
HESTON MRO – ENTERPRISE AGREEMENT**Contents**

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1.1 Preliminary

1.1.1 Title

This Agreement shall be known as the **Heston MRO – Enterprise Agreement**.

1.1.2 Agreement Coverage

- a) The parties bound to this Agreement are:
 - i. Heston MRO Pty Ltd (ABN 93 087 113 237); and
 - ii. The employees of the Employer engaged in the maintenance and servicing of aircraft and for whom there is a classification in this Agreement.
- b) This Agreement also covers ALAEA and the AWU, subject to the employee organisation making an application under section 183 of the Act.

1.1.3 Date and Period of Operation

- a) This Agreement shall commence operation seven days from the date of approval by the FWC.
- b) The nominal expiry date of the Agreement is the date that is four years from the date the FWC approves this Agreement.

1.1.4 Scope and Application of the Agreement

- a) This Agreement shall apply to any employees of the Employer who are engaged in the maintenance, repairing and servicing of aircraft and for whom there is a classification in this Agreement.
- b) While this Agreement is in operation, the Award does not apply to Employees to whom this Agreement applies.
- c) This Agreement supersedes and replaces the Heston MRO-Enterprise Agreement (AG2020/1685).
- d) This Agreement will be read and interpreted in conjunction with the NES. Where there is an inconsistency between this Agreement and the NES, and the NES provides a greater benefit, the NES provision will apply to the extent of the inconsistency.
- e) The Employer's policies and procedures may be referred to in this Agreement, but do not form part of, and are not incorporated into, this Agreement.

1.1.5 No Extra Claim

The parties acknowledge that no extra claims will be made during the term of this Agreement.

1.1.6 Definitions

- a) **Act:** the *Fair Work Act 2009* (Cth).
- b) **Agreement:** this Heston MRO – Enterprise Agreement.
- c) **ALAEA:** the Australian Licensed Aircraft Engineers Association.
- d) **AME:** Aircraft Maintenance Engineer - non-certifying engineer.

- e) **AWU:** the Australian Workers' Union.
- f) **Approval Date:** the date this Agreement commences operation in accordance with clause 1.1.3 a).
- g) **Award:** *Airline Operations - Ground Staff Award 2020 [MA000048]*.
- h) **Calendar Year** means the 12-month period from 1 January to 31 December.
- i) **CASA:** the Civil Aviation Safety Authority.
- j) **Code of Conduct:** the Employer's code of conduct from time to time, which is a non-exhaustive policy on the Employer's agreed expectations of performance and personal and workplace conduct of staff.
- k) **CPI** means the Consumer Price Index for Weighted Average of the Eight Capital Cities (All Groups) published by the Australian Bureau of Statistics.
- l) **Differences Course:** an aircraft training course which will result in the addition of a new engine type to an existing aircraft body type on the Employee's licence.
- m) **Disciplinary Action:** any action taken by the Employer to remedy or correct an Employee's failure to meet the expectations of their role, a failure to comply with the Employer's Code of Conduct or other misconduct by the Employee.
- n) **Employee:** any person employed by the Employer in the maintenance and servicing of aircraft and for whom there is a classification in this Agreement. For the avoidance of doubt, "Employee" does not include, and this Agreement does not apply to, apprentices.
- o) **Employer:** Heston MRO Pty Ltd (ABN 93 087 113 237).
- p) **Fixed Term Employee:** means an Employee engaged for a specified period of time, for a specified task or for the duration of a specified season.
- q) **FWC:** the Fair Work Commission.
- r) **LAME:** Licenced Aircraft Maintenance Engineer – certifying under an Employer issued Maintenance Authorisation (MA).
- s) **Maintenance Authorisation (MA):** a certificate issued, reviewed and updated by the Employer's Quality & Safety Department granting approval for a LAME to certify a specific class of aircraft.
- t) **NES:** the National Employment Standards under the Act.
- u) **Non-Training Bond:** an agreement between the Employer and an Employee for the Employee to repay the Employer costs or other agreed benefits as set out in clause 2.16, which does not include a Training Bond.
- v) **Training Bond:** an agreement between the Employer and an Employee for the Employee to repay the Employer agreed costs associated with training as set out in clause 2.15.
- w) **Type Course:** an aircraft training course which will result in a new aircraft body and engine on the Employee's licence.

1.1.7 Individual Flexibility Arrangement

- a) The Employer and an Employee covered by this Agreement may agree to make an individual flexibility arrangement to vary the effect of terms of the Agreement if:
 - i. the arrangement deals with one or more of the following matters:
 - a. Arrangements about when work is performed;

- b. Overtime rates;
 - c. Penalty rates;
 - d. Allowances;
 - e. Leave loading; or
 - f. Work arrangements to accommodate carer responsibilities;
 - ii. The arrangement meets the genuine needs of the Employer and Employee in relation to one or more of the matters mentioned in clause 1.1.7 a) i.; and
 - iii. The arrangement is genuinely agreed to by the Employer and Employee.
- b) The Employer must ensure that the terms of the individual flexibility arrangement:
- i. Are about permitted matters under section 172 of the Act; and
 - ii. Are not unlawful terms under section 194 of the Act; and
 - iii. Result in the Employee being better off overall than the Employee would be if no arrangement was made.
- c) The Employer must ensure that the individual flexibility arrangement:
- i. Is in writing; and
 - ii. Includes the name of the Employer and Employee; and
 - iii. Is signed by the Employer and Employee and, if the Employee is under 18 years of age, signed by a parent or guardian of the Employee; and
 - iv. Includes details of:
 - a. The terms of the Agreement that will be varied by the arrangement; and
 - b. How the arrangement will vary the effect of the terms; and
 - c. How the Employee will be better off overall in relation to the terms and conditions of his or her employment as a result of the arrangement; and
 - d. The day on which the arrangement commences.
- d) The Employer must give the Employee a copy of the individual flexibility arrangement within 14 days after it is agreed to.
- e) The Employer or Employee may terminate the individual flexibility arrangement:
- i. By giving no more than 28 days written notice to the other party to the arrangement; or
 - ii. If the Employer and Employee agree in writing — at any time.

1.1.8 No disadvantage – Non Reduction

No Employee shall have their salary level or classification reduced merely as a result of the commencement and implementation of this Agreement.

2.1 Types of employment

2.1.1 Employees

- a) The Employer will inform the Employee of their classification in Schedule 1 and the Employee's rate of pay in Schedule 2, which, initially, may be by inclusion in the employment contract or offer of employment.
- b) Employees shall be assigned a classification in Schedule 1 according to the operational requirements of the Employer and the Employee's characteristics, skills, competencies, qualifications and experience as required for, and utilised by, the Employer for available positions with the Employer.

2.1.2 Full-time

- a) A full-time Employee is an Employee who is employed to work an average of 38 ordinary hours per week.
- b) A full-time Employee may be engaged on a permanent basis or as a Fixed Term Employee.

2.1.3 Part-time

- a) A part-time Employee is an Employee:
 - i. Employed to work a regular pattern of hours and days; and
 - ii. Employed to work less than 38 ordinary hours per week.
- b) A part-time Employee may be engaged on a permanent basis or as a Fixed Term Employee.
- c) Before commencing part-time employment, an Employee and the Employer will agree on the minimum hours and/or days to be worked per week as ordinary hours of work. These ordinary hours shall constitute the minimum employment commitment of both the Employee and the Employer. Variation to this minimum employment commitment shall be by agreement between the Employee and the Employer.
- d) A part-time Employee will be rostered for a minimum of four hours per shift, unless the Employee requests a shorter minimum shift to meet their personal circumstances, in which case they will be rostered for no less than three hours per shift.
- e) All leave accruals and termination entitlements of a part-time Employee will be calculated and paid on a pro-rata basis according to the Employee's ordinary hours of work as a proportion of 38 ordinary hours per week.
- f) Part-time Employees are entitled on a pro-rata basis to equivalent pay and conditions to those of full-time Employees in the same classification according to the Employee's ordinary hours of work as a proportion of 38 ordinary hours per week.

2.1.4 Casual

- a) A casual Employee is defined under section 15A of the Act.
- b) A casual Employee will be engaged and paid as such. From time to time, a casual Employee may be rostered on a regular basis; such Employees do not however, have an entitlement to regular or continuous work nor is the Employer under any obligation to provide a casual Employee with any work.

- c) Casual Employees will be engaged and paid for a minimum of four hours on each occasion they are required to attend work, unless otherwise individually agreed in writing between the Employee and the Employer.
- d) Casual conversion to permanent full-time or part-time employment will be in accordance with the NES.

2.2 Probation Period

2.2.1 Probationary Period

- a) The first three months of an Employee's employment shall be a probationary period (**Probationary Period**). For the avoidance of doubt, the Probationary Period does not affect the six-month minimum employment period under the Act for unfair dismissal application rights.
- b) The Employer or the Employee may terminate the Employee's employment at any time during the Probationary Period by giving one week's notice.
- c) Termination of an Employee's employment after the Probationary Period by either party shall be in accordance with clause 2.18.

2.3 Security and Access

- a) Employees understand that ongoing employment is conditional on them obtaining and, at all times, maintaining the required security clearances and airside licences to the level required for the Employees to perform their duties unencumbered.
- b) Employees acknowledge and understand that if, for any reason, a security clearance is denied or withdrawn, that their employment will be terminated with immediate effect without any notice entitlements otherwise provided for in this Agreement.
- c) The Employer shall pay for, or reimburse the Employee for, associated fees in maintaining the following:
 - i. Aviation Security Identification Card;
 - ii. Airport Access Card; and
 - iii. Airside Drivers Authority.

