



**INDUSTRIAL RELATIONS ACT 1984**  
**In The Tasmanian Industrial Commission**  
**MATTER NO. T14556 OF 2017**

**PARLIAMENTARY STAFF AWARD**

**No. 1 of 2018**  
**(Consolidated)**

As notified in the 'Tasmanian Government Gazette' on 21 November 2018



**TASMANIAN INDUSTRIAL COMMISSION**

**Industrial Relations Act 1984**

s23 application for award or variation of award

**Tasmanian Trades and Labor Council**

(T14556 of 2017)

**PARLIAMENTARY STAFF AWARD**

PRESIDENT D BARCLAY  
DEPUTY PRESIDENT NM ELLIS  
COMMISSIONER T LEE

**Wage Rates - Tasmanian Minimum Wage rate determined at \$694.90pw – s47AB  
- supported wage varied - operative date from first full pay period on or after 1  
August 2017**

**ORDER BY CONSENT -**

**No. 1 of 2018  
(Consolidated)**

THE FOLLOWING CLAUSES ARE VARIED AND THE AWARD IS CONSOLIDATED:

CLAUSE 4 – DATE OF OPERATION

CLAUSE 5 – SUPERSESSION AND SAVINGS

CLAUSE 8C – SUPPORTED WAGE SYSTEM

CLAUSE 8D – TASMANIAN MINIMUM WAGE

## **1. TITLE**

This award shall be known as the "Parliamentary Staff Award".

## **2. SCOPE**

Subject to the exceptions and conditions contained herein, this award shall apply to all persons permanently or temporarily employed under the provisions of the *Parliamentary Privilege Act 1898*, in the Legislative Council or the House of Assembly respectively, who are employees within the meaning of Part V of the *Public Service Act 1973*, and who occupy a position covered by this award.

## **3. ARRANGEMENT**

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## **4. DATE OF OPERATION**

This award shall come into operation from the first full pay period to commence on or after 1 August 2017.

## **5. SUPERSESSION AND SAVINGS**

This award incorporates and supersedes the Parliamentary Staff Award No. 1 of 2016 (Consolidated).

**PROVIDED** that no right obligation or liability incurred or accrued under any of the abovementioned provisions shall be affected by the replacement and supersession.

**PROVIDED ALWAYS** that the provisions of the Parliamentary Privilege Act 1898, and the regulations, bylaws or rules (if any) made thereunder, shall continue to apply to the officers or classes of officer to whom and to which respectively this award applies, where such Act, regulations, by-laws and rules are applicable, save in so far as the salaries, together with other fees or allowances (if any) to be received by, and the conditions of service of such officers or classes of officer are inconsistent with the provisions of this award.

## **6. PARTIES AND PERSONS BOUND**

This award shall apply to, and be binding upon:

- (a) all employees (whether members of a Registered Organisation or not) for whom classifications appear in this award;
- (b) the following organisation of employees in respect of whom award interest has been determined:

The Community and Public Sector Union (State Public Services Federation Tasmania) Inc and the Officers of that organisation and their members for whom classifications appear in this award;

- (c) the controlling authority having an interest in this award is the President of the Legislative Council in relation to all employees (as defined) and the Speaker of the House of Assembly in relation to all employees (as defined).

## **7. DEFINITIONS**

In this award, unless the contrary intention appears:

**'Clerk of a House'** means an officer holding the position of either Clerk of the Legislative Council, or Clerk of the House of Assembly.

**'Controlling authority'** means in relation to staff of:

- (a) the Legislative Council - the President of the Council; and
- (b) the House of Assembly - the Speaker of the House.

**'House'** means a House of Parliament of this State.

'Junior officer' means an officer who is under the age of 21 years.

'Officer' means a person permanently or temporarily employed under the provisions of the *Parliamentary Privilege Act 1898*, in the Legislative Council or the House of Assembly respectively, who, being an employee within the meaning of Part V of the *Public Service Act 1973*, is, on the date upon which this award comes into force, occupying a position covered by this award, or who after that date is appointed to one of such positions.

