL

1. Assembler — window-frame making (as defined) (non-tradesman) .....	12D
2. Brass finisher (tradesman) .....	10
3. Brass finisher — 2nd Class .....	12A
4. Engraving machinist — 1st class (NSW only) .....	10
5. Fitter (as defined) .....	10
6. Fitter, agricultural (non tradesman) .....	12D
7. Fitter, turbine blade .....	10
8. Hand engraver (NSW only) .....	9C
9. Inspector (as defined) .....	9A
10. Key seating machinist .....	12B
11. Locksmith (as defined) .....	10
12. Machine setter .....	10
13. Machinist — 1st class (as defined) ....	10
14. Machinist — 2nd class (as defined) .....	12A
15. Machinist — 3rd class (as defined) .....	13A
16. Marker off (i.e. a fitter the greater part of whose time is occupied in marking off) .....	9C
16a. Mechanical Tradesperson — Special class (as defined) .....	8
17. Motor cycle mechanic .....	11B
18. Motor mechanic (as defined) .....	10
19. Mould polisher .....	13B
20. Patternmaker (as defined) .....	9A
21. Pipe fitter on low pressure work .....	12B
22. Plant mechanic (as defined) (NSW only) .....	10
23. Refrigeration mechanic or serviceman .....	10
24. Safemaker and/or repairer (security work) .....	10
25. Scale maker and/or adjuster .....	10
26. Scientific instrument maker (as defined) .....	9A
27. Toolmaker (as defined) .....	9A
28. Turner .....	10

29. Wet stone grinder and glazer (tradesman) .....	10
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##### DIVISION B

##### SMITHING

30. Angle-iron smith .....	10
31. Annealer and/or case hardener .....	11C
32. Blacksmith's machinist .....	13A
33. Blacksmith's striker .....	13C
34. Blacksmith's striker on double fires and other assistant .....	13A
35. Deleted	
36. Coppersmith .....	10
37. Forger and/or faggoter .....	9B
38. Forger's assistant .....	13B
39. Forge fumaceman .....	11B
40. Forge fumaceman's assistant .....	13B
41. Hammer driver .....	13A
42. Heat treater (as defined) .....	10
43. Heater treater not subject to plant metallurgical supervision .....	9C
44. Heat treater operative (as defined) .....	12E
45. Smith — other (as defined) .....	10
46. Tilter .....	12B
47. Toolsmith .....	10

##### DIVISION C

##### BOILERMAKING AND STEEL CONSTRUCTION

48. Deleted	
49. Boilermaker and/or structural steel tradesman (as defined) .....	10
50. Boilersmith .....	10
51. Driller using portable machines .....	11B
52. Driller using stationary machines .....	13C
53. Holder-up whether using hand or machine dolly of any kind, including all work incidental thereto .....	12E
54. Machinist, steel construction — 1st class (as defined) .....	12E
2nd class (as defined) .....	13D



55. Marker off, (a tradesman the greater part of whose time in any weekly pay period is occupied in marking off and/or template making) .....	9C
56. Plate setter and frame bender .....	10
57. Rivet-heater (a tradesman employed as such in this Division who, in the course of his work, is called upon to operate any machine shall be paid at the wage rate prescribed for a tradesman for all work done) .....	13B

#### **DIVISION D**

##### *WELDING*

58. Welder — special class (as defined) .....	9C
59. Welder — 1st class (as defined) .....	10
60. Welder — 2nd class (as defined) .....	12E
61. Welder — 3rd class (as defined) .....	13D
62. Welder — tack .....	13B

#### **DIVISION E**

##### *FOUNDRY*

63. Assistant furnaceman .....	13A
64. Casting chipper .....	13A
65. Core stove or oven attendant .....	13A
66. Dresser and grinder (when using portable machine) .....	12E
67. Dresser and grinder (other) .....	13A
68. Dresser, shot blast and sand blast —	
(a) who operates from outside properly enclosed cabin .....	13A
(b) other .....	12C
69. Furnaceman — cupola .....	12B
70. Furnaceman — electric .....	12B
71. Furnaceman — other .....	12C
72. Jobbing Moulder and/or coremaker (as defined) .....	10
73. Ladleman .....	13A
74. Loader and unloader of annealing furnace .....	13A

75. Plate or machine moulder and/or coremaker (as defined) —	
1st six months' experience .....	13B
2nd six months' experience .....	13B
3rd six months' experience .....	12E
Thereafter .....	12B

Experience for the purpose of calculating the wage rates payable to plate or machine moulders and/or coremakers shall include all experience as the case may be whether as a moulder or a coremaker jobbing or machine as the case may be whether as a junior or an adult.