2.4 Code of Conduct

- a) Employees are the public face of the Employer and operate in an environment of high visibility to customers and competitors. As such, it is critical that the conduct of Employees is at all times:
- i. Commercially sensitive and the conduct does not disclose systems, knowledge or other information that is not publicly available to any third party, including clients, competitors, partners, suppliers or ex-colleagues;
Note: All client communication shall only be by employees with delegated authority from the CEO of the Employer.
 - ii. Publicly respectful of the Employer and its reputation;
 - iii. Respectful to all people regardless of their position, employment status or association with the Employer;
 - iv. Honest both in action and omission, ensuring advice, record keeping and communication is objective and impartial;
 - v. Not compromised by any conflict of interest, whether actual or perceived;
 - vi. Compliant with applicable regulatory, legal, Employer policy and client procedural frameworks; and
 - vii. In a manner that does not bring the Employer or its employees into disrepute.
- b) Equally, it is critical that Employees conduct their work in a manner that does not create a risk to the Employer in relation to:
- i. Safety of person or plant;
 - ii. Operational governance and audit; or
 - iii. A commercial contractual nature.
- c) Careless, negligent or deliberate failure to adhere to the Code of Conduct or Employer policies and procedures may result in Disciplinary Action, including as set out in clause 2.17.
- d) The Code of Conduct shall apply any time that an Employee can be reasonably recognised as an employee of the Employer, either directly or indirectly. This includes, but is not limited to:
- i. Any time an Employee is in uniform;
 - ii. When an Employee is participating in online forums and social media, including when making comments online;
 - iii. When an Employee is undertaking or participating in training;
 - iv. Any time an Employee is taking part in industry group participation and forums;
 - v. Any time an Employee is attending client meetings, both formal and informal;
 - vi. Any time an Employee is interacting with partners, suppliers and service providers of the Employer; and
 - vii. Any time an Employee is at an airport and surrounding facilities.

2.5 Workplace Health & Safety

- a) The parties are committed to workplace health and safety by preventing illness and injuries at the workplace through a safe and healthy working environment.
- b) The Employer shall maintain a publicly available Safety Manual and may from time to time issue policies and procedures designed to clarify, maintain or increase safe working practices and conditions.
- c) Employees agree to follow policies and procedures issued by the Employer to the best of their ability.
- d) Employees must also declare any employment or other contractual arrangements with a person, firm or entity that is not the Employer within or outside of the industry to ensure fatigue is properly managed.
- e) Failure to observe the Employer's policies and procedures by an Employee may constitute grounds for Disciplinary Action up to and including summary dismissal.
- f) Where the Employer takes Disciplinary Action, it will be in accordance with the Employer's disciplinary procedure detailed in clause 2.17.

2.5.1 Personal Protective Equipment (PPE)

- a) The Employer is committed to a safe work environment and requires all Employees to proactively manage their own safety and that of their colleagues. This includes the diligent wearing of PPE according to requirements notified by the Employer, as well as individual risk assessment when undertaking new tasks.
- b) The Employer will provide the following to an Employee:
 - i. The Employer account to purchase safety boots through the Employer's nominated provider or an expense reimbursement, up to \$150 per year;
 - ii. Hearing protection;
 - iii. Uniforms through the Employer's nominated supplier:
 - a. Up to \$500 upon commencement with the Employer;
 - b. Up to \$300 per annum thereafter; and
 - c. Cold weather and wet weather jacket and pants according to need, replaceable every five years.

2.5.2 Fatigue Management

- a) Fatigue management is a critical risk to the health and safety of the Employer's employees, passengers and other airport users.
- b) Within the Employer's published Safety Manual is a Fatigue Management policy and compliance with is critical to the safety of employees.
- c) In order to ensure Employee compliance with the Employer's Fatigue Management policy, approval for any overtime:
 - i. Commencing after a 12 hour shift; and/or
 - ii. Otherwise meeting the criteria in the Employer's Fatigue Management policy,

will require completion and submission of the Fatigue Risk Assessment (using whichever platform the Employer has advised) prior to commencement of the overtime.

- d) Under no circumstances shall the process in clause 2.5.2 c) be bypassed by an Employee. Receipt of time of reports will be utilised to verify that the assessment was conducted at the appropriate time in order to approve payment of overtime rates. Overtime rates shall not be payable without prior approval and a submitted risk assessment.
- e) Where required for fatigue management, the Employer shall provide accommodation or transport for the Employee to their home and back to the workplace for their next shift.

2.6 Hours of Duty & Shift Work

2.6.1 Full-Time Day Worker – Hours of Work

- a) A full-time day worker Employee shall be named as such in their contract of employment.
- b) The ordinary hours of work for a full-time day worker Employee:
 - i. Are an average of 38 hours per week;
 - ii. Will be worked within the span of Monday to Saturday between 6.00am and 6.00pm;
 - iii. Will not exceed 10 hours per day; and
 - iv. May be averaged over a period of 52 weeks, but will not exceed 1976 ordinary hours over 52 weeks.

2.6.2 Part-Time Day Worker – Hours of Work

- a) A part-time day worker Employee shall be named as such in their contract of employment.
- b) The ordinary hours of work for a part-time day worker Employee:
 - i. Will be worked within the span of Monday to Saturday between 6.00am and 6.00pm;
 - ii. Will not exceed 10 hours per day; and
 - iii. May be averaged over a period of 52 weeks.

2.6.3 Shift Worker – Hours of Work

- a) A shift worker Employee shall be named as such in their contract of employment.
- b) A shift worker Employee is an Employee who regularly works ordinary hours of work that include night shifts, day shifts, early morning shifts, afternoon shifts, weekends and public holidays.
- c) Full-time Employees engaged as shift workers shall work 1976 ordinary hours in each 12-month period.
- d) A shift worker Employee will be rostered ordinary hours on night shifts, day shifts, early morning shifts, afternoon shifts, weekends and public holidays.
- e) Full-time Employees engaged as shift workers shall be rostered on at least four public holidays in each 12-month period. Full-time Employees engaged as shift workers are taken to agree to work public holidays, subject to any refusal request made under clause 2.7.2 and the NES.
- f) Ordinary hours for a shift worker Employee will not exceed 12 hours per day.
- g) Ordinary hours for a shift worker Employee will not exceed an average of 38 per week, which may be averaged over a period of 12 months, but will not exceed 1976 ordinary hours over 12 months.

2.6.4 Rostering

- a) The Employer offers a client-responsive service with no control over the generation of work and flight schedules. As such, the Employer shall publish base rosters on a rolling 12-week basis.
- b) Subject to clause 2.6.4 c), changes in rosters will be advised to Employees at least 48 hours in advance of the rostered shift.
- c) Changes in rosters may be advised to Employees with less than 48 hours of notice where operational needs require.

- d) Roster structure shall be based on station specific and operational requirements.
- e) The Employer will undertake a station-based roster review each quarter of the year to ensure shifts align with seasonal client flight schedules and aircraft types in service, along with adhoc flights scheduled.
- f) While shift movements and restructuring shall be minimised, adhoc projects may require temporary variations to the roster, about which the impacted Employees shall be notified.
- g) The minimum rostered shift for all Employees shall be four hours, except by agreement in accordance clause 2.1.3 d) and 2.1.4 c), and the maximum rostered shift shall be 12 hours.
- h) Split shifts may be rostered, subject to the following:
 - i. The Employee will be given a minimum three-hour break between each shift;
 - ii. There will be no more than eight hours rostered in total on the day; and
 - iii. The hours performed in the second part of the split shift (after the break) are payable at the applicable overtime rate for the type of Employee in clause 2.8.6, 2.8.7 or 2.8.8.
- i) Shift swaps between Employees are subject to prior approval by the Employer, the maintenance of appropriate licence coverage and must be at no additional cost to the Employer.

2.6.5 Make-up Time

- a) A day worker Employee may elect, with the written consent of the Employer, to work make-up time under which the Employee takes time off during ordinary hours, and works those hours at a later time, during the spread of ordinary hours provided in this Agreement.
- b) An Employee engaged as a shift worker may elect, with the written consent of the Employer, to work make-up time under which the Employee takes time off during ordinary hours and works those ordinary hours at a later time, at the rate which would have been applicable to the hours taken off.

2.7 Public Holidays

2.7.1 Public holidays are provided for in the NES.

2.7.2 Employees have a right to reasonably refuse public holiday shifts under the following provisions:

- i. notice of the Employee's 'right to refuse a shift' is provided to the Employer at the time of roster publication or prior to roster publication, but with no less than two weeks' notice;
- ii. the Employee presents reasonable circumstances for the refusal for working on the public holiday; and
- iii. acceptance of shift refusal is communicated by the Human Resources Department of the Employer, or their delegate, to the Employee.

2.7.3 Day Workers – Full-Time, Part-Time and Fixed Term Employees

- a) A day worker Employee, other than a casual Employee, required by the Employer to work on a public holiday will receive a day in lieu to be scheduled and taken on a date as agreed between the Employee and the Employer within 14 days of the public holiday. Note: Accrual of public holiday days in lieu cannot be extended beyond 14 days.
- b) Where the day in lieu of a public holiday in clause 2.7.3 a) cannot be operationally approved within 14 days of the public holiday, the shift the Employee worked on the public holiday shall be paid at the rate of double-time (200%) of the hourly rate for the Employee's classification in Table 3 of Schedule 2 in the next payroll.

2.7.4 Shift Workers – Full-Time, Part-Time and Fixed Term

- a) An Employee engaged as a shift worker, other than a casual Employee, who works a rostered shift on Good Friday, Easter Sunday or Christmas Day shall be paid overtime at the rate of double time (200%) of the hourly rate for the Employee's classification in Table 3 of Schedule 2.
- b) An Employee engaged as a shift worker, other than a casual Employee, who works a public holiday that is not specified at clause 2.7.4 a) will be paid at the Employee's ordinary hourly rate.

2.7.5 Casual Employees

- a) Any casual Employee who works a public holiday shall be paid at the rate of time and three-quarters (175%) of the hourly rate for the Employee's classification in Table 4 of Schedule 2.

