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**Sent:** Monday, 16 March 2020 11:15 AM  
**To:**  
**Subject:** FWC Update – Coronavirus (COVID-19)

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**Fair Work Commission**  
Australia's national workplace relations tribunal

## Coronavirus (COVID-19)

The Fair Work Commission is closely monitoring the Commonwealth and State Governments' announcements and health advice relating to Coronavirus (COVID-19).

To minimise the spread of the virus and keep the Commission as operational as possible, the following arrangements are in place until further notice.

### Hearings and conferences

The Commission will conduct hearings and conferences by telephone or video-conference wherever possible. The primary aim is to minimise the need for parties to come to the Commission in the near future.

This applies to cases that are already scheduled, as well as future proceedings. Commission Members have been asked to reduce, as far as possible, the number of proceedings that require parties to attend at the Commission's offices.

All planned travel is being reconsidered, and avoided where possible.

### Parties and representatives

You should stay at home if:

- you are feeling unwell
- you have been to a country considered at a higher risk of Coronavirus in the last 14 days
- you have been in close contact with a confirmed case of Coronavirus.

If this applies to you, you should not attend the Commission's premises.

Government restrictions mean that all people, including Australian citizens, who have been overseas and arrived **from 12am on 16 March, are required to self-isolate for 14 days.**

If you have a matter before the Commission or need to visit our offices you should either contact your representative, or call the Commission's HelpLine on 1300 799 675.

If you develop any symptoms (fever, cough, sore throat, tiredness or shortness of breath) you should see a doctor for urgent assessment.

### **Other actions**

Consistent with advice to cancel non-essential gatherings of people, we are cancelling the Employment Law Moot and other public-facing activities until further notice.

We are reviewing the Workplace Advice Service to cease face-to-face appointments, and provide advice by telephone only.

We have cancelled planned internal events such as a Members' Conference.

### **Impact**

We will continue to carefully monitor the impact of the pandemic on our operations, and implement our Business Continuity Planning to ensure we can continue to deliver critical operations to the greatest extent achievable. A COVID-19 Response Group has been established to oversee the Commission's response to COVID-19.

During this period, the pandemic is likely to have some impact on the speed with which we can deal with all cases. We appreciate your understanding and patience as we all grapple with this unprecedented challenge.

### **Urgent applications**

If you have any urgent applications such as applications to vary enterprise agreements or other instruments to deal with the consequences of COVID-19 they can be sent to [COVID19Applications@fwc.gov.au](mailto:COVID19Applications@fwc.gov.au).

If you have any concerns about these arrangements, or suggestions as to other steps the Commission may take, they can be sent to [COVID19Applications@fwc.gov.au](mailto:COVID19Applications@fwc.gov.au).

### **Non-urgent applications**

You can still [lodge applications](#) in the ordinary way. Please note, however, that we anticipate that over time some applications may take longer to process than usual given that we must prioritise urgent applications using available resources from time to time. We appreciate your understanding.

**16 March 2020**

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