76. Shell moulding operative .....	13B
77. Sand mixing machine operator .....	12E
78. Tapper-out .....	13A
79. Emery wheel attendant .....	13B
80. Employee directly assisting an employee whose wage rate is equal to or in excess of that prescribed for Classification 19 — Mould Polisher for the relevant area .....	13D
81. Employee directly assisting a tradesman .....	12E
82. Other employees with not less than three months' experience in the metal trades industry .....	13E
83. Employee not elsewhere classified .....	14
84. Dogman .....	12D

#### **DIVISION F**

##### *ELECTROPLATING*

85. Electroplater — 1st class (as defined) .....	10
86. Electroplater — 2nd class (as defined) .....	12A
87. Electroplater — 3rd class (as defined) .....	13D
88. Maker-up (Tubemakers of Australia Ltd) .....	12B
89. Polisher — 1st class (as defined) (respondent employers in South Australia and Metal Trades Industry Association of Australia in New South Wales and Queensland only) .....	11C

90. Polisher — other (respondent employers in South Australia and Metal Trades Industry Association of Australia in New South Wales and Queensland only) 12E

## DIVISION G

### SILVERPLATED WARE

91. Electroplater — 1st class (as defined) ..... 10  
 92. Electroplater — 2nd class (as defined) ..... 12A  
 93. Electroplater — 3rd class (as defined) ..... 13D  
 94. Silverplate tradesman (as defined) ... 10  
 95. Drop hammer stamper who puts in die and makes force ..... 11A  
 96. Spinner — 1st class (as defined) ..... 11A  
     — other ..... 13B  
 97. Assembler (as defined) ..... 12E  
 98. Polisher — 1st class (as defined) .... 11C  
     — other ..... 12E

## DIVISION H

### ELECTRICAL

#### (a) GENERAL

99. Battery attendant ..... 13D  
 100. Battery fitter (as defined) ..... 10  
 101. Deleted  
 102. Cable jointer (as defined) on high tension (over 6,600) volts ..... 11B  
 103. Cable jointer (as defined) on low tension (under 6,600) volts ..... 11B  
 104. Cable jointer's mate ..... 13D  
 105. Coremaker (transformers) ..... 13B  
 106. Electrical fitter (as defined) and/or armature winder ..... 10  
 107. Electrical fitter's and mechanic's assistant ..... 12E  
 108. Electrical instrument maker and/or repairer (as defined) ..... 9B  
 109. Electrical mechanic (as defined) ..... 10  
 110. Electrician in charge of electric supply undertaking ..... 9A

111. Electrician in charge of plant and/or installation ..... 10  
 112. Electrician — special class (as defined) ..... 8  
 112a. Electronics tradesman (as defined) .... 6  
 113. Installation — Inspector and/or tester 10  
 114. Linesman (as defined) ..... 11C  
 115. Linesman's assistant (as defined) ... 13D  
 116. Deleted  
 117. Meter tester — 1st grade (as defined) ..... 11C  
 118. Meter tester — 2nd grade (as defined) ..... 12D  
 118a. Deleted  
 119. Deleted  
 120. Shift electrician (as defined) ..... 10  
 121. Refrigeration mechanic or serviceman ..... 10  
 122. Switchboard attendant ..... 12A  
 123. Telegraph mechanic and/or serviceman ..... 10

#### (b) RADIO SECTION

124. Radio repairer (factory) ..... 12E  
 125. Radio serviceman ..... 11B  
 126. Radio wirer, i.e. employee wiring a complete set from a circuit diagram or model other than on production line ..... 13D  
 127. Power tube operative (as defined) —  
     1st six month's experience ..... 13D  
     Thereafter ..... 13A  
 128. Tradesman (Radio) (as defined) ..... 10  
 129. Radio tester (as defined) ..... 11C  
 130. Final tester and fault finder (as defined) ..... 11B

#### (c) SECONDARY AUTOMOTIVE AND INDUSTRIAL BATTERY MANUFACTURE

131. Battery repairer (as defined) ..... 12E  
 132. Moulding of grids ..... 12E  
 133. Formation hand ..... 13B  
 134. Group connector and post burning 13A  
 135. Paste mixing and plate pasting ..... 12E  
 136. Plate assembler (as defined) ..... 12C