2.7.6 Rostered Day off Falling on a Public Holiday

- a) An Employee engaged as a shift worker, other than a casual Employee, whose ordinary hours of work are structured to include a day off and such day off falls on a public holiday other than where the rostered day off falls on a Saturday or Sunday, shall be entitled to 7.6 hours of pay at the ordinary hourly rate for the Employee's classification in Table 3 of Schedule 2.

2.8 Wages and Remuneration

2.8.1 Scheduled Rates

- a) Employees shall be advised in writing by the Employer of their rate of pay in Schedule 2, which will be based on the Employee's classification in Schedule 1.

2.8.2 Increases in Rates of Pay and Allowances

- a) The salaries, hourly rates and allowances from the first full pay period after the Approval Date are as set out in Schedule 2.
- b) The salaries, hourly rates and allowances in this Agreement will be increased as follows:
- i) From the first full pay period after 1 April 2024, an increase of 2% will apply to the salaries, hourly rates and allowances in Schedule 2, unless the CPI increase for the 2023 Calendar Year is greater than 2%, in which case the salaries, hourly rates and allowances will increase in line with the CPI increase for the 2023 Calendar Year.
 - ii) From the first full pay period after 1 April 2025, an increase of 2% will apply to the salaries, hourly rates and allowances as increased in accordance with clause 2.8.2 b)i), unless the CPI increase for the 2024 Calendar Year is greater than 2%, in which case the salaries, hourly rates and allowances will increase in line with the CPI increase for the 2024 Calendar Year.
 - iii) From the first full pay period after 1 April 2026, an increase of 2% will apply to the salaries, hourly rates and allowances as increased in accordance with clause 2.8.2 b)ii), unless the CPI increase for the 2025 Calendar Year is greater than 2%, in which case the rates of pay and allowances will increase in line with the CPI increase for the 2025 Calendar Year.
 - iv) From the first full pay period after 1 April 2027, an increase of 2% will apply to the salaries, hourly rates and allowances as increased in accordance with clause 2.8.2 b)iii), unless the CPI increase for the 2026 Calendar Year is greater than 2%, in which case the salaries, hourly rates and allowances will increase in line with the CPI increase for the 2026 Calendar Year.
- c) A reference in this Agreement to a salary, hourly rate or allowance in Schedule 2 means, from the first full pay period after 1 April 2024, the salary, hourly rate or allowance as increased in accordance with clause 2.8.2 b).

2.8.3 Salary and Ordinary Wages Full-Time

- a) Gross annual salary rates for full-time Employees for the applicable classification in Schedule 1 are set out in Table 1 of Schedule 2.
- b) The annual salary expressed as an hourly rate for the applicable classification in Schedule 1 is set out in Table 3 of Schedule 2.
- c) Each annual salary in Table 1 of Schedule 2 is:
- i. Composite in nature;
 - ii. Comprised, and paid in complete satisfaction, of all entitlements otherwise payable for:
 - a. Wages for 1976 ordinary hours per year;
 - b. All penalty rates, including for work performed in any span of hours, including on weekends and public holidays;
 - c. All shift rates, shift loadings and other loadings; and

- d. All allowances, other than applicable allowances expressly set out this Agreement.

2.8.4 Part-Time Wages

- a) A part-time Employee will be paid the applicable hourly rate for their classification in Table 3 of Schedule 2 for their ordinary hours of work.

2.8.5 Casual Wages

- a) A casual Employee will be paid the applicable hourly rate for their classification in Table 4 of Schedule 2.
- b) The hourly rate for casual Employees is:
- i. Inclusive of the 25% casual loading for casual employees, which is paid as compensation for payments and entitlements from which a casual employee is excluded, which include entitlements to paid leave, notice of termination, notice periods or payment in lieu of notice and redundancy pay or benefits; and
 - ii. Comprised, and paid in complete satisfaction, of all entitlements otherwise payable, including for minimum hourly wages, minimum hourly rates of pay, minimum rates of pay, all loadings (including shift loadings), penalty rates (other than as set out in clause 2.8.9 of this Agreement) and allowances.

2.8.6 Overtime

- a) Employees may be required to work reasonable hours in addition to their ordinary hours of work.
- b) All overtime must be approved by a Responsible Manager, Station Maintenance Manager or the Human Resources Department of the Employer before it is worked by the Employee in order for it to qualify for payment.

2.8.7 Overtime – Full-time day workers

- a) A full-time day worker Employee required to work hours in addition to the ordinary hours set out in clause 2.6.1 shall be paid at the rate of time and a half (150%) of the hourly rate for the Employee's classification in Table 3 of Schedule 2.

2.8.8 Overtime – Part-time day workers

- a) A part-time day worker Employee required to work hours in addition to the ordinary hours set out in clause 2.6.2 will be paid at the overtime rate of time and a half (150%) of the hourly rate for the Employee's classification in Table 3 of Schedule 2.

2.8.9 Overtime - Shift Workers

- a) A shift worker Employee required to work hours in excess of rostered ordinary hours will be paid for those hours at the rate of time and a half (150%) of the hourly rate for the Employee's classification in Table 3 of Schedule 2.
- b) A shift worker Employee required to work on their rostered day off will be paid at the rate of time and a half (150%) of the hourly rate for the Employee's classification in Table 3 of Schedule 2 and will be paid at least four hours at that rate.

- c) Employees recalled from annual leave or long service leave shall have their leave returned and overtime applied at the rate of time and a half (150%) of the hourly rate for the Employee's classification in Table 3 of Schedule 2 for the period the Employee works when the Employee would have otherwise been on leave from which they were recalled.
- d) In accordance with clause 2.5.2, approval for any overtime commencing after a 12-hour shift will require a Fatigue Risk Assessment to be completed and approved prior to the Employee commencing the overtime. Under no circumstances shall this process be bypassed by an Employee. Overtime payments applicable as part of a shift that exceeds 12 hours will not be payable without prior submission and approval of a Fatigue Risk Assessment.
- e) A shift worker Employee required to work more than 12 hours from the commencement of the shift shall be paid for the work performed in excess of 12 hours at the rate of time and three-quarters (175%) of the hourly rate for the Employee's classification in Table 3 of Schedule 2.
- f) Other than as provided for in clause 2.6.4 h), where a shift worker Employee is rostered on a shift following a break of less than eight hours between shifts, the Employee shall be paid at the rate of time and a half (150%) of the hourly rate for the Employee's classification in Table 3 of Schedule 2 for the shift following the break until they cease work for more than 10 hours.

2.8.10 Time Off Instead of Payment For Overtime

- a) An Employee and Employer may agree in writing to the Employee taking time off instead of being paid for a particular amount of overtime that has been worked by the Employee.
- b) Any amount of overtime that has been worked by an Employee in a particular pay period and that is to be taken as time off instead of the Employee being paid for it must be the subject of a separate agreement under this clause 2.10.5 (**TOIL Agreement**).
- c) A TOIL Agreement must state each of the following:
 - i. The number of overtime hours to which it applies and when those hours were worked;
 - ii. That the Employer and Employee agree that the Employee may take time off instead of being paid for the overtime;
 - iii. That, if the Employee requests at any time, the Employer must pay the Employee, for overtime covered by the TOIL Agreement but not taken as time off, at the overtime rate applicable to the overtime when worked; and
 - iv. That any payment mentioned in clause 2.10.5 c) iii. must be made in the next pay period following the request.
- d) The period of time off that an Employee is entitled to take is the same as the number of overtime hours worked.
- e) Time off instead of being paid for overtime that has been worked by the Employee must be taken:
 - i. within the period of six months after the overtime is worked; and
 - ii. at a time or times within that period of six months agreed by the Employee and Employer.
- f) If the Employee requests at any time, to be paid for overtime covered by a TOIL Agreement, but not taken as time off, the Employer must pay the Employee for the overtime, in the next pay period following the request, at the overtime rate applicable to the overtime when worked.

- g) If time off for overtime that has been worked is not taken within the period of six months mentioned in clause 2.10.5 e), the Employer must pay the Employee for the overtime, in the next pay period following those six months, at the overtime rate applicable to the overtime when worked.
- h) The Employer must keep a copy of any TOIL Agreement as an employee record.
- i) The Employer must not exert undue influence or undue pressure on an Employee in relation to a decision by the Employee to make, or not make, an agreement to take time off instead of payment for overtime.
- j) The Employee may, under section 65 of the Act, request to take time off, at a time or times specified in the request or to be subsequently agreed by the Employer and the Employee, instead of being paid for overtime worked by the Employee. If the Employer agrees to the request, then clause 2.10.5 will apply, including the requirement for separate written agreements under clause 2.10.5 b) for overtime that has been worked.
- k) If, on the termination of the Employee's employment, time off for overtime worked by the Employee to which clause 2.10.5 applies has not been taken, the Employer must pay the Employee for the overtime at the overtime rate applicable to the overtime when worked.

2.8.11 Penalty Rates

- a) The rates of pay set out in Schedule 2 of this Agreement are composite in nature and incorporate all penalty rates. Employees are not entitled to any penalty rate unless expressly set out in clauses 2.8.9 b) and 2.8.9 c).
- b) Casual Employees who work on a Saturday shall be paid at the rate of time and a quarter (125%) of the hourly rate for the Employee's classification in Table 4 of Schedule 2.
- c) Casual Employees who work on a Sunday shall be paid at the rate of time and a half (150%) of the hourly rate for the Employee's classification in Table 4 of Schedule 2.