## **8. SALARIES**

An officer holding a position classified or graded within a class or grade prescribed in this award shall, subject to satisfying the prescribed requirements, be paid at the salary rate determined for the relevant classification, as hereinafter set forth.

**PROVIDED** that it is a condition of the 4% second tier adjustment applied to the wage rates in this award that the packages of restructuring and efficiency offsets referred to in Registered Agreements T.1290 and T.1291 of 1988 be implemented and/or observed in relation to all employees for whom salary rates appear in this award.

Where there is an inconsistency between a provision of:

- (a) either this award, the General Conditions of Employment Award, an Instruction, or Regulation; and
- (b) the Agreements referred to, the terms of which apply to employees covered by this award;

that provision shall be read subject to the relevant provision contained in the Agreement concerned.

### **A. ADULT OFFICERS**

PART I - CLERK OF A HOUSE		Salary per annum
		\$
1	Clerk of a House	71082
PART II - OTHER PARLIAMENTARY STAFF		
2	Clerk Assistant	
	First year of service	51435
	Second year of service	52371
	Third year of service	53302
	Fourth year of service & thereafter	54232
3	Second Clerk Assistant	
	First year of service	43028
	Second year of service	43865

	Third year of service	44604
	Fourth year of service	45443
	Fifth year of service & thereafter	46180
4	Clerk of Committees	
	First year of service	42118
	Second year of service	43028
	Third year of service & thereafter	43865
5	Third Clerk at the Table	
	First year of service	39239
	Second year of service	39956
	Third year of service	40676
	Fourth year of service	41403
	Fifth year of service & thereafter	42118
6	Clerk of Papers and Records and Assistant Clerk of Committees-	
	Legislative Council	
	First year of service	36133
	Second year of service	36848
	Third year of service	37575
	Fourth year of service	38330
	Fifth year of service & thereafter	38991
7	Clerk of Papers	
Class I	First year of service	30717
	Second year of service	30189
	Third year of service	31659
	Fourth year of service	32053
	Fifth year of service	32648
	Sixth year of service	33247
	Seventh year of service & thereafter	33759
Class II	First year of service	35515
	Second year of service	36133
	Third year of service	36848
	Fourth year of service & thereafter	37575
8	Assistant Clerk of Papers/Office Keeper-House of Assembly	
	First year of service	33608
	Second year of service	33939
	Third year of service & thereafter	34170
9	Head Messenger and Chamber Attendant	
	First year of service	33701
	Second year of service	33939
	Third year of service	34170
10	Messenger/Chamber Attendant	
	First year of service	31928
	Second year of service	32168
	Third year of service & thereafter	32416
11	Cleaner	

	First year of service	31453
	Second year of service	31684
	Third year of service & thereafter	31928
12	Catering Officer	
Class I	First year of service	37747
	Second year of service	38168
	Third year of service & thereafter	38784
Class II	First year of service	39132
	Second year of service	39692
13	Administrative and Clerical Officer	
Class I	First year of service	30878
	Second year of service	31380
	Third year of service	31876
	Fourth year of service	32387
	Fifth year of service	32916
	Sixth year of service	33531
	Seventh year of service & thereafter	34099
Class II	First year of service	34936
	Second year of service	35558
	Third year of service & thereafter	36221
Class III	First year of service	36889
	Second year of service & thereafter	37608
	Clerical Assistant	
Class I	First year of service	29744
	Second year of service	29891
	Third year of service	30254
	Fourth year of service & thereafter	30506
Class II	First year of service	30757
	Second year of service	31007
	Third year of service & thereafter	31253
Class III	First year of service	31501
	Second year of service	31747
	Third year of service & thereafter	31997
14	Office Assistant/Typist/Stenographer/Audio Typist/Secretarial Assistant	
Class I	Grade 1	30506
	Grade 2	30757
	Grade 3	31007
Class II	Grade 1	31253
	Grade 2	31501
	Grade 3	31747
	Grade 4	31997
Class III	Grade 1	32264
	Grade 2	32521
	Grade 3	32781
	Grade 4	33045



