

**REGISTER OF
ENTERPRISE AGREEMENTS**

ENTERPRISE AGREEMENT NO: EA02/200

TITLE: Jalcor Enterprise Agreement, 2002-2003

I.R.C. NO: IRC02/2901

DATE APPROVED/COMMENCEMENT: 24 May 2002

TERM: 30 September 2003

**NEW AGREEMENT OR
VARIATION:** New

GAZETTAL REFERENCE: 28 June 2002

DATE TERMINATED:

NUMBER OF PAGES: 7

COVERAGE/DESCRIPTION OF

EMPLOYEES: Applies to all employees, whether members of the Electrical Trades Union of Australia, New South Wales Branch, or not, that fall within the coverage of the National Metal and Engineering on site Construction Industry Award 1989.

PARTIES: Jalcor Pty Ltd -&- Electrical Trades Union of Australia, New South Wales Branch



JALCOR ENTERPRISE AGREEMENT, 2002-2003

1. INTRODUCTION

This Agreement has been jointly developed by Jalcor Pty Ltd. and its employees with the purpose of developing and implementing workplace reform strategies so as to produce a continuous improvement environment aimed directly at improving the competitiveness of the Company within the marketplace, thus delivering projects on time and within budget along with job satisfaction and security for employees.

2. TITLE

This Agreement shall be known as the Jalcor Enterprise Agreement.

3. DEFINITIONS

For the purpose of this Agreement:

- "Agreement" means this Enterprise Agreement.
- "Company" means Jalcor Pty Ltd.
- "Construction Work" has the same definition as contained in the Parent Award.
- "Employee" means an employee of the Company performing work within the scope of this Agreement.
- "NECA" means the National Electrical Contractors Association.
- "Parent Award" means the National Metal and Engineering on site Construction Industry Award 1989 as operative 22nd June 2001. plus Lift Industry Allowance
- "Union" means the Electrical Trades Union of Australia (NSW Branch).

4. OBJECTIVES

The parties to this Agreement are committed to the following shared objectives:

- To ensure customer satisfaction in the provision of services.
- Increasing the competitiveness, productivity, efficiency and flexibility of the Company and its workforce.
- Creating a co-operative, safe and productive environment on the Company's projects.
- Continuing the development of more flexible, efficient and adaptable management and work practices.
- Establishing and developing better and more effective communication and consultation between the Company and employees.
- To foster a commitment to the Company's Quality Management System.
- Improving job security and the working environment.
- To provide for the use of the full range of skills and knowledge held by employees.
- To implement a training skills enhancement program consistent with the provisions of the Parent Award and this Agreement for all employees.
- To substantially reduce disputation and eventually eliminate lost time due to disputation.

5. PARTIES BOUND

This Agreement shall be binding upon:

- a) Jalcor Pty Ltd; and
- b) All employees whether members of the Union or not, engaged in any of the occupations, industries or ceilings specified in the Parent Award; and
- c) The Electrical Trades Union of Australia (NSW Branch).



6. APPLICATION OF AGREEMENT

This Agreement applies to the Company in respect of all employees who are engaged pursuant to the Parent Award and who are engaged upon construction work within the State of New South Wales.

Where there is any inconsistency between this Agreement and the Parent Award, the Agreement shall prevail to the extent of the inconsistency.

7. DATE AND PERIOD OF OPERATION

This Agreement shall come into operation from the date of certification and remain in force until 30th September 2003.

The parties to this Agreement shall continuously monitor the application of the Agreement via a Consultative Committee.

8. NO EXTRA CLAIMS

The Employees and the Union shall not pursue any extra claims, either Award or over Award for the life of the Agreement. Without limiting the generality of the foregoing, there shall be no industrial action for the purpose of supporting or advancing claims against the company until the Agreement's nominal expiry date has passed. Where any disagreement arises, the parties shall follow the Dispute Settlement Procedure contained in this Agreement.

9. NOT TO BE USED AS A PRECEDENT

This Agreement shall not be used as a precedent in any manner whatsoever to obtain similar arrangements or benefits.