2.8.12 Allowances

- a) The rates of pay set out in Schedule 2 of this Agreement are composite in nature and incorporate all allowances. Employees are not entitled to any allowances unless expressly set out in this clause 2.8.10.
- b) The type rating allowances in Table 2 of Schedule 2 shall be payable to permanent Employees and Fixed Term Employees, subject to the following conditions:
 - i. The Employee's entitlement to be paid a type rating allowance shall be on the basis of rating utilisation as expressed in a current Employer issued Maintenance Authorisation (MA).
 - ii. Up to a maximum of five aircraft types will be recognised for each Employee. No additional allowances are payable for utilisation that exceeds five aircraft types for an Employee. Aircraft types are those recognised as an Aircraft Type in Appendix IX of Part 66 of the Manual of Standards.
 - iii. Payment of the applicable type rating allowances for part-time Employees will be on a pro-rata basis according to the Employee's ordinary hours of work as a proportion of 38 ordinary hours per week.
 - iv. Payment of applicable type rating allowances will be by fortnightly payroll, subject to the Employee being issued with, and the ongoing validity of, an Employer Maintenance

Authorisation (MA). Where the validity period of the Maintenance Authorisation (MA) does not cover a full payroll fortnight, the payment to the Employee shall be on a pro-rata basis according to the proportion of the fortnight the Maintenance Authorisation (MA) covered.

- c) The trainer allowance shall be payable to a permanent full-time or part-time Employee who is nominated by the Employer after the Approval Date at the rates detailed in Table 2 of Schedule 2, subject to the following conditions:
- i. Eligibility for the trainer allowance is conditional on the Employee being nominated and appointed as a nominated trainer by the Employer's Human Resources Department or Quality & Safety Team after the Approval Date;
 - ii. For clarity, Employees supporting their peers with induction handovers, standard operating practices and other adhoc internal training shall not be entitled to the trainer allowance as this is a reasonable expectation of all Employees.
 - iii. Trainer nominations and allowances may be revoked by the Employer with one week of notice by the Employer's Quality & Safety Team or Human Resources Department.
 - iv. Payment of the trainer allowance will be by fortnightly payroll during the period the Employee is appointed as a nominated trainer in accordance with clause 2.8.10 c) i. Where the appointment of an Employee as a nominated trainer does not cover a full payroll fortnight, the payment to the Employee shall be on a pro-rata basis according to the proportion of the fortnight the Employee was a nominated trainer.
- d) For clarity, casual Employees are not entitled to the type rating allowance or trainer allowance in this Agreement.

2.8.13 Payment of Wages and Benefits

- a) Wages and applicable allowances for Employees shall be paid, subject to applicable taxation, fortnightly in arrears by electronic funds transfer into the Employee's bank or other recognised financial institution or account.
- b) The Employer shall contribute into an approved fund on behalf of each eligible Employee an amount of superannuation in accordance with the *Superannuation Guarantee (Administration) Act 1992* (Cth), the *Superannuation Guarantee Charge Act 1992* (Cth) or other relevant Federal superannuation legislation, as amended from time to time.
- c) An Employee may elect, in writing, to authorise the Employer to pay on behalf of the Employee a specified amount from the post-taxation wages of the Employee into the same superannuation fund as the Employer makes the superannuation contributions.

2.9 Recall

- a) Employees who have finished their rostered shift and are called back into work prior to the commencement of their next rostered shift (after leaving the premises and airport) will be paid in accordance with the overtime provisions in clauses 2.8.6 a), 2.8.7 a) or 2.8.8 a), according to their engagement type, for the Employee's hours worked, with a minimum of two hours' work or payment.
- b) Clause 2.9 a) does not apply if:
 - i. The Employee left the workplace prior to the end of their shift or within the 30-minute departure window of the relevant aircraft, even with approval;
 - ii. It is customary for Employees to return to the Employer's premises to perform a specific job outside their ordinary hours;
 - iii. The recall is cancelled within 30 minutes of first notification to the Employee or prior to the Employee's arrival at the Employer's premises, whereupon the Employee will be paid only for 30 minutes; or
 - iv. The overtime is continuous (subject to a meal break) with the commencement or completion of ordinary hours of work.
- c) Subject to clause 2.9 b), if an Employee is recalled to their place of duty, they will be paid according to 2.9 a) for each such time they are recalled even if they are not required to work in the event of cancellation or postponement of such recall.
- d) Subject to clause 2.9 b), where an Employee, who is not a shift worker, is recalled to work with less than an eight-hour break between shifts, the Employee shall be paid at the rate of double time (200%) of the hourly rate for the Employee's classification in Table 3 of Schedule 2 until they cease work for more than 10 hours.

2.10 Breaks

2.10.1 Meal Breaks

- a) Employees will be entitled to a paid meal break of 30 minutes for each shift of seven hours or longer in duration.
- b) Employees should take their meal break accounting for operational requirements.
- c) The Employer may alter or stagger the time of taking a scheduled meal break if it is necessary to do so to meet operational or health and safety requirements.
- d) Where an Employee is required to work during a scheduled meal break to address an urgent operational need of the Employer, the Employee will continue to be paid at the rate of pay the Employee received immediately prior to the scheduled meal break.

2.10.2 Rest Breaks

- a) Employees will be entitled to one paid rest break of not more than 15 minutes duration for each shift equal to or greater than six hours duration.
- b) The Employer may alter or stagger the time of taking a rest break if it is necessary to do so to meet operational or health and safety requirements.

2.10.3 Meal Breaks on Overtime

- a) An Employee working overtime must be allowed a paid rest break of 20 minutes after each four hours of overtime worked, if the Employee will continue work after the rest break. This break will be paid at the applicable overtime rate.
- b) Where an Employee is required to work overtime greater than one and a half hours immediately following the completion of a shift of no less than eight hours, the Employee is entitled to a rest break of 15 minutes before commencing the overtime. This break will be paid at the rate of pay applicable immediately prior to the break.

2.10.4 Breaks between Shifts

- a) The Employer is committed to providing adequate rest between work shifts. Subject to an agreement between an Employee and Employer in accordance with clause 2.10.4 b), the Employee will be given a rest period of at least 10 hours between the end of one shift and the beginning of the next shift.
- b) The Employer and an Employee may agree to reduce the period between the end of one shift and the beginning of the next shift to eight hours.

2.11 Annual Leave

- a) Casual Employees are not entitled to annual leave.

2.11.1 Annual Leave Entitlement – Day Workers

- a) Annual leave should be used for periods of genuine rest and recuperation. Full-time day worker Employees will be entitled to accrue up to four weeks annual leave for each year of service, which will be pro-rata for part-time Employees.
- b) Annual leave will accrue progressively, based on ordinary hours of work, which include:
- i. Ordinary hours actually worked by an Employee; and/or
 - ii. Authorised paid leave taken by an Employee (authorised leave includes personal leave, compassionate leave and annual leave but does not include periods of unpaid parental leave or such other periods as specified in the Act).
- c) Annual leave shall be payable at the applicable hourly rate for the Employee's classification in Schedule 2. For clarity, compensation for annual leave loading is incorporated into the composite rates in this Agreement and leave payments based on those rates. Annual leave loading is not payable to any Employee.

2.11.2 Annual Leave Entitlement – Shift Workers

- a) For the purposes of the additional week of annual leave provided for shift workers in the NES, a shift worker is a seven-day shift worker who is regularly rostered to work on Sundays and public holidays in an enterprise in which shifts are continuously rostered 24 hours a day for seven days a week (**Shift Worker**).
- b) Full-time Employees engaged as Shift Workers will accrue one additional week of annual leave per year according to the Employee's ordinary hours of work, which will be pro-rata for part-time Employees engaged as Shift Workers.

2.11.3 Applying for Annual Leave

- a) Except at the discretion of the Employer, annual leave should be taken as follows:
- i. Requests of one week or less should be submitted via the Employer's Time and Attendance system with a minimum of six weeks' notice;
 - ii. Requests of longer than one week should be submitted via the Employer's Time and Attendance system with a minimum of 12 weeks notice; and
 - iii. Urgent and short notice leave requests will be assessed on a case by case basis according to operational demands. At all times, the Employer will endeavour to accommodate Employee requests, subject to the Employer's ability to provide continuous service provision.

2.11.4 Approving Annual Leave

- a) Annual leave applications shall be approved or declined within two weeks of the Employee's application.

2.11.5 Excessive Annual Leave

- a) The Employer encourages Employees to take annual leave on a regular basis each year. Where an Employee has accrued excessive leave (defined as greater than 304 hours), the Employer reserves the right to direct an Employee to take annual leave.
- b) In the first instance, an agreement with the Employee shall be sought to reduce their accrued annual leave balance. Where an agreement cannot be reached, the Employer will direct an Employee to take annual leave according to the following:
 - i. The Employer has given four weeks' notice of the direction for the Employee to take annual leave.
 - ii. The direction will not result in the Employee's remaining annual leave balance being less than six weeks.
 - iii. The amount of annual leave the Employee is directed to take shall be not less than one week, but may be taken as one or more days per week spread over a number of weeks.

2.11.6 Cashing out Leave

- a) An Employee may elect to cash in up to two weeks of the Employee's accrued annual leave entitlement per year in lieu of taking the leave, subject to the following:
 - i. The Employee, after cashing out a period of accrued annual leave, will have a minimum of six weeks' entitlement of accrued annual leave remaining; and
 - ii. The Employee provides such request in writing to the Employer; and
 - iii. Such request is approved by the Employer's Human Resource Manager.

2.11.7 Public Holidays during Annual Leave

- a) Should a public holiday occur during a period of annual leave, the Employee shall not be considered to have taken annual leave on that day.

2.11.8 Direction to Take Annual Leave During Shutdown

- a) This clause 2.11.8 applies if the Employer:
 - i. Intends to shut down all or part of its operation for a particular period (**Temporary Shutdown Period**); and
 - ii. Wishes to require affected Employees to take paid annual leave during that period.
- b) The Employer must give the affected Employees three months' written notice of a Temporary Shutdown Period or any shorter period agreed between the Employer and the majority of relevant Employees.
- c) The Employer must give written notice of a Temporary Shutdown Period to any Employee who is engaged after the notice is given under clause 2.11.8 b) and who will be affected by that period as soon as reasonably practicable after the Employee is engaged.
- d) The Employer may direct the Employee to take a period of paid annual leave to which the Employee has accrued an entitlement during a Temporary Shutdown Period.
- e) A direction by the Employer under clause 2.11.8 d):
 - i. Must be in writing; and
 - ii. Must be reasonable.