Class IV		33404
Class V	Grade 1	33665
	Grade 2	34179
Class VI	Grade 1	35350
	Grade 2	35979
Class VII	Grade 1	36318
	Grade 2	36716

**PROVIDED** that:

- (i) An officer who is a typist shall not be promoted or progress beyond Class I Grade 2 unless she has satisfactorily passed a typing test of 40 words per minute.
- (ii) An officer who is a typist appointed to a Class I position who has passed a typing test of 50 words per minute shall be paid in addition an allowance of \$310.00 per annum.
- (iii) An officer who is a typist shall not be appointed to a position classified above Class III Grade 4 unless she has passed a typing test of 50 words per minute.
- (iv) An officer shall not be appointed as a stenographer unless she has passed a stenography test of 80 words per minute.
- (v) An officer classified to a position up to and including Class II Grade 2, who has satisfactorily passed a stenography test shall be paid either of the allowances which follow:
  - (a) for 100 words per minute - \$662.00 per annum
  - (b) for 120 words per minute - \$999.00 per annum
- (vi) No stenographer shall be appointed to a position classified above Class III Grade 1 unless having first passed a stenography test of 100 words per minute.
- (vii) Except in the case of secretarial assistant, no officer shall be appointed above Class IV unless required to permanently supervise the work of other staff.
- (viii) Except where special circumstances exist, an officer required to permanently supervise the work of 2 to 4 other persons shall not be classified above Class V.
- (ix) An officer who is a typist and who is regularly employed on audio work, or a typist who relieves in that capacity shall be paid an allowance at the rate of:
  - (a) Up to 2 years experience on reel-to-reel or cassette type recorders - \$999.00 per annum;

- (b) Over 2 years experience on reel-to-reel or cassette type recorders - \$1993.00 per annum.

**PROVIDED FURTHER** that the proficiency allowance more particularly set forth in either provisos (ii), (v) or (ix) hereof shall, in each case, be in substitution for and not cumulative one upon the other.

		Salary per Annum \$
15	Editor of Debates	56332
16	Deputy Editor of Debates	
Class I	First year of service	49679
	Second year of service and thereafter	50504
	Class II	51332
17	Hansard Sub-Editor/Trainee Sub-Editor	
Class I	Grade 1	30863
	Grade 2	31870
	Grade 3	32915
	Grade 4	34099
Class II	Grade 1	34936
	Grade 2	35557
	Grade 3	36273
Class III	Grade 1	36941
	Grade 2	37881
Class IV	Grade 1	42118
	Grade 2	43028
	Grade 3	43865

**PROVIDED** that progression of an employee to Class II and above shall be as determined by the controlling authority, having regard to the duties and responsibilities of such employee.

**PROVIDED FURTHER** that an officer classified to a position up to and including Class III Grade 2 who spends the major portion of his time checking transcripts of Parliamentary debates necessitating the use of reel-to-reel or cassette type recorders may, on the determination of the controlling authority, be paid an allowance at the rate of:

- (a) Up to 2 years experience in checking transcripts using reel-to-reel or cassette type recorders - \$999.00 per annum;
- (b) Over 2 years experience in checking transcripts using reel-to-reel or cassette type recorders - \$1993.00 per annum.

Salary per Annum  
\$

18	Secretary-Joint House Committee	
	Class I	
	First year of service	49679
	Second year of service and thereafter	50504
	First year of service	51332

## **B. JUNIOR OFFICERS**

Scale 1 - Junior officers appointed to a position where the Schools Board Certificate endorsed "A" of the Schools Board of Tasmania or equivalent qualification is a prerequisite to appointment to that position.