10. CONDITIONS OF EMPLOYMENT

- a) It is a term and condition of employment and of the obligations and rights occurring under this Agreement, that an employee:
 - i) Properly use and maintain all appropriate protective clothing and tools and equipment provided by the Company for specified circumstances: and as set out in the safe work method statements. And
 - ii) use any technology and perform any duties which are within the limits of the employee's skill, competence and training; and
 - iii) Understand that termination of employment will be based on job requirements and skills and that the principle of last on - first off will not apply. It is the needs and requirements of the Company, together with the efforts, skills and abilities of the employee which will be the determining factors regarding the retrenchment of employees. However, where efforts, skills and abilities are equal then seniority shall take precedence; and
 - iv) Maintain commitment to, and comply with the Company's directions (consistent with the objectives of the Agreement) with respect to, safety, quality, site cleanliness and waste management; and
 - v) Provide and maintain an adequate kit of tools in accordance with Parent Award requirements; and company requirements.
 - vi) Be committed to the objectives in Clause 4 of this Agreement.
- b) All new employees (other than casuals) will be engaged on the basis of a 3-month probationary period, which shall count as service. The Company reserves the right to terminate a probationary employee at any time during this 3 month period subject to a week's notice or payment in lieu thereof.
- c) The Company's right to employ persons on a specified task and/or specified period basis is acknowledged.

11. DISPUTE SETTLEMENT PROCEDURE

The parties agree that one of the fundamental objectives of this Agreement is to eliminate lost time in the event of a dispute. Further that it is in the best interests of Both parties to achieve prompt resolution of disputes.

The most effective procedure to achieve this, is for the responsibility for resolution to remain as close to the source as is possible, it is with this uppermost in mind that the parties agree to strictly adhere to the dispute settlement procedure as follows:

- a) The employee's or accredited employees representative wishing to raise any matter affecting the employee's shall:
 - i) Initially raise the matter with the employee's immediate supervisor/foreperson. If agreement is not reached at this level, the employee's or representatives shall then;
 - ii) Raise the matter with the Company Manager or his representative. If agreement is not reached at this level and an employee representative has been involved, the employee representative will then;
 - iii) Be provided with telephone facilities to speak to an official of the Union and request representation at a further conference to be held at a date and time mutually acceptable.
- b) Should negotiations as prescribed in (a) above fail, the matter (where appropriate) shall be referred to the National Electrical Contractors Association and the State Secretary of the Union or his/her nominee within five working days, at which level a conference of the parties shall be convened without delay.
- c) In the absence of agreement, either party may refer the matter to the Industrial Relations Commission of New South Wales for conciliation and/or arbitration.
- d) Whilst the above procedure is being affected, work shall continue normally.
- e) All recommendations orders and / or directions of the Australian Industrial Relations Commission shall be strictly observed by all parties subject to the industrial rights of the parties.

12. CONSULTATIVE MECHANISM

The parties agree that a precondition for the effective operation of the Agreement is the establishment of consultative mechanisms with the Company. To this end, a Consultative Committee, comprising of Company appointed representatives and employee elected representatives shall be established and maintained. The purpose of the Consultative Committee shall be to consult, develop, recommend and assist to implement strategies and measures designed to achieve the objectives outlined under Clause 4 of this Agreement.

13. HOURS OF WORK

The parties agree that the current working arrangements for hours of work provisions (including, but not limited to, the daily maximum ordinary hours, work cycles and the taking of meal breaks and rest periods) may be altered during the life of this Agreement following consultation and agreement between the Company and the majority of affected site personnel so as to provide greater flexibility and to meet project and/or shift work or operational requirements. The criteria that will be used in assessing the desirability of proposed changes to hours of work will include the impact on efficiency, operational and project requirements, productivity, quality and quality of life.

The parameters for ordinary hours for the purpose of this Agreement shall be an average of 38 hours per week and shall be between 6.00am and 6.00pm on any or all of the days Monday to Friday. The ordinary hours of work shall be worked continuously except for meal breaks. Different methods of implementation of the hours of work may be applied to various groups or sections of employees by agreement.

Staggered starting and finishing times may be introduced by agreement with employees at the site to help overcome any problems or potential delays. As a consequence, breaks taken during the course of the day shall also be staggered.

Shift Work

The above flexible hours of work provisions will also apply to shift work as defined by the Parent Award.

Rostered Days Off (RDOs)

The parties agree to increased flexibility with regard to the taking of RDO's. RDO's may be rescheduled or staggered over the work cycle rather than on industry RDO days.

By agreement between the Company and an employee, RDO's may be banked to a maximum of five (5). Records of each employee's RDO status will be kept by the Company and made available to the employee upon request.

Starting

Employees shall be at the nearest gang box or site shed dressed and equipped and ready to commence work at the work start time. Wash up time shall occur after the finish time.

14. WAGES

Wage rates for employees shall be as described in Annexure A

The wage increases as listed below will be in lieu of any other increases granted by the Industrial Relations Commission during the term of this Agreement except that should the Parent Award's all purpose hourly wage rates exceed the rates under this Agreement, employees shall be paid at the higher hourly rate.