137. Examiner (as defined) .....	13B
137a. Battery process worker (as defined) .....	13C

#### **DIVISION I**

##### *TRADESMEN NOT ELSEWHERE SPECIFIED*

138. Carpenter or joiner .....	10
139. Plumber .....	10

#### **DIVISION J**

##### *SHEET METAL*

#### **(a) SHEET METAL SECTION**

140. Sheet metal worker — 1st class (as defined) .....	10
141. Sheet metal worker — 2nd class (as defined) .....	12A
142. Coremaker (transformers) .....	13B
143. Die setter .....	13B
144. Die setter press operator working from blueprints or plans .....	11C
145. Drop hammer stamper .....	13D
146. Guillotine operator (as defined) .....	11C
147. Guillotine operator (other) .....	13D
148. Guttering machinist .....	13D
149. Nameplate camera operator .....	13A
150. Nameplate etcher .....	13A
151. Power machinist (not otherwise specified) .....	13D
152. Press Operator (heavy) .....	13D
153. Press Operator (light) .....	13D
154. Silk Screen maker .....	12E
155. Silk Screen operator .....	13D
156. Solderer and dipper .....	13D
157. Spinner — — 1st class (as defined) .....	11A
— other .....	13B
158. Spray painter (on both prime and finish coat) .....	12C
159. Spray painter (on one coat work) .....	12E

#### **(b) CANISTER MAKING SECTION**

160. Canister maker by hand and rivetter by hand .....	13B
161. Deleted	
162. Deleted	
163. Die setter and/or machine setter and/or leading press hand .....	12C
164. Operator of power capping machines or metal pots on automatic machines .....	13D
165. Operator of other power presses and other power machines .....	13D
166. Solderer and dipper .....	13D

#### **(c) PAINTING AND JAPANING SECTION**

167. Deleted	
168. Dipper .....	13D
169. Deleted	
170. Painter and lacquerer .....	13D

#### **DIVISION K**

##### *GALVANISING*

171. Assistant working over metal pot .....	13D
172. Galvaniser .....	12B
173. Pickler .....	13C
174. Tinner and grease tinner .....	12C
175. All others in this Division .....	13E

#### **DIVISION L**

##### *PORCELAIN ENAMELLING*

#### **(a) WET (SOUTH AUSTRALIA)**

176. Fuser .....	12D
177. Fuser's attendant .....	13D
178. Deleted	
179. Mixer .....	13D
180. Pickler .....	13E
181. Stencil cutter .....	12C

#### **(b) WET — INCLUDING WORK ON SHEET METAL (ALL STATES OTHER THAN SOUTH AUSTRALIA)**

182. Deleted	
183. Fuser .....	12D

184. Fuser's assistant .....	13D
185. Fuser on medallions, badges or buckles .....	13D
186. Inspector — 1st class (i.e. one who inspects finished enamel work as to quality) .....	13D
187. Inspector — other .....	13E
188. Mill hand and mixer .....	13D
189. Packer and/or despatcher .....	12C
190. Pickler .....	13C
191. Racksman .....	13E
192. Sand and shot blaster .....	12C
193. Sprayer, grip and/or colour coats .....	12D
194. Swiller, gripper and brusher .....	13D

**(c) DRY — (NEW SOUTH WALES AND QUEENSLAND)**

195. Checker .....	13A
196. Deleted	
197. Deleted	
198. Fireman .....	13D
199. Gripper (brush) .....	13D
200. Gripper (spray) .....	13D
201. Mill hand and mixer .....	12E
202. Packer and/or despatcher .....	12C
203. Painter (brush) .....	13D
204. Painter (spray) .....	13A
205. Shot and sand blast dresser .....	12C
206. Other employees with not less than three months experience in the metal trades industry .....	14
207. All other labourers .....	14

**DIVISION M**

*STOVEMAKING*

208. Blacksmith (repetition stove) .....	13B
209. Deleted	
210. Checker .....	13A
211. Deleted	
212. Coppersmith on wash coppers and side boilers for stoves (hand) .....	12D
213. Coppersmith on wash coppers and side boilers for stoves (machines) .....	13B