		Salary per Annum
		\$
Age	16 years and under	16983
	17 years	19453
	18 years	22541
	19 years	25938
	20 years	28717

**PROVIDED** that the salaries for Scale 1 shall be:

55 per cent at age 16 years  
63 per cent at age 17 years  
73 per cent at age 18 years  
84 per cent at age 19 years  
93 per cent at age 20 years

of the first year of service of an Administrative and Clerical Officer Class I (\$30878).

Scale 2 - Junior officers appointed to a position not classified under Scale 1 or Scale 3.

		Salary per Annum
		\$
Age	16 years and under	16359
	17 years	18739
	18 years	21713
	19 years	24985
	20 years	27662

**PROVIDED** that the salaries for Scale 2 shall be:

55 per cent at age 16 years  
63 per cent at age 17 years  
73 per cent at age 18 years  
84 per cent at age 19 years  
93 per cent at age 20 years

of the first year of service as a Clerical Assistant Class I (\$29744).

Scale 3 - Junior officers appointed to a position as either a typist, machinist or office assistant.

		Salary per Annum
		\$
Age	16 years and under	16778
	17 years	19219
	18 years	22269
	19 years	25625
	20 years	28371

**PROVIDED** that the salaries for Scale 3 shall be:

55 per cent at age 16 years  
63 per cent at age 17 years  
73 per cent at age 18 years  
84 per cent at age 19 years  
93 per cent at age 20 years

of the first year of service of a Clerical Officer-Keyboard and Office Assistant Class I Grade 1 (\$30506).

**PROVIDED ALWAYS** that a junior officer appointed to a position as a:

- (i) typist, who has satisfactorily passed a speed test in stenography at one or other of the speeds undermentioned, shall be paid a proficiency allowance at the rate of:
  - (a) 80 words per minute - \$662.00 per annum
  - (b) 100 words per minute - \$1320.00 per annum
  - (c) 120 words per minute - \$1993.00 per annum
- (ii) typist, who has satisfactorily passed a typewriting test at one or other of the speeds undermentioned, shall be paid a proficiency allowance at the rate of:
  - (a) 40 words per minute - \$515.00 per annum
  - (b) 50 words per minute - \$662.00 per annum
- (iii) typist, who is regularly employed on audio work, or relieves in that capacity, shall be paid an allowance at the rate of:
  - (a) up to 2 years experience on reel-to-reel or cassette type recorders - \$999.00 per annum

- (b) over 2 years experience on reel-to-reel or cassette type recorders - \$1993.00 per annum

**PROVIDED FURTHER** that the proficiency allowance more particularly set forth in either provisos (i), (ii) or (iii) hereof shall in each case be in substitution for, and not cumulative one upon the other.

**PROVIDED ALSO** that a married officer with a dependent spouse or a dependent child may, on the determination of the controlling authority, be paid the salary he would normally receive on attaining the age of 21 years.

### C. SUPPORTED WAGE SYSTEM

- (a) Eligibility criteria

Subject to this subclause an employer may engage employees at a supported wage rate (as set out in paragraph (c) of this subclause) who meet the impairment criteria for receipt of a Disability Support Pension and who, because of their disability, are unable to perform the range of duties to the competence level normally required for the class of work for which they are engaged.

**PROVIDED** that this subclause does not apply to any existing employee who has a claim against the employer which is subject to the provisions of workers' compensation legislation or any provision of this award relating to the rehabilitation of employees who are injured in the course of their current employment.

**PROVIDED FURTHER** that this subclause does not apply to employers in respect of their facility, programme, undertaking, service or the like which receives funding under the *Disability Services Act* 1986 and fulfils the dual role of service provider and sheltered employer to people with disabilities who are in receipt of or are eligible for a disability support pension, except with respect to an organisation which has received recognition under s.10 or under s.12A of the above Act, or if a part only has received recognition, that part.