- f) The Employee must take paid annual leave in accordance with a direction under clause 2.11.8 d).
- g) In respect of any part of a Temporary Shutdown Period which is not the subject of a direction under clause 2.11.8 d), the Employer and an Employee may agree, in writing, for the Employee to take leave without pay during that part of the Temporary Shutdown Period.
- h) Clause 2.11.5 does not apply to a period of annual leave that an Employee is required to take during a Temporary Shutdown Period in accordance with this clause 2.11.8.

2.12 Personal Leave

- a) Paid personal/carer's leave entitlements under this clause 2.12 only apply if an Employee is engaged as a Fixed Term Employee, permanent full-time or permanent part-time Employee.
- b) Casual Employees are entitled to unpaid personal leave in accordance with the NES.

2.12.1 Entitlement

- a) Employees will be entitled to accrue 10 days (76 hours) personal/carer's leave per year of service, which will be pro-rata for part-time Employees.
- b) An Employee's entitlement to personal/carer's leave accrues progressively during a year of service, according to the Employee's ordinary hours of work, and accumulates from year to year. Untaken personal/carer's leave is not payable to an Employee upon termination of employment.

2.12.2 Taking Personal/Carer's Leave

- a) An Employee may take paid personal/carer's leave if the leave is taken:
 - i. Because the Employee is not fit for work due to a personal illness or injury affecting the Employee; or
 - ii. To provide care and support to a member of the Employee's immediate family, or a member of the Employee's household, who requires care or support because of: a personal illness or personal injury affecting the member; or, an unexpected emergency affecting the member.
- b) For the purposes of this clause 2.12.2, "immediate family" of the Employee means a spouse, de facto partner, child, parent, grandparent, grandchild or sibling of the Employee or a child, parent, grandparent, grandchild or sibling of a spouse or de facto partner of the Employee.

2.12.3 Notice

- a) Employees must notify the Employer, as soon as practicable, of their inability to attend work and that they will be absent on personal/carer's leave, including the anticipated duration of their absence.
- b) Such notice must be given by the Employee to their direct supervisor or, in their absence, the appropriate Manager as well as the Human Resources Department of the Employer.
- c) Appropriate methods of notification that an Employee is taking personal/carer's leave include:
 - i. Phone call to the station duty phone;
 - ii. Text message to the station duty phone (not WhatsApp or other message services);
 - iii. Email to the Employer's Station Manager and Human Resources Department (hr@hestonmro.com); or
 - iv. Microsoft TEAMS message.

2.12.4 Proof of Absence

- a) An Employee will not be required to provide a medical certificate or statutory declaration to the Employer where the Employee has taken up to four single non-consecutive days of personal/carer's leave taken in a calendar year.

- b) An Employee will be required to provide supporting documentation of a medical certificate or statutory declaration to the Employer for personal/carer's leave where:
 - i. The Employee has taken more than four non-consecutive days of personal/carer's leave in a calendar year;
 - ii. The Employee has taken personal/carer's leave for more than two consecutive days; or
 - iii. The Employee takes personal/carer's leave immediately before or immediately following other types of leave or a public holiday.
- c) If an absence on personal/carer's leave is more than five consecutive days, a medical clearance certificate may be required by the Employer to ensure the Employee is fit to return to work.
- d) Employees are required to complete the appropriate leave application within the Employer's Time and Attendance system for any absences for personal/carer's leave, together with providing any supporting documentation.

2.12.5 Public Holidays during Personal Leave

- a) Should a public holiday occur during a period of an Employee's personal/carer's leave, the Employee shall not be considered to have taken personal/carer's leave on that day.

2.13 Other Types of Leave

2.13.1 Compassionate Leave

- a) Employees other than casual Employees are entitled to paid compassionate leave in accordance with the NES.
- b) Casual Employees are entitled to unpaid compassionate leave in accordance with the NES.

2.13.2 Community Service Leave

- a) Employees are entitled to community service leave in accordance with the NES.
- b) Upon commencement with the Employer, or upon joining an emergency management organisation, the Employee shall notify the Employer of their membership of an emergency management organisation and potential obligations to allow for operational preparation of the Employer.

2.13.3 Parental Leave

Employees are entitled to unpaid parental leave and related entitlements in accordance with the NES.

2.13.4 Family and Domestic Violence Leave

Employees are entitled to family and domestic violence leave in accordance with the NES.

2.13.5 Long Service Leave

Employees are entitled to long service leave in accordance with relevant State and/or Territory legislation.

2.14 Travel

- a) For the purposes of this clause 2.14, "Travel Time" means time where an Employee travels by passenger flight interstate or overseas as a representative of the Employer and is required to stay overnight away from their ordinary place of residence.
- b) Travel Time shall be remunerated as follows:
- i. Subject to clause 2.14 b) ii., Travel Time shall be paid at the applicable hourly rate set out in Schedule 2 for the Employee's classification and type of employment, but will not contribute to an Employee's ordinary hours of work for the purpose of calculating any overtime nor be paid at overtime rates.
 - ii. All Travel Time payments are capped as follows:
 - a. Four hours maximum per day for domestic travel, excluding BNE-PER, SYD-PER and MEL-PER;
 - b. Six hours maximum per day for the routes BNE-PER, SYD-PER and MEL-PER; and
 - c. Eight hours maximum per day for international travel.
- c) Where an Employee does not return to their ordinary place of residence due to requirements of Travel Time, the Employer shall provide the Employee:
- i. Accommodation and transfers, as required; and
 - ii. A daily meal allowance of \$110, which, for the avoidance of doubt, is only payable per night that the Employee does not return to their ordinary place of residence.
- d) Subject to clause 2.14 e), an Employee's travel between the Employee's place of residence or overnight accommodation and the Employee's assigned work location shall not be counted as time worked by the Employee nor compensated by the Employer.
- e) Where the Employee is required by the Employer to travel, which is not Travel Time as defined in clause 2.14 a), from the Employee's place of residence to a location of work that is not the Employee's ordinary place of work (Other Location), the Employee will not be paid for travel to or from the Other Location, unless the travel to the Other Location from the Employee's place of residence exceeds 60 minutes. Where travel to the Other Location from the Employee's place of residence exceeds 60 minutes:
- i. The time travelling to the Other Location from the Employee's place of residence in excess of 60 minutes shall be counted as time worked by the Employee and paid at the applicable hourly rate in Schedule 2 for the Employee's classification; and
 - ii. The time travelling from the Other Location to the Employee's place of residence in excess of 60 minutes shall be counted as time worked by the Employee and paid at the applicable hourly rate in Schedule 2 for the Employee's classification.
- f) At all times, it is the preference of the Employer to provide a vehicle for the Employee's use where an Employee is required to drive for work required by the Employer. In the event an Employee agrees to use their personal vehicle for travel to the Other Location, the Employee shall be reimbursed according to the per kilometre rate as published by the Australian Tax Office, which is \$0.85 per kilometre at the date of this Agreement. Tolls expenses for travel to the Other Location incurred by the Employee may be claimed by the Employee from the Employer in accordance with the Employer's policies. Only the expenses referred to in this clause 2.14 f) will be reimbursed by the Employer for travel to the Other Location.

2.15 Training & Professional Development

- a) The parties to this Agreement are committed to appropriate training, where reasonable and necessary, to develop:
 - i. Higher skills required to meet operational needs;
 - ii. Multi-skilling of Employees to the level required for operational efficiency and flexibility;
 - iii. Retraining to maintain pre-existing skills; and
 - iv. Greater efficiency and job satisfaction.
- b) Employees will make themselves available for, and complete, any training courses required by the Employer, including online training courses.
- c) Where an Employee completes a training course required by the Employer, the Employee shall be paid for the time required to complete the training course at the applicable hourly rate set out in Schedule 2 for the Employee's classification and type of employment. Any training time will not contribute to an Employee's ordinary hours of work for the purpose of calculating overtime nor be paid at overtime rates.

2.15.1 Licence Training

- a) Subject to clause 2.15.3, where an Employee agrees with the Employer to attend a Type Course or Differences Course, the Employer and the Employee may enter into an agreement for:
 - i. the Employer to pay, or reimburse the Employee, for the costs associated with the course (**Training Bond Amount**); and
 - ii. for the Employee to repay the Employer some or all of those costs should the employment cease prior to a specified time, (**Training Bond**).
- b) An Employee's attendance at a Type Course or Differences Course will not be paid for, nor be reimbursed, by the Employer unless the Employer and the Employee have entered into a Training Bond.
- c) If the Employee resigns from their employment with the Employer, is terminated by the Employer for serious misconduct or the Employee otherwise actively contributes to the dismissal from employment with the Employer (**Termination Event**) during the period covered by a Training Bond, the Employee will be required to repay an amount under the Training Bond according to the period of the Employee's continuous service with the Employer from the date of the later of the completion of the course or the notified lodgement of completion of the course with the CASA (**Training Bond Date**) to the date of the Termination Event, as set out in Table 1 of Schedule 3.
- d) The Employee agrees that the Employer may deduct any amount due to the Employer under a Training Bond from the Employee's termination payment in the first instance. Should the Employee request a variation to this agreement or where the Training Bond Amount the Employee is required to repay the Employer exceeds the termination payment to the Employee, the Employer will negotiate a repayment plan of up to six months.