214. Employees delivering material to fitters and taking finished articles from fitters .....	13E
215. Fitter, making, repairing, setting or installing, cooking stoves, ovens, gas or electric stoves over 1500mm in width and/or other heating and cooking appliances customarily used in cafes, kitchens, restaurants, hotels and ships, and produced by jobbing methods .....	11B
216. Fitter, making, repairing, assembling, reassembling, setting, installing or testing cooking stoves, ovens, gas or electric stoves over 900mm in width and up to 1500mm in width .....	12C
217. Fitter, making, repairing, assembling, reassembling, setting, installing or testing cooking stoves, ovens, gas or electric stoves 900mm or under in width .....	13A
218. Deleted	
219. Deleted	
220. Deleted	
221. Deleted	
222. Pattern fitter and pattern filer .....	12C
223. Storeman (general store) .....	12C
224. Deleted	
225. Packer and/or despatcher .....	12C

**DIVISION N**

*DELETED*

226. Deleted	
227. Deleted	
228. Deleted	
229. Deleted	
230. Deleted	
231. Deleted	
232. Deleted	

**DIVISION O****STEEL PIPE MAKING  
(OTHER THAN DRAWN PIPES)**

**THIS DIVISION SHALL ONLY APPLY FOR THE  
EMPLOYEES OF STEEL MAINS PTY LTD, AND  
PETER VERHEUL PTY LTD IN NEW SOUTH  
WALES, QUEENSLAND AND VICTORIA.**

233. Deleted	
234. Cement Mixer .....	13B
235. Cement liner .....	12E
236. Cement liner operator .....	12B
237. Deleted	
238. Employee rounding and straightening steel pipes .....	13A
239. Employee on tar dip and sand rolling .....	13B
240. Tar enamel coating machine operator .....	12B
241. Faucet maker in charge of furnace	12D
242. Faucet maker's assistant .....	13B
243. Machine operator (in charge of machines) .....	12E
244. Pipe Builder .....	12E
<b>DIVISION P</b>	
<b>PLASTICS</b>	
P.1 Machine operator (as defined) (including an employee who operates an extrusion, injection moulding, blow moulding, compression moulding, vacuum forming or R.F. welding machine or any other machine processing plastic articles) .....	12B
P.2 Machine operator (other) (as defined) (including an employee who operates an extrusion, injection moulding, blow moulding, compression moulding, vacuum forming or R. F. welding machine or any other machine processing plastic articles) .....	13D
P.3 Examiner of materials — part finished or finished products (as defined) .....	13B
P.4 Impregnating machine operator (as defined) .....	13A
P.5 Laminating machine operator (as defined) .....	13A
P.6 Silk screen maker .....	12E
P.7 Silk screen operator .....	13D
P.8 FRP (including fibre-glass) hand laminator — class 1 (as defined) ....	11C
P.9 FRP (including fibre-glass) hand laminator — class 2 (as defined) ....	12D
P.10 FRP (including fibre-glass) laminator — other .....	13B
P.11 FRP (including fibre-glass) mould maker .....	11C
P.12 FRP (including fibre-glass) assembler (as defined) .....	13A
P.13 FRP (including fibre-glass) spray gun operator .....	12E
P.14 Press Operator — rigid and semi-rigid plastics (as defined) .....	12E
P.15 Thermo welder/fabricator — rigid and semi-rigid plastics (as defined) .....	11C
P.16 Workers engaged in the process of synthetic foams made from polyester isocyanate compositions on the following classes of work:	
(a) Operator in charge of foaming machine .....	12C
(b) Assistant on foaming machine .....	13D
(c) Operator of trimming or cutting machine required to exercise discretion in setting up machine .....	13B
(d) Operator of trimming or cutting machine — other .....	13D
P.17 Workers on styrene foam or similar foam compositions or metal-foam laminates on the following classes or work:	
(a) Moulding .....	13B
(b) Operator of trimming or cutting machine required to measure and/or exercise discretion in setting up machine .....	13B
(c) Operator of trimming or cutting machine — other .....	13D
P.18 Sewing machinist .....	13D

**DIVISION Q***ELECTRICAL ADVERTISING AND  
FLUORESCENT LIGHTING*

252. Glass tube bender ..... 11C  
 253. Vacuum pumper ..... 13D

**DIVISION R***DELETED*

254. Deleted  
 255. Deleted  
 256. Deleted  
 257. Deleted  
 258. Deleted  
 259. Deleted  
 260. Deleted  
 261. Deleted  
 262. Deleted  
 263. Deleted  
 264. Deleted  
 265. Deleted  
 266. Deleted  
 267. Deleted