- (b) For the purposes of this subclause:

- (i) **'Supported Wage System'** means the Commonwealth Government System to promote employment for people who cannot work at full award wages because of a disability.
- (ii) **'Accredited Assessor'** means a person accredited by the management unit established by the Commonwealth under the Supported Wage System to perform assessments of an individual's productive capacity within the Supported Wage System.
- (iii) **'Disability Support Pension'** means the pension available under the Commonwealth pension scheme to provide income security for persons with a disability as provided under the *Social Security Act* 1991, as amended from time to time, or any successor to that scheme.

(iv) **'Assessment instrument'** means the form provided for under the Supported Wage System that records the assessment of the productive capacity of the person to be employed under the Supported Wage System.

(c) Supported wage rates

Employees to whom this subclause applies shall be paid the applicable percentage of the minimum rate of pay prescribed by this award for the class of work which the person is performing according to the following schedule:

Assessed capacity (paragraph (d))	% of prescribed award rate
10%	10%
20%	20%
30%	30%
40%	40%
50%	50%
60%	60%
70%	70%
80%	80%
90%	90%

**PROVIDED** that the minimum amount payable shall be not less than \$84.00 per week.

(d) Assessment of capacity

For the purpose of establishing the percentage of the award rate to be paid to a supported wage employee under this award, the productive capacity of the employee will be assessed in accordance with the Supported Wage System and documented in an assessment instrument by either:

- (i) the employer and a union party to the award, in consultation with the employee or, if desired by any of these;
- (ii) the employer and an accredited Assessor from a panel agreed by the parties to the award and the employee.

(e) Lodgment of assessment instrument

- (i) All assessment instruments under the conditions of this subclause, including the appropriate percentage of the award wage to be paid to the employee, shall be lodged by the employer with the Registrar of the Tasmanian Industrial Commission.

- (ii) All assessment instruments shall be agreed and signed by the parties to the assessment, provided that where a union which is party to the award, is not a party to the assessment, it shall be referred by the Registrar of the Tasmanian Industrial Commission to the union by certified mail and shall take effect unless an objection is notified to the Registrar of the Tasmanian Industrial Commission within 10 working days.

(f) Review of assessment

The assessment of the applicable percentage shall be subject to annual review or earlier on the basis of a reasonable request for such a review. The process of review shall be in accordance with the procedures for assessing capacity under the Supported Wage System.

(g) Other terms and conditions of employment

Where an assessment has been made, the applicable percentage shall apply to the wage rate only. Employees covered by the supported wage provisions of this subclause shall be entitled to the same terms and conditions of employment as all other workers covered by this award who are paid on a pro rata basis.

(h) Workplace adjustment

An employer wishing to employ a person under the provisions of this subclause shall take reasonable steps to make changes in the workplace to enhance the employee's capacity to do the job. Changes may involve re-design of job duties, working time arrangements and work organisation in consultation with other workers in the area.

(i) Trial Period

- (i) In order for an adequate assessment of the employee's capacity to be made, an employer may employ a person under the provisions of this subclause for a trial period not exceeding 12 weeks, except that in some cases additional work adjustment time (not exceeding 4 weeks) may be needed.
- (ii) During that trial period the assessment of capacity shall be undertaken and the proposed wage rate for a continuing employment relationship shall be determined in accordance with paragraphs (d) and (e).
- (iii) The minimum amount payable to the employee during the trial period shall be no less than \$80.00 per week or such greater amount as is agreed from time to time between the parties.
- (iv) Work trials should include induction or training as appropriate to the job being trialed.

- (v) Where the employer and employee wish to establish a continuing employment relationship following the completion of the trial period, a further contract of employment shall be entered into based on the outcome of assessment under paragraph (c) hereof.

#### **D. TASMANIAN MINIMUM WAGE**

In accordance with s.47 AB of the *Industrial Relations Act 1984* (the *Act*) the minimum weekly wage for an adult full time employee is the Tasmanian Minimum Wage as determined by the Tasmanian Industrial Commission pursuant to s.35 (10A) of the *Act*.