Expense related allowances, will be paid in accordance with the Parent Award and varied as the Parent Award is varied.

The Company has obtained information on the average rates of pay, within the lift industry and will introduce a minimum rate of pay being paid as at the 1st April 2002. These rates are as shown in annexure A.

The rates of pay, as shown in annexure A (excluding allowances), shall increase by 9.6% over the duration of the agreement, expiring on 30 September 2003 (9.6% over 18 months) broken into 6 monthly increases of 2.4%, 4.8%, 2.4% until the expiry of this agreement.

15. PRODUCTIVITY ALLOWANCE

A productivity allowance of \$1.00 for every hour worked on site will be paid to all employees, engaged in installation site works.

Should there be a site agreement in place, and proof of such agreement is in writing, and the principal contractor or sub contractor, (dependent upon Jalcor's contract) makes such an agreement known to Jalcor, and that the agreement allowance is greater than \$1.00, per/hr/man worked, the excess of \$1.00 will also be paid to the employee. There shall be no claim for both or proportions of both allowances even where the site agreement is called other than Productivity Allowance.

Jalcor will ensure that all site agreements are made "common knowledge" at time of tender as part of our standard terms and conditions.

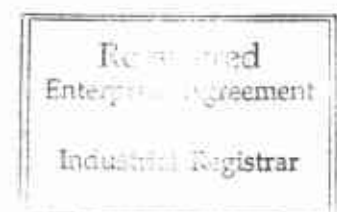
16. NO DISADVANTAGE

No employee shall suffer an overall reduction in pay as a result of the making of this Agreement. The components used to determine if any financial disadvantage has occurred are wage rates, excess fares and travel time only. Site allowance, superannuation, redundancy and top-up/24 hour employee insurance contributions will not form part of an employee pay for this purpose. Further, this assessment will be based on an ordinary 38-hour working week and no overtime shall be taken into account.

17. SUPERANNUATION

The Company will pay superannuation contributions into the CBUS Superannuation Scheme for each employee. It is hereby agreed that this superannuation fund will be the sole fund utilised under this agreement. The contribution rate shall be as required by the Superannuation Guarantee Legislation, provided that the weekly minimum contribution for all employees, except apprentices and trainees, will be \$60 per week worked.

All superannuation contributions will be paid monthly as required by the Trust Deed.



18. REDUNDANCY

Redundancy will be paid strictly according to the provisions of the Parent Award with the exception that this award shall apply notwithstanding that employment is terminated by the Company due to the ordinary and customary turnover of labour.

Upon commencement of this Agreement, the Company will make contributions to MERT on behalf of employees (other than apprentices and trainees) engaged upon construction work at the following rates:

- From date of agreement, at the rate of as specified by the min MERT contribution level and in any case not less than \$50.00 per week worked;

19. TOP-UP/24 HOUR INCOME ACCIDENT PROTECTION INSURANCE

It is a term of the Agreement the Company will pay Top-Up/24 Hour Employee Insurance under the "Wagecover" or "CTAS" or other agreed scheme, to every full time employee.

20. CLOTHING

Employees after 152 hours employment with the Company will be supplied with:

- a) Two sets of shorts, overalls or trousers bib and brace, or any combination of clothing as agreed between the employees and the Company, which shall be replaced on a fair wear and tear basis;
- b) Safety boots will be provided on commencement of employment and replaced on a fair wear and tear basis.
- c) A jumper, or in the case of employees engaged upon construction work, a blucy jacket, which shall be replaced on a fair wear and tear basis.

21. TRANSFER OF LABOUR

If a halt to productive work occurs which is not the fault or the responsibility of the Company, the parties agree that employees can be relocated to other unaffected areas to continue productive work or to other sites if work is available. Provided that employees will continue to be paid in accordance with this Agreement during such a temporary transfer.

22. SKILL DEVELOPMENT

The Company acknowledges the changing pace of technology in the industry and the need for employees to understand those changes and have the necessary skill requirements to keep the Company at the forefront of the industry.

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

- a) Developing a more highly skilled and flexible workforce.
- b) Providing employees with career opportunities through appropriate training to acquire the additional skills as required by the Company.

Taking into account:

- The current and future skill needs of the Company.
- The size, structure and nature of the Company.
- The need to develop vocational skills relevant to the Company and the Industry.

Where, by agreement between the employee and employer, an employee undertakes training providing skills, which are not a company specific requirement, any time spent in the completion of this training shall be unpaid.



23. WET WEATHER PROCEDURE

In the event of wet weather, work in the open will continue until the particular work in hand can no longer be done safely and efficiently.