**DIVISION S***DELETED*

268. Deleted  
 269. Deleted  
 270. Deleted  
 271. Deleted

**DIVISION T***BRADFORD KENDALL FOUNDRIES, A  
DIVISION OF THE ANI CORPORATION LTD,  
QUEENSLAND*

272. Griffin wheel plant attendant ..... 12D

**DIVISION U***IRONWORKING AND GENERAL*

273. Assistant furnaceman ..... 13B

274. Attendant at small rivet heating, bolt heating or similar types of fires or furnaces ..... 13B  
 275. Bender of iron and steel frames used for reinforcing concrete ..... 13B  
 276. Block and tackle hand ..... 13B  
 277. Boiler (inside chipper and cleaner) ..... 12E  
 278. Cold saw operator ..... 13A  
 279. Die caster ..... 12C  
 280. Dogman and/or crane chaser ..... 12E  
 281. Dogman and/or crane chaser working with mobile equipment (as defined) ..... 11A  
 282. Dresser and grinder (when using portable machines) ..... 12E  
 283. Dresser and grinder (other) ..... 13A  
 284. Dresser, shot blast and sand blast —  
 (a) who operates from outside a properly enclosed cabin ..... 13C  
 (b) other ..... 12C  
 285. Emery wheel attendant ..... 13B  
 286. Fork lift driver  
 (a) lifting capacity up to 4550 kg ..... 11B  
 (b) lifting capacity over 4550 kg ..... 11A  
 287. Friction saw operator ..... 13D  
 288. Furnaceman (as defined) —  
 electric ..... 12C  
 289. Furnaceman (as defined) — other ..... 12C  
 290. Furnaceman (as defined) on heavy angle iron or heavy plate ..... 12B  
 291. Grinding machine or emery wheel operator ..... 13B  
 292. Ladleman ..... 13D  
 293. Lagger (as defined)  
 1st six months' experience ..... 13D  
 2nd six months' experience ..... 13B  
 Thereafter ..... 12E  
 293a. Insulator (as defined)  
 1st six months' experience ..... 12E  
 2nd six months' experience ..... 12C  
 Thereafter ..... 12A  
 294. Mobile crane driver ..... 11C  
 295. Oiler (overhead) ..... 13D

296. Spray Painter (Ironwork and/or brush hand) .....	13A
297. Deleted	
298. Polisher .....	13A
299. Press and block hand assisting a boilermith or angle Ironsmith .....	13A
300. Process worker (as defined) (all divisions) .....	13C
301. Rigger and/or splicer — other than on construction work (as defined) (NSW and Queensland only) .....	11A
302. (i) Rigger and/or splicer — other than on construction work (as defined) (South Australia, except for BHP Co Ltd. Tasmania and Victoria only)	
(a) Less than twelve months' experience as a rigger and/or splicer within or without the metal trades industry .....	11B
(b) Thereafter .....	11A
302. (ii) Rigger and/or splicer employed by the Broken Hill Proprietary Company Ltd, in South Australia	
(a) Less than twelve months' experience as a rigger and/or splicer within or without the metal trades industry .....	11B
(b) Thereafter .....	11A
303. Watchman and/or gatekeeper (NSW only) .....	12C
304. Deleted	
305. Employee directly assisting an employee whose wage rate is equal to or in excess of that prescribed for classification 19 — Mould polisher for the relevant area .....	13D
306. Employee directly assisting a tradesman .....	12E
307. Other employees with not less than three months' experience in the metal trades industry .....	14
308. Employees not elsewhere classified ...	14

## DIVISION V

### PRODUCTION OF INDUSTRIAL GASES

#### THE COMMONWEALTH INDUSTRIAL GASES LIMITED, AND LIQUID AIR AUSTRALIA LIMITED, ONLY

309. Oxygen plant operator .....	11B
309a Plant Operator (Sole) (as defined) .....	11A
310. Assistant oxygen plant operator, acetylene plant or other gas plant operator .....	12B
311. General process hand .....	12E
312. Operator dry ice machine .....	13D

## DIVISION W

### DIAMOND BIT DRILLS

313. Diamond bit mould spotter (as defined) .....	12B
314. Diamond bit mould setter (as defined) .....	12C
315. Diamond bit mould filler (as defined) .....	13C