2.15.2 Training Selection

- a) At all times, the Employer reserves the right to preference its own 147 training provider for delivery of training to Employees. This may include delaying training where the Employer is receiving approval to offer a new training course or accumulation of minimum student numbers.

2.15.3 Employer Sponsored Training

- a) Subject to clause 2.15.3 b), Employees may be offered training by the Employer under a Training Bond on the basis of the following criteria:
- i. Operational needs driven by clients operating at the station or client advice of future operations;
 - ii. An Employee's eligibility for training, as set out in clause 2.15.3 b); and
 - iii. Rostering capacity of the station, both to release the Employee for training attendance and for operational rostering based on existing licences of Employees.
- b) For clarity, the criteria in this clause 2.15.3 determines eligibility for, but not an entitlement to, Employer-sponsored training. Operational needs of the Employer shall always drive Employer-sponsored training. Selection of Employees for Employer-sponsored training shall be on the following basis:
- i. Permanent Certifying Engineers without licence exclusions E1,3,4 & 5 and with more than two years continuous service with the Employer will be eligible for type, differences or specialist services training delivered between years three and four of service with the Employer.
 - ii. Permanent Employees with more than two years of service with the Employer will be eligible for training across relevant licensing, aviation specialist skills or other personal development.
 - iii. If appropriate for operational reasons, Employees may be offered training prior to completing two years of service with the Employer. Selection of training courses will be operationally driven.

2.15.4 Employer Supported Training

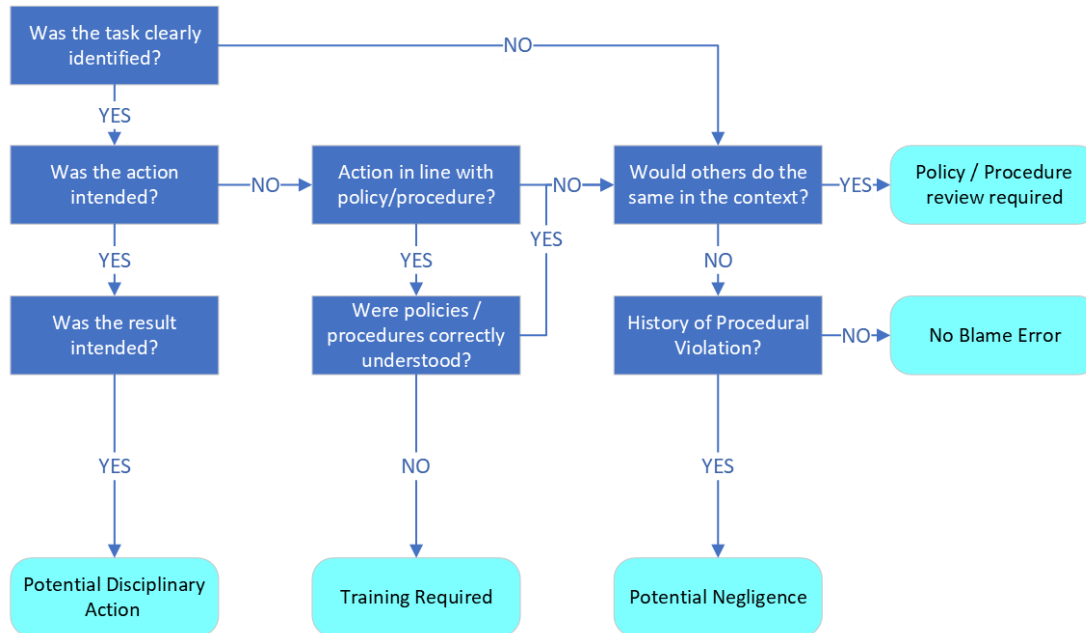
- a) The Employer recognises and encourages the Employer's staff to proactively manage their own careers and aircraft interests. The Employer understands that Employees may seek to remove licence exclusions and develop other licencing or skills, which may support future career development both within, and outside of, the Employer.
- b) In order to support learning and development that is outside of the Employer's operational needs, the Employer may offer the following to any Employee that has completed more than six months continuous service with the Employer:
- i. For courses longer than five days in duration, provided the Employee has given at least 12 weeks' notice to the Employer and subject to compliance with the Employer's policies and procedures on applying for, and approval of, leave (as set out in clause 2.11), the Employer will provide rostering support to release the Employee from duty for a period of annual leave, long service leave or leave without pay.
 - ii. For courses of five days or less in duration, provided the Employee has given at least four weeks' notice to the Employer and subject to compliance with the Employer's policies and procedures on applying for and approval of leave (as set out in clause 2.11), the Employer will provide rostering support to release the Employee from duty for a period of annual leave, long service leave or leave without pay.
 - iii. Permanent and casual Employees that have worked a minimum of 24 hours per week for the Employer over a period of at least six months, shall have the option to enter a payment plan for the Employer 147 course fees, by agreed wages deductions or monthly payments, interest free over six months.

2.16 Operation of Non-Training Bonds

- a) Where the Employer agrees to pay, or reimburse an Employee for, costs for relocation expenses, migration agent fees or other personal benefits (**Non-Training Bond Amount**), the Employer and the Employee may enter into an agreement for the Employee to repay the Employer some or all of those costs should the employment cease prior to a specified time (**Non-Training Bond**).
- b) If a Termination Event occurs during the period covered by a Non-Training Bond, the Employee will be required to repay an amount under the Non-Training Bond according to the period of the Employee's continuous service with the Employer from the date of the Non-Training Bond (**Non-Training Bond Date**), as set out in Table 2 of Schedule 3.
- c) The Employee agrees that the Employer may deduct any amount due to the Employer under a Non-Training Bond from the Employee's termination payment in the first instance. Should the Employee request a variation to this agreement or where the Non-Training Bond Amount the Employee is required to pay exceeds the termination payment to the Employee, the Employer will provide a repayment plan of up to six months.

2.17 Disciplinary Matters

- a) The Employer operates a 'just culture' model encouraging the reporting of system improvements, near misses and incidents to ensure a continual focus on improvement and transparency.
- b) Where an Employee's conduct, performance or other matter is deemed unsatisfactory, the 'just culture' model will be applied by the Employer to make an assessment of Employee's responsibility in relation to the outcome.



- c) In the event that conduct, following an internal investigation by the Employer, is deemed:
 - i. Persistent;
 - ii. Careless;
 - iii. Negligent; and/or
 - iv. Intentional,
 the Employer may utilise Disciplinary Actions to sanction and re-frame Employee behaviour.
- d) The Employer may take Disciplinary Action at the discretion of the Employer according to the relevant issue and desired conduct of the Employee. Multiple Disciplinary Action measures may be taken by the Employer.
- e) Other than for termination of an Employee's employment, all Disciplinary Action will be implemented with reviews of the Disciplinary Action conducted by the Employer no less than once per month.
- f) Available Disciplinary Action includes, but is not limited to, the following:
 - i. Mentoring, coaching or demonstration;
 - ii. Training - supported, self directed or online;
 - iii. Logged hours of supervised activity;
 - iv. Performance intervention with monitoring;
 - v. Supervised work;

- vi. Written warning;
 - vii. Removal of Maintenance Authorisation (MA) with rostering and wages as an AME until re-instated;
 - viii. Removal of additional or supervisory duties along with any associated allowances;
 - ix. Removal of eligibility for incentive payments in part or in full; or
 - x. Termination of the Employee's employment.
- g) The end of any Disciplinary Action will be upon satisfactory review by the Employer of the Employee's conduct and performance during the period of the Disciplinary Action. The review period shall be nominated by the Employer, but shall be no more than six months from the date the Disciplinary Action commenced.
- h) Nothing in this clause 2.17 limits the Employer's rights to terminate an Employee's employment.

2.18 Termination of Employment

2.18.1 Termination by Employer

- a) Clause 2.18.1 b) and does not apply to:
- i. Employees during their Probationary Period;
 - ii. Casual Employees; or
 - iii. Summary dismissal.
- b) The Employer will provide a permanent Employee with the following written notice of termination, or payment in lieu of part or all of that period:

Employee Period Of Service	Period of Notice
<5 years	4 weeks *
>5 years	8 weeks

*Employees aged over 45 years at the time of notice shall be entitled to one additional week's notice.

- c) Fixed Term Employees will be subject to the same notice period above in clause 2.18.1 b), other than in circumstances of expiration of the contract of employment.

2.18.2 Serious Misconduct and Summary Dismissal

- a) Nothing in this Agreement shall limit or restrict the rights of the Employer to summarily dismiss any Employee without notice or payment in lieu of notice, where the Employer determines the Employee has engaged in serious misconduct.
- b) For the purposes of this clause 2.18.2, serious misconduct includes but is not limited to:
- i. Wilful or deliberate behaviour by an Employee that is inconsistent with the continuation of employment with the Employer;
 - ii. Misleading or deceptive conduct, deception or fraud, including but not limited to in relation to record keeping or misrepresentations;
 - iii. Assault, unlawful discrimination, bullying or sexual harassment of another person;
 - iv. Wilfully damaging property;
 - v. Attendance at the workplace under the influence of prohibited drugs or alcohol;
 - vi. The Employee engaging in serious breaches of policies;
 - vii. The Employee refusing to carry out a lawful and reasonable instruction;
 - viii. Conduct that causes imminent and serious risk to the health or safety of a person, including conduct that the Employer reasonably believes constitutes sexual harassment, bullying or discrimination; or
 - ix. Conduct that damages the reputation, viability or profitability of the Employer's business.

2.18.3 Termination by Employee

- a) Employees shall provide the same notice to terminate their employment with the Employer as provided for in clause 2.18.1, according to their period of service with the Employer, disregarding the additional week required for those above 45 years of age.