Whilst it is raining, employees will be required to:

- Continue to work under cover or relocate to alternative work under cover, on site or relocate to other work areas or sites.
- Obtain materials and services for employees working under cover where there is only minimal exposure to inclement weather.
- When required, perform emergency and safety work. In addition, work on unexpected breakdowns, which can be corrected in limited time duration.
- Should a portion of the project be affected by wet weather, all other employees not so affected shall continue working in accordance with award conditions, regardless that some employees may be entitled to cease work due to wet weather.
- If a halt to productive work occurs due to inclement weather, the parties agree that employees may be relocated to other unaffected sites.

Where the above steps are not possible, affected employees may be required to attend tool box meetings, work planning sessions or skills development activities, all of which will count as productive time for payment purposes.

24. PAYMENT OF WAGES

Wages will be paid weekly by direct deposit. The Company shall comply with all provisions to the keeping of time and wage records and the production of payslips in accordance with the Industrial Relations Act 1996.

Each employee is responsible for the accurate and timely completion and provision of time sheets and production records.

25. FARES AND TRAVELLING ALLOWANCES

Employees will be paid an excess fares allowance where they have an entitlement to this allowance under the Parent Award.

Where an employee has an entitlement to the excess travelling time payment pursuant to the Parent Award, the payment will be as prescribed.

Both allowances are fixed for the life of the Agreement.

26. PICNIC DAY

In accordance with picnic day provisions, the Company shall require from an employee proof of picnic day attendance, i.e. ETU ticket purchase, before payment will be made for the day. A ticket purchased in relation to an alternative union picnic day is not sufficient for the purposes of payment.

27. DISTANT/AWAY WORK

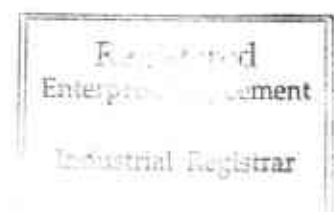
Where an employee genuinely volunteers to be transferred to a distant site, they shall not be entitled to living away allowances or travel expenses.

Where an employee is specifically requested to transfer to a distant site, they shall be entitled to living away allowances.

All arrangements regarding distant sites shall be formalised in writing and witnessed by another employee. The selection of employees for away work shall be solely at the discretion of the Company.

28. QUALITY ASSURANCE

The parties endorse the underlying principles of the Company's/Principles quality management system, which seeks to ensure that its services are provided in a manner which best conforms to the requirements of the contract with its customer and the employees to follow the procedures, document their compliance and participate in the improvement process. In particular, this will require employees to regularly and reliably fill out documentation and checklists to signify that work has been carried out in accordance with the customer's specific requirements. Where necessary, training will be provided by the principle in these activities.



29. TOOLS

The parties agree that a necessary precondition for a productive and efficient workforce is to ensure that employees maintain and provide an adequate kit of tools.

A priority for the consultative committee is to develop an agreed tool list for employees consistent with the nature of work undertaken by the Company.

30. SUPPLEMENTARY LABOUR

The parties agree that when necessary to meet short-term peak work requirements additional labour resources can be sourced from Labour Hire Companies who have an enterprise agreement with the union signatory to this Agreement.

31. RENEWAL OF AGREEMENT

Discussions will take place no later than 8 weeks prior to the expiry of this Agreement to renegotiate a future agreement.

32. SIGNATORIES

Signed by: *[Signature]* - Date: 1.5.02
For and on behalf of Jalcor Pty Ltd.

Signed by: *[Signature]* - Date: 14.5.02
For and on behalf of the Electrical Trades Union of Australia (NSW Branch)

33. ANNEXURE A

MINIMUM WAGES RATES

The minimum rate of pay for the given class of employees is shown below.

<u>Classification</u>	<u>Pay Increment Dates.</u>	
Trades Assistant.	01.04.02 – 01.10.02.	\$18.43. per hour normal time
	01.04.02 – 01.10.02.	\$19.31.
	01.04.02 – 01.10.02.	\$19.77.
Mechanical Fitter.	01.04.02 – 01.10.02.	\$20.99. per hour normal time
	01.04.02 – 01.10.02.	\$21.99.
	01.04.02 – 01.10.02.	\$22.52.
Electrical Mechanic.	01.04.02 – 01.10.02.	\$20.99. per hour normal time
	01.04.02 – 01.10.02.	\$21.99.
	01.04.02 – 01.10.02.	\$22.52.
Electrician Special Class.	01.04.02 – 01.10.02.	\$22.06 per hour normal time
	01.04.02 – 01.10.02.	\$23.07.
	01.04.02 – 01.10.02.	\$23.62.