## DIVISION X

### WIRE REINFORCING & WELDED WIRE MESH

316. Fabric machine operator — Grade 1 (as defined) .....	11C
317. Bending machine operator .....	12C
318. Fabric machine operator (other) .....	12D
319. Bar shear operator .....	12D
320. Fitment machine operator .....	12D
321. Fabric shaper (as defined) .....	12D
322. Fabric shaper (other) .....	13A
323. Machine Operator (general) .....	13A
324. Machine assistant .....	13B

## DIVISION Y

### WIRE WORKING

325. Wire worker — Grade I (as defined) .....	11B
326. Wire worker — Grade II (as defined) .....	11C

327. Wire worker — Grade III (as defined) .....	12C
328. Wire worker — Grade IV (as defined) .....	12D
329. Framemaker (as defined) .....	12D
330. Erector (as defined) .....	12D
331. Wire worker (other) .....	13B

#### **DIVISION Z**

##### *STORES*

332. Tool and/or material storeman (as defined) .....	12C
333. Storeman and/or packer (as defined) .....	12C
334. Storeman in charge of store .....	11C

#### **DIVISION AA**

##### *ELECTRICAL TRADES UNION OF AUSTRALIA AND TYREE INDUSTRIES (VICTORIA) PTY LTD AND WILSON ELECTRICAL TRANSFORMER CO PTY LTD*

335. Coil winders, heavy .....	11B
336. Transformer assemblers .....	12B

#### **DIVISION AB**

##### *THE BROKEN HILL PROPRIETARY CO LTD*

337. Deleted	
338. Deleted	
339. General Assistant .....	13D

#### **DIVISION AC**

##### *THE FEDERATED IRONWORKERS' ASSOCIATION AND MRI PTY LTD UNANDERRA*

340. Platform operator .....	12B
341. Machine operator .....	12C
342. Tin meltman .....	12D
343. Stannachlor operator .....	12D
344. Tank farmer .....	12E
345. General hand .....	13D

#### **DIVISION AD**

##### *INDUSTRIAL INSTRUMENTATION*

346. Instrument tradesman (as defined)	9A
347. Instrument tradesman complex systems (as defined) .....	8
348. Instrumentation and controls tradesman (as defined) .....	6

#### **DIVISION AE**

##### *WATER HEATER DIVISION — RHEEM AUSTRALIA LIMITED AND AMALGAMATED METAL WORKERS' UNION*

349. Model Maker (as defined) .....	9A
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#### **DIVISION AF**

##### *SHIPBUILDING AND BOATBUILDING — REPAIR AND MAINTENANCE*

350. Shipwright/Boatbuilder .....	10
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**METAL INDUSTRY (ENGINE DRIVERS AND FIREMEN'S) AWARD**  
*COMPARATIVE SCHEDULE OF OLD CLASSIFICATIONS AND NEW BROADBAND WAGE LEVELS*

**ADULTS** **NEW WAGE LEVEL**

**DIVISION A**

*STATIONARY ENGINE DRIVERS*

Steam Engine —	
First Class .....	11B
First Class with Condenser .....	11A(ii)
Second Class .....	11C
Second Class with Condenser .....	11B
Suction Gas and Other Internal Combustion Engine	
Under 35kW Brakepower .....	12B
35kW Brakepower or Over but Under 180kW Brakepower .....	11C
180kW Brakepower and Over .....	11A

*ELECTRIC MOTOR ATTENDANTS*

On Motors Over 180kW Power .....	11B
On Motors 70kW Power up to 180kW Power .....	12C
On Motors Under 70kW Power .....	13A

*When an employee attends two or more motors he/she shall be paid at a rate calculated on the aggregate power of such motors.*

**DIVISION B**

*LOCOMOTIVE ENGINE DRIVERS*

If human beings other than train crew are sometimes or always carried .....	11A(ii)
Others .....	11A

**DIVISION C**

*WINCH DRIVERS*

If Winches on Power House Construction .....	11C
Others .....	12B

**DIVISION D**

*CRANE DRIVERS*

Lofty Cranes —	
First Class .....	11A(ii)
Second Class .....	11A(ii)
Third Class .....	11B
Cantilever Cranes .....	11A
Cranes Transporting Molten Metal in Foundries .....	11A
Steam Travelling Cranes —	
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Pneumatic tyred tractors using power operated attachments up to 35kW brake power.