2.18.4 Payment on termination of employment

- a) The Employer must pay an Employee no later than 14 days after the day on which the Employee's employment terminates:
- i. The Employee's wages under this Agreement for any complete or incomplete pay period up to the end of the day of termination; and
 - ii. All other amounts that are due to the Employee under this Agreement and the NES.
- b) The requirement to pay wages and other amounts under clause 2.18.4 a) is subject to further order of the FWC and the Employer making deductions authorised by this Agreement or the Act.

2.19 Redundancy

2.19.1. Redundancy pay is provided for in the NES.

2.19.2. Transfer to lower paid duties on redundancy

- a) This clause 2.19.2 applies if, because of redundancy, an Employee is transferred to new duties to which a lower ordinary rate of pay applies.
- b) The Employer may:
 - i. Give the Employee notice of the transfer of at least the same length as the Employee would be entitled to under clause 2.18.1 of the Agreement as if it were a notice of termination given by the Employer; or
 - ii. Transfer the Employee to the new duties without giving notice of transfer or before the expiry of a notice of transfer, provided that the Employer pays the Employee as set out in clause 2.19.1 c).
- c) If the Employer acts as mentioned in clause 2.19.1 b) ii., the Employee is entitled to a payment of an amount equal to the difference between the ordinary rate of pay of the Employee for the hours of work the Employee would have worked in the first role, and the ordinary rate of pay of the Employee in the second role for the period for which notice was not given.

2.19.3. Employee leaving during redundancy notice period

- a) An Employee given notice of termination in circumstances of redundancy may terminate their employment during the minimum period of notice prescribed by clause 2.18.1.
- b) The Employee is entitled to receive the benefits and payments they would have received under this clause 2.19 or under sections 119 to 123 of the Act had they remained in employment until the expiry of the notice.
- c) However, the Employee is not entitled to be paid for any part of the period of notice remaining after the Employee ceased to be employed by the Employer.

3.1 Consultation

- a) This clause 3.1 applies if the Employer:
- i. Has made a definite decision to introduce a major change to production, program, organisation, structure or technology in relation to its enterprise that is likely to have a significant effect on the Employees; or
 - ii. Proposes to introduce a change to the regular roster or ordinary hours of work of Employees outside of the quarterly roster review for seasonal client operational changes.

3.1.1 Major change

- a) A major change as defined at clause 3.1 a) i. shall require:
- i. The Employer to notify the Relevant Employees of the decision to introduce the major change; and
 - ii. Consultation to occur as per clause 3.1.1 b) to 3.1.1 g).
- b) A special sitting of the Employee Consultative Committee shall be called to present the nature and detail of the proposed major change, including:
- i. The introduction of the change;
 - ii. The effect the change is likely to have on the Employees; and
 - iii. The measures the Employer is taking to avert or mitigate the adverse effects of the change.
- c) Details of the major change shall also be provided to the Relevant Employees, in writing, who may also appoint a representative for the purpose of the procedures in this term. If:
- i. A Relevant Employee appoints, or Relevant Employees appoint, a representative for the purposes of consultation; and
 - ii. The Employee or Employees advise the Employer of the identity of the representative, the Employer must recognise the representative.
- d) The Employer is not required to disclose confidential or commercially sensitive information to the Relevant Employees.
- e) The Employer must give prompt and genuine consideration to matters raised about the major change by the Relevant Employees.
- f) If a term in this Agreement provides for a major change to production, program, organisation, structure or technology in relation to the enterprise of the Employer, the requirements set out in clause 3.1.1 b) to 3.1.1 e) are taken not to apply.
- g) A major change is considered likely to significantly impact Employees if it results in:
- i. The termination of the employment of Employees; or
 - ii. Major change to the composition, operation or size of the Employer's workforce or to the skills required of Employees; or
 - iii. The elimination or diminution of job opportunities (including opportunities for promotion or period of service); or
 - iv. The need to relocate Employees to another workplace; or
 - v. The restructuring of jobs or reduction in hours.

3.1.2 Change to regular roster or ordinary hours of work

- a) For clarity, quarterly roster reviews as set out in clause 2.6.4 e) shall not be subject to the consultation requirements detailed in this clause 3.1.2.
- b) For a change referred to in clause 3.1 a) ii.:
 - i. The Employer must notify the Relevant Employees of the proposed change; and
 - ii. Subclauses 3.1.2 c) to 3.1.2 f) apply.
- c) The Relevant Employees may appoint a representative for the purposes of the procedures in this term.
- d) If:
 - i. A Relevant Employee appoints, or Relevant Employees appoint, a representative for the purposes of consultation; and
 - ii. The Employee or Employees advise the Employer of the identity of the representative; the Employer must recognise the representative.
- e) As soon as practicable after proposing to introduce the change, the Employer must:
 - i. Discuss with the Relevant Employees the introduction of the change; and
 - ii. For the purposes of the discussion--provide to the Relevant Employees:
 - a. All relevant information about the change, including the nature of the change; and
 - b. Information about what the Employer reasonably believes will be the effects of the change on the Employees; and
 - c. Information about any other matters that the Employer reasonably believes are likely to affect the Employees; and
 - iii. Invite the Relevant Employees to give their views about the impact of the change (including any impact in relation to their family or caring responsibilities).
- f) However, the Employer is not required to disclose confidential or commercially sensitive information to the Relevant Employees.
- g) The Employer must give prompt and genuine consideration to matters raised about the change by the Relevant Employees.
- h) In this clause 3.1, "Relevant Employees" means the Employees who may be affected by a change referred to in clause 3.1 a).

3.2 Employee Consultative Committee

- a) The parties to the Agreement agree that the Agreement will operate most effectively in conjunction with effective consultation between the Employer and Employees covered by the Agreement. To this end, an Employee Consultative Committee (**ECC**) will be established and maintained.
- b) The ECC will be comprised of management and elected Employee representatives, with Employee representation to be, so far as is reasonably practicable, equal across the geographic locations serviced by the Employer.
- c) Employee representatives will be selected according to the following criteria:
 - i. The Employee's self-nomination/expression of interest.
 - ii. Validation by the Human Resource Manager of the Employer, where the Employee must be either employed on a full-time basis or consistently working more than 20 hours per week on a casual or permanent part-time basis.
 - iii. The Employee may not be under performance management or disciplinary measures or in their Probationary Period.
 - iv. Where no suitable Employees are nominated, representation may be by a Station Manager.
- d) The purpose of the ECC will be to give Employees a voice, share relevant information, and consult on workplace issues, such as facilities, training, professional development and safety, to seek to achieve a collaborative working environment.
- e) The ECC may, as a committee, engage in dispute resolution or major change consultation. Employee representatives appointed as part of either process may include, but are not required to include, ECC members.
- f) Meetings will occur at agreed intervals, generally at least every quarter with any additional meetings occurring as required by agreement.
- g) If an Employee participates in an ECC meeting where the Employee was otherwise rostered to perform work, the Employee shall be paid for attending the ECC meeting at the applicable hourly rate set out in Schedule 2 for the classification and type of employment. If the Employee participates in an ECC meeting where the Employee is not rostered to perform work, the Employee shall only be paid for the duration of the meeting.

3.3 Dispute Resolution

- a) If a dispute between an Employee and the Employer relates to:
 - i. A matter arising under the Agreement; or
 - ii. The NES,this clause 3.3 sets out procedures to settle the dispute.
- b) An Employee who is a party to the dispute may appoint a representative for the purposes of the procedures in this clause 3.3.
- c) In the first instance, the parties to the dispute must try to resolve the dispute at the workplace level, by discussions between the Employee or Employees and relevant supervisors and/or management.
- d) If discussions at the workplace level do not resolve the dispute, a party to the dispute may refer the matter to the FWC. All parties agree to fully participate in any FWC arbitration or other mediation as directed.
- e) The FWC may deal with the dispute in two stages:
 - i. The FWC will first attempt to resolve the dispute as it considers appropriate, including by mediation, conciliation, expressing an opinion or making a recommendation; and
 - ii. If the FWC is unable to resolve the dispute at the first stage, the FWC may then:
 - a. Arbitrate the dispute; and
 - b. Make a determination that is binding on the parties.

Note: If the FWC arbitrates the dispute, it may also use the powers that are available to it under the Act.

- f) A decision that the FWC makes when arbitrating a dispute is a decision for the purpose of Division 3 of Part 5.1 of the Act. Therefore, an appeal may be made against the decision.
- g) While the parties are trying to resolve the dispute using the procedures in this clause 3.3:
 - i. An Employee must continue to perform their work as they would normally unless they have a reasonable concern about an imminent risk to their health or safety; and
 - ii. An Employee must comply with a direction given by the Employer to perform other available work at the same workplace, or at another workplace, unless:
 - a. The work is not safe; or
 - b. Applicable occupational health and safety legislation would not permit the work to be performed; or
 - c. The work is not appropriate for the Employee to perform; or
 - d. There are other reasonable grounds for the Employee to refuse to comply with the direction.
- h) The parties to the dispute agree to be bound by a decision made by the FWC in accordance with this clause.
- i) Unless otherwise agreed, each party shall bear their own costs.
- j) The parties may agree to utilise an agreed arbitrator to determine the dispute instead of the FWC. An agreed arbitrator is one who is agreed to by the parties.
- k) Where an agreed arbitrator is utilised by the parties, any reference to the FWC in this clause shall be read as if it was a reference to the agreed arbitrator.

Schedule 1 Role Classifications

Licensed Aircraft Maintenance Engineer (LAME)

B1 / B2 Civil Aviation Safety Authority CASA licence holders only

LAME 1

- a) Permanent Employee or Fixed Term Employee holding either a Category B1 or B2 licence issued by CASA with one or more aircraft types serviced by the Employer at the employing station.
- b) Employee has:
 - i. less than one-year Australian certifying experience, but greater than two years certifying experience in a Part 66/145 equivalent system; or
 - ii. less than two years Australian certifying experience.