The Tasmanian Minimum Wage is \$694.90 per week effective from 1 August 2017.

**PROVIDED** this clause has no application to employees engaged under a contract of training or to an employee who is in receipt of a supported wage assessment.

#### **9. ALLOWANCES**

- (a) Travelling Allowances:

Until otherwise determined by the Tasmanian Industrial Commission, the travelling allowances payable to officers covered by this award shall be at the rates and in accordance with the terms and conditions for the time being provided by the Parliamentary Privilege Act 1898;

- (b) Other Allowances:

Until otherwise determined by the Tasmanian Industrial Commission, allowances for meals, lodging, accommodation, temporary residence away from headquarters, district residence, Mainland residence, proficiency, relieving duty, higher duty, extra duty, mileage, use of privately-owned motor vehicle on official duties, tools, and clothing, and other allowances (if any) in the nature of additional pay for classes or conditions of work, shall be granted to officers covered by this award at the rates and in accordance with the terms and conditions for the time being provided by the Parliamentary Privilege Act 1898.

#### **10. DEDUCTIONS FROM SALARY**

Until otherwise determined by the Tasmanian Industrial Commission, deductions from salaries or wages on account of quarters, fuel, light, power, board, and other facilities and amenities provided for officers covered by this award, and the rates of those deductions, and the basis on which they shall be calculated shall be in accordance with the terms and conditions for the time being prescribed under the Parliamentary Privilege Act 1898 by any regulations, rules or by-laws made under such Act.



## **11. HOURS OF DUTY**

Until otherwise determined by the Tasmanian Industrial Commission, the ordinary hours of duty (exclusive of meal periods), and the times within such hours shall be worked shall be in accordance with hours of duty for the time being prescribed under the Parliamentary Privilege Act 1898, by any regulations, rules or by-laws made under such Act.

## **12. OVERTIME AND EXTRA REMUNERATION**

Until otherwise determined by the Tasmanian Industrial Commission, overtime payments and the rates of remuneration and conditions in respect of travelling time, shift work, night work, and special duty, and of work on Saturdays, Sundays and holidays, and at any other time outside the ordinary hours of duty, payable to officers covered by this award shall be at the rates and in accordance with the terms and conditions for the time being prescribed under the Parliamentary Privilege Act 1898, by any regulations, rules or by-laws made under such Act.

## **13. NEW APPOINTMENTS AND PROMOTIONS**

The commencing salary of a person or officer either on first appointment or on promotion to a position classified within a class or grade of a classification in respect of which salary scales are prescribed by this award shall be the minimum salary for that position on the appropriate scale, except in any case where, in the opinion of the controlling authority, the qualifications and practical experience of such person or officer in the appropriate field in which he seeks appointment, justify a higher salary.

## **14. RECREATION LEAVE ALLOWANCE**

During a period of recreation leave an officer shall be paid an allowance by way of additional salary calculated at the rate of seventeen and a half per cent of his normal salary, plus, where applicable, any allowance of a permanent nature payable to such officer and deemed by the controlling authority to be in the nature of additional salary.

**PROVIDED** that such allowance shall:

- (a) be calculated on the basis of a maximum period, in any one leave year of four weeks recreation leave;
- (b) in no case where the allowance is calculated on the basis of 17.5% of normal salary shall it exceed the allowance which would be payable in respect of the classification of Administrative and Clerical Employee Class IX. First Year of Service of the Clerical Employees Award (S081), on and from the first day of January, in respect of all recreation leave accrued during the previous 12 months;

- (c) not apply to proportionate recreation leave accrued by an officer in the leave year of the year of termination of service where such officer voluntarily resigns or whose services are terminated for disciplinary or other good reason;
- (d) be calculated at the salary rate applicable to the officer concerned, on the first day of October in the year in which the recreation leave is credited; and
- (e) not be cumulative. Any balance of such allowance due to an officer at the expiration of a period of one year following the date upon which the recreation leave was credited, shall be paid to such officer as soon as is practicable after the date of the expiration of such period.