Crawler tractors using power operated attachments up to and including Class 2.

Road roller, power vibrating under 4 tonnes.

Road roller, powered under 8 tonnes.

Second driver — Navy and dragline — or dredge-type excavation.

Pile driving machine.

**Group 3**

Pneumatic tyred tractor not using power operated attachments over 70 and up to 110kW brake power.

Pneumatic tyred tractor using power operated attachments over 35 and up to 70kW brake power.

Crawler tractor using power operated attachments Class 3 and 4.

Road roller, powered 8 tonnes and over.

Road roller, powered, vibrating 4 tonnes and over.

Loaders up to and including 0.75 cubic metre.

**Group 4**

Pneumatic tyred tractor using power operated attachments over 70kW and up to 110kW brake power.

Crawler tractor not using power operated attachments above Class 5.

Crawler tractor using power operated attachments Class 5 and 6.

Excavator up to and including 0.5 cubic metre capacity.

Grader, power operated below 35kW brake power.

Loaders, front-end or overhead 0.75 cubic metre up to and including 2.25 cubic metres.

Scraper, self powered under 10 cubic metres struck capacity.

**Group 5**

Pneumatic tyred tractor using power operated attachments in excess of 110kW brake power.

Crawler tractor using power operated attachments Class 7 and 8.

Excavator above 0.5 cubic metres and up to and including 2.25 metres.

Grader, power operated below 35kW brake power.

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Scrapers, self powered over 10 cubic metres and up to and including 20 cubic metres struck capacity

**Group 6**

Crawler tractor using power operated attachments Class 9.

Excavators, over 2.25 cubic metres.

Grader, power operated over 70kW brake power.

Loaders, front-end and overhead over 4.5 cubic metres capacity.

Scraper, self powered over 20 cubic metres struck capacity.

### METAL INDUSTRY AWARD PART I

#### NEW AWARD PROVISIONS FOR THE EMPLOYMENT OF TRAINEES

##### 13A — TRAINEESHIP (ATS)

###### (a) OBJECTIVE

This Clause sets out the basis for the voluntary employment by employers bound by this Award of Trainee under the Australian Traineeship System (ATS). The Australian Traineeship System comprises structured on-the-job training with an employer and off-the-job training by a training provider approved by an appropriate State Industry Training Authority.

The object of this Clause is to provide the form and substance of the conditions of employment, including the rates of pay, applicable to persons engaged under the Australian Traineeship System. The purpose is to enhance the skill levels and future employment prospects for young people.

An objective of the Australian Traineeship System is to provide additional employment and training opportunities for young people.

###### (b) CONDITIONS OF TRAINING

- (i) A Trainee (ATS) shall attend an on and off-the-job training course or programme approved by the industrial parties involved and as prescribed in the relevant Training Agreement as notified to the Trainee (ATS) by the appropriate State Training Authority.
- (ii) The employer shall ensure that the Trainee (ATS) attends the prescribed off-the-job training course and is provided with on-the-job training approved by the appropriate State Training Authority.

- (iii) All such training shall be in accordance with the requirements of the appropriate State Training Authority.

###### (c) CONDITIONS OF EMPLOYMENT

- (i) The Trainee (ATS) shall be engaged for a period of twelve months as a full-time employee provided that the Trainee shall be subject to a satisfactory probationary period of one month which may be reduced at the discretion of the employer.
- (ii) The Trainee is permitted to be absent from work without loss of continuity of employment to attend off-the-job training in accordance with the Training Agreement.
- (iii) Where the employment of a Trainee by an employer is continued after the completion of the Traineeship period that period shall be counted as service for the purpose of this Award and long service leave requirements.
- (iv) Overtime and Shiftwork shall not be worked by Trainees (ATS) except in the circumstances where the section in which the Trainee (ATS) is receiving on-the-job training is required to work overtime, or the work of the section is normally carried out by shifts as prescribed by the Award. No Trainee (ATS) shall be required to work overtime or shiftwork on his/her own. The Trainee wage shall be used as the basis for the calculation of overtime and/or shift penalty rates prescribed by the Award.

- (v) Trainees (ATS) who fail to either complete the Traineeship course or who cannot for any reason be placed in full-time employment with the employer on successful completion of the Traineeship course shall not be entitled to any severance payment in accordance with subclause (c) of Clause 42 of this Award.
- (vi) All other terms and conditions of the Award shall apply unless specifically varied by this Clause.