LAME 2

- a) Permanent Employee or Fixed Term Employee holding either a Category B1 or B2 licence issued by CASA with one or more aircraft types serviced by the Employer at the employing station.
- b) Employee has:
 - i. a minimum of one-year Australian certifying experience and two or more years certifying experience in a Part 66/145 equivalent system; or
 - ii. greater than two years Australian certifying experience

LAME 3

- a) Permanent Employee or Fixed Term Employee holding either a Category B1 or B2 licence *without* E1, E3, E4, E5 or E6 restrictions issued by CASA with three or more aircraft types serviced by the Employer at the employing station.
- b) Employee has greater than three years continuous service with the Employer.

LAME 4

- a) Permanent Employee or Fixed Term Employee holding either a Category B1 or B2 licence *without* E1, E3, E4, E5 or E6 restrictions issued by CASA with five or more aircraft types serviced by the Employer at the employing station.
- b) Employee has greater than five years continuous service with the Employer as a LAME.
- c) Demonstrates a high level of understanding regarding safe work practices, Employer procedures and industry regulatory requirements.
- d) *Assessed and appointed by SMM and HR representative as part of annual appraisal.*

Casual LAME A

- a) Casual Employee holding either a Category B1 or B2 licence issued by CASA with one or more aircraft types serviced by the Employer at the employing station.

Casual LAME B

- a) Casual Employee holding either a Category B1 or B2 licence issued by CASA with one or more aircraft types serviced by the Employer at the employing station.
- b) Casual Employee has ongoing service of greater than three years with no more than 10 weeks unworked per calendar year.

Aircraft Maintenance Engineer**AME 1**

- a) Permanent Employee or Fixed Term Employee who is a Qualified Aircraft Tradesperson holding a Certificate 4 in Aeroskills (any discipline) or recognised international equivalency.
- b) Understands and applies relevant Employer procedures and industry regulatory requirements.
- c) Understands and engages with safety protocols proactively.
- d) Less than two years' experience in the Australian Aerospace industry.

AME 2

- a) Permanent Employee or Fixed Term Employee who is a Qualified Aircraft Tradesperson holding a Certificate 4 in Aeroskills (any discipline) or recognised international equivalency.
- b) Is deemed responsible and accountable for accurate administrative maintenance including stores and consumable usage.
- c) Demonstrates a high level of understanding regarding safe work practices and applies relevant Employer procedures and industry regulatory requirements.
- d) Minimum of two years' experience as an AME in the Australian Aerospace industry.

AME 3

- a) Permanent Employee or Fixed Term Employee who possesses the attributes of an AME 2 plus exceptional support to Certifying Engineer and maintains consistently accurate record keeping across all aspects of their role.
- b) Holds additional safety tickets/licences/qualifications such as confined space, elevated work platform, etc and is assessed and appointed by SMM and HR representative as part of annual appraisal.
- c) Has greater than three years continuous service with the Employer.

AME 4

- a) Permanent Employee or Fixed Term Employee who is a Qualified Aircraft Tradesperson holding a Certificate 4 in Aeroskills (any discipline) or recognised international equivalency.
- b) Is deemed responsible and accountable for accurate administrative maintenance including stores and consumable usage.
- c) Demonstrates a high level of understanding regarding safe work practices and applies relevant Employer procedures and industry regulatory requirements.
- d) Minimum of five years ongoing service with the Employer.
- e) *Assessed and appointed by SMM and HR representative as part of annual appraisal.*

Trades Assistant**TA 1**

- a) Permanent Employee or Fixed Term Employee assisting a LAME or AME through providing safety spotting, cleaning components, recording data, kitting consumables or other support activities.

TA 2

- a) Permanent Employee or Fixed Term Employee of TA 1 role with two years' experience in a line maintenance or heavy maintenance environment within Australia.

TA 3

- a) Permanent Employee or Fixed Term Employee of TA 1 or TA 2 criteria who has completed at least 50% of their Certificate IV in Aeroskills in any discipline.

Schedule 2: Ordinary Rates of Pay & Allowances
Table 1: Composite Annual Salaries – Full-Time Employees

	First full pay period after the Approval Date (\$)	
	Day Worker	Shift Worker
Trades Assistant		
TA 1	55,822	65,682
TA 2	57,047	67,125
TA 3	60,248	70,879
Aircraft Maintenance Engineer		
AME 1	70,227	82,617
AME 2	72,578	85,383
AME 3	74,811	88,011
AME 4	77,044	90,639
Licensed Aircraft Maintenance Engineer		
LAME 1	109,332	128,618
LAME 2	117,137	137,806
LAME 3	121,168	142,549
LAME 4	127,709	150,255

Table 2: Allowances Full-Time LAME

	First full pay period after the Approval Date (\$)
LAME Allowances Per Fortnight	
Restricted Type Rating Allowance	76.92
Unrestricted Type Rating Allowance	105.77
Trainer Allowance	76.92

Table 3: Composite Rates (Composite Salary Expressed as Hourly Rate) – Employees other than Casual Employees

	First full pay period after the Approval Date (\$)	
	Day Worker	Shift Worker
Trades Assistant		
TA 1	28.25	33.24
TA 2	28.87	33.97
TA 3	30.49	35.87
Aircraft Maintenance Engineer		
AME 1	35.54	41.81
AME 2	36.73	43.21
AME 3	37.86	44.54
AME 4	38.99	45.87
Licensed Aircraft Maintenance Engineer		
LAME 1	55.33	65.09
LAME 2	59.28	69.74
LAME 3	61.32	72.14
LAME 4	64.63	76.04

Table 4: Casual Hourly Rate

	First full pay period after the Approval Date (\$)
Trades Assistant	
Casual TA	36.19
Aircraft Maintenance Engineer	
Casual AME	50.15
Licensed Aircraft Maintenance Engineer	
Casual LAME A	80.00
Casual LAME B	85.00

Schedule 3: Training Bond and Non-Training Bond
Table 1: Training Bond

Training Utilisation Period	0-6 months from the Training Bond Date	6-12 months from the Training Bond Date	12 - 24 months from the Training Bond Date
Type Course	100% of the Training Bond Amount	100% of the Training Bond Amount	$\text{Training Bond Amount} \times \frac{\text{Number of days of the Employee's continuous service with the Employer from the date immediately following 12 months after the Training Bond Date to the date of the Termination Event}}{365 \text{ days}} \%$
Differences Course	100% of the Training Bond Amount	$\text{Training Bond Amount} \times \frac{\text{Number of days of the Employee's continuous service with the Employer from the date immediately following six months after the Training Bond Date to the date of the Termination Event}}{182.5 \text{ days}} \%$	0% of the Training Bond Amount
Other Course, valued at >\$5000	100% of the Training Bond Amount	$\text{Training Bond Amount} \times \frac{\text{Number of days of the Employee's continuous service with the Employer from the date immediately following six months after the Training Bond Date to the date of the Termination Event}}{182.5 \text{ days}} \%$	0% of the Training Bond Amount

Table 2: Non-Training Bond

Training Utilisation Period	0-6 months from the Training Bond Date	6-12 months from the Training Bond Date	12 - 24 months from the Training Bond Date
Type Course	100% of the Training Bond Amount	100% of the Training Bond Amount	$\text{Training Bond Amount} \times \frac{\text{Number of days of the Employee's continuous service with the Employer from the date immediately following 12 months after the Training Bond Date to the date of the Termination Event}}{365 \text{ days}} \%$
Differences Course	100% of the Training Bond Amount	$\text{Training Bond Amount} \times \frac{\text{Number of days of the Employee's continuous service with the Employer from the date immediately following six months after the Training Bond Date to the date of the Termination Event}}{182.5 \text{ days}} \%$	0% of the Training Bond Amount
Other Course, valued at >\$5000	100% of the Training Bond Amount	$\text{Training Bond Amount} \times \frac{\text{Number of days of the Employee's continuous service with the Employer from the date immediately following six months after the Training Bond Date to the date of the Termination Event}}{182.5 \text{ days}} \%$	0% of the Training Bond Amount



Signed by an Employee of the Employer who will be covered by the Enterprise Agreement

[Handwritten Signature]

Signature of Heston MRO Employee

[Handwritten Signature]

Signature of Witness

Deepal Karunathilaka

Name of Heston MRO Employee

NATALIE DALEY

Name of Witness

*Unit 103.1 2-6 Leonardo Drive
Brisbane Airport QLD 4008*

Address of Heston MRO Employee

*Unit 103.1 / 2-6 Leonardo Dve
Brisbane Airport. Q. 4008*

Address of Witness

12 Mar 2024

Date

Signed by an Employee of the Employer who will be covered by the Enterprise Agreement

[Handwritten Signature]

Signature of Heston MRO Employee

[Handwritten Signature]

Signature of Witness

L SARATHCHANDRA VITHANAK

Name of Heston MRO Employee

NATALIE DALEY

Name of Witness

*UNIT 103.1 2-6 LEONARDO DRIVE
BRISBANE AIRPORT Q4008*

Address of Heston MRO Employee

*Unit 103.1 / 2-6 Leonardo Dve
Brisbane Airport. Q. 4008*

Address of Witness

12 March 2024

Date



Signatories

Signed for an on behalf of **Heston MRO Pty Ltd (ABN 93 087 113 237)**

[Handwritten Signature]

Signature of Authorised Representative

[Handwritten Signature]

Signature of Witness

NATALIE DALEY

Name of Authorised Representative

Deepal Karunathilaka

Name of Witness

HUMAN RESOURCE MANAGER

Title of Authorised Representative

*Unit 103.1 2-6 Leonardo Drive.
Brisbane Airport, QLD 4008*

Address of Witness

12/03/24

Date

Signed for an on behalf of **Australian Licenced Aircraft Engineers Association, as bargaining representatives of employees**

Signature of Bargaining Representative

Signature of Witness

Name of Bargaining Representative

Name of Witness

Title of Bargaining Representative

Address of Witness

Date