## **15. HIGHER AND MORE RESPONSIBLE DUTIES ALLOWANCE**

### **(a) Higher Duties Allowance**

- (i) Where an employee is directed by the controlling authority to perform temporarily the duties of an employee with a higher classification for a period of five days or more, that employee shall be paid an allowance equal to the difference between the employee's own salary and the minimum salary of the higher position.
- (ii) Where an employee is directed by the controlling authority to perform temporarily a part of the duties of an employee with a higher classification for a period of five days or more, that employee will receive an allowance established by reference to the proportion that the duties assumed bear to the whole of the duties of the higher position and the difference between the employee's substantive salary and the minimum salary of the higher position.
- (iii) Where an employee is promoted to a higher position in which that employee has previously been performing the duties in a temporary capacity, that employee will receive the increment to which the employee would normally have been entitled had the employee been promoted to the position at the commencement of the period of acting duty.
- (iv) Where an employee continues to perform the higher duties as provided for in subparagraph (i) for a period of more than twelve months an increment if provided for in the higher classified position shall be paid.

**PROVIDED** that no employee shall be entitled to receive any increase in salary by virtue of this subparagraph unless, in the opinion of the controlling authority, his conduct, diligence and efficiency during the twelve months immediately prior to the date from which such increase would be payable shall have been satisfactory.

- (v) For the purposes of paragraph (a) reference to employee does not include temporary or casual employees.

(b) More Responsible Duties Allowance

- (i) Where, for a period of five days or more an employee is required to perform more responsible duties which are not capable of being paid for in subparagraphs (a)(i) and (a)(ii) above, the controlling authority shall authorise a more responsible duties allowance.

The allowance shall be established by reference to the value of the more responsible duties involved.

- (ii) For the purposes of paragraph (b) reference to employee does not include temporary or casual employees.
- (iii) Where an employee receiving an allowance under paragraphs (a) or (b) above proceeds on approved leave, sick leave or leave in lieu of overtime, the employee will continue to receive that allowance provided that the duties continue after the period of such leave.
- (iv) Payment for overtime shall be at the classification rate inclusive of the allowance provided in paragraphs (a) or (b) above.

(c) First Aid Allowance

- (i) An employee who has been trained to render first aid and who is the current holder of appropriate first aid qualifications such as a certificate from the St. John Ambulance or a similar body, shall be paid an allowance at the rate of \$580.00 per annum if appointed by the controlling authority to perform first aid duty.
- (ii) The number of employees who shall be appointed and be eligible to receive such an allowance at any location shall be as determined by the Tasmanian Industrial Commission.

## **16. SALARY INCREMENTS**

- (a) Except where otherwise determined by this award, or where inconsistent with any Act, an officer, while holding a position classified or graded within a class or grade in respect of which a salary scale is prescribed by this award, and who for not less than twelve months has been in receipt of a salary less than the maximum salary prescribed for such classification, shall be entitled to receive the annual increment prescribed for such classification until the maximum salary is reached.

**PROVIDED** that an officer who was an officer on the date of this award shall be entitled to receive such increment on the anniversary of the date upon which he received his last salary increment in respect of his present position.

- (b) An officer whilst continuing to hold the same office or position shall, unless the controlling authority otherwise determines, be deemed, for the purposes of this clause, to have been in receipt of a salary during any period of leave without pay in

the twelve months immediately following the date upon which his previous salary increment was awarded.

- (c) Notwithstanding anything contained in this award, no officer shall be entitled to receive any increase in salary by virtue of this clause unless, in the opinion of the controlling authority, his conduct, diligence and efficiency during the twelve months immediately prior to the date from which such increase would be payable shall have been satisfactory.

D Barclay  
**PRESIDENT**

25 January 2018