#### *(d) WAGES*

The weekly wages payable to Trainees (ATS) shall be determined by multiplying the appropriate Junior Rate as prescribed in subclause 13(a) of this Award, or the agreed weekly wage paid at the enterprise, by 39 which represents the actual weeks spent on the job and dividing that sum by 52 to provide a weekly wage. Further the rate determined shall in no case be less than the minimum rate prescribed by the ATS guidelines.

In order to achieve stability of income and related living standards these rates will be paid as a weekly wage and will be unaffected by the 13 weeks off-the-job training to be carried out during the twelve month training period.

#### *(e) REVIEW*

Parties to the Award agree that a jointly conducted comprehensive review of the effectiveness of the ATS Traineeship System and its applicability to the development of career paths in the industry shall be undertaken to determine whether or not the Traineeship should continue in its existing form.

## APPENDIX 9

### METAL INDUSTRY AWARD PART I

#### NEW AWARD PROVISIONS FOR THE EMPLOYMENT OF ADULT APPRENTICES

##### 14A – ADULT APPRENTICES

###### (a) DEFINITION

For the purposes of this Award an adult apprentice means a person of 21 years of age or over at the time of entering into an indenture to one of the trades specified in Clause 14 of this Award.

###### (b) APPLICATION OF GENERAL CONDITIONS OF APPRENTICESHIP

The provisions of Clause 14 herein shall apply to adult apprentices unless specifically provided otherwise by this Clause.

###### (c) CONTRACT OF INDENTURE

- (i) A suitable contract of indenture shall be drawn up between the adult apprentice and the employer stipulating:—
1. the names of the parties;
  2. a statement of the trade or trades to which the adult apprentice is to be bound and which he or she is to be taught during the course and for the purpose of the apprenticeship;
  3. the duration of the contract;
  4. the credits to be granted in accordance with sub-clause (ii) below;
  5. the details of the training to be successfully completed in order to gain recognition as a tradesperson;
  6. A covenant by the employer to teach and instruct or cause the adult apprentice to be taught or instructed in the trade to which the adult apprentice is bound;

7. a covenant that for the duration of the contract of indenture the adult apprentice shall be of good conduct and shall diligently pursue his/her course of instruction;
  8. the date of which the apprenticeship is to commence or from which it is to be calculated;
  9. all other conditions of apprenticeship;
- (ii) The training to be completed by an adult apprentice under a contract of indenture will be determined by the relevant State Training Authority through its approved agencies based upon training credits being granted for the relevant working experience and educational standard obtained by the apprentice.

###### (d) WAGE RATE

- (i) Where a person was employed by an employer in the metal and engineering industry immediately prior to becoming an adult apprentice with that employer, such person shall not suffer a reduction in the rate of pay by virtue of becoming indentured.

For the purpose only of fixing a rate of pay the adult apprentice shall continue to receive the rate of pay that is from time to time applicable to the classification or class of work specified in Clause 8 of this Award and in which the adult apprentice was engaged immediately prior to entering into the contract of indenture.

- (ii) Subject to clause (i) hereof the rate of pay of an adult apprentice shall be the minimum wage prescribed by clause 9 hereof or the rate prescribed by sub-clause 14 (j) hereof for the relevant year of apprenticeship whichever is the greater.

*(e) PROPORTION*

An adult apprentice shall not be taken into account in determining the ratio of apprentices to tradespersons as prescribed by sub-clause 14(g) hereof.

*(f) PREFERENCE*

- (i) Preference of employment as an adult apprentice should be given to an applicant who is currently employed by the employer so as to provide for genuine career path development.
- (ii) Adult apprentices shall not be employed at the expense of other apprentices.

*(g) REVIEW*

Parties to the Award agree that a jointly conducted comprehensive review of the effectiveness of adult apprenticeships shall be undertaken to determine whether or not adult apprenticeships should continue in their existing form. One issue to be considered is the age at which persons will be regarded as adult apprentices.

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*This manual is  
a joint publication  
of the*

**METAL TRADES INDUSTRY  
ASSOCIATION OF AUSTRALIA**

**AUSTRALIAN CHAMBER  
OF MANUFACTURES**

**METAL TRADES FEDERATION  
OF UNIONS**

*issued to assist in the  
successful implementation  
of award restructuring  
in the metal and  
engineering industry*

