

# ENTERPRISE AGREEMENT

NO: E.A. 22 /1995

DATE REGISTERED: 31-1-95

PRICE: \$ 14-00

# N.Z.N. CHATSWOOD CHASE

## ENTERPRISE AGREEMENT

### 1 Title

- 1.1 This agreement shall be known as the N.Z.N. Chatswood Chase Enterprise Agreement ('the Agreement').

### 2. Arrangement

- 2.1 This Agreement is set out in the following manner.

<u>Clause No.</u>	<u>Subject Matter</u>
1.	Title
2.	Arrangement
3.	Parties Bound and Scope
4.	Operation
5.	Trades and Occupations and Classifications
6.	Contract of Employment
7.	Minimum Rates of Wages for Ordinary Hours
8.	Ordinary Hours of Employment
9.	Overtime
10.	Public Holidays
11.	Meal Breaks and Refreshments
12.	Sick Leave
13.	Disputes and Grievances Procedure
14.	No Duress

### 3. Parties Bound and Scope

- 3.1 This Agreement shall be binding upon Cutway Pty Ltd, A.C.N. 057 322 219, trading as New Zealand Natural Chatswood Chase on the one part ("the Employer") and the employees on the other part.
- 3.2 The enterprise for which this agreement is made is the New Zealand Natural Chatswood Chase, food and beverage shop, Chatswood Chase, Victoria Ave, Chatswood, N.S.W. 2067.

### 4. Operation

- 4.1 This Agreement shall operate from the date of registration (which is noted as                      day of 199 ) and shall remain in force for 3 years from the said date of registration.

**5. Trades and Occupations and Classifications**

- 5.1 The Agreement shall regulate totally the terms and conditions of employment for the occupations of shop assistants of the Shop Employees (State) Award. To the extent of any inconsistency between the award and the Agreement, the Agreement shall prevail.
- 5.2 Nothing in this Agreement limits the application to an employee bound of any conditions that apply under any Act irrespective of its conditions such as parental leave, annual leave, long service leave, jury service, superannuation, workers compensation.

**6. Contract of Employment**

- 6.1 Employees shall be engaged on the following basis:
- 6.1.1 employed by the week.
- 6.1.2 payment shall be at least once each fortnight (or on such other basis as may be agreed between the employer and the employees).
- 6.1.3 may be terminated during the first 6 months of employment (on probation) by 4 hours notice and thereafter (following confirmation) by one weeks notice on either side.
- 6.2 Nothing in the Agreement shall affect the right of the Employer to dismiss an employee without notice for refusal of duty, malingering, inefficiency, neglect of duty or misconduct.

*Handwritten signatures and initials:*  
S.C. mg

7. Minimum Rates of Wages for Ordinary Hours

7.1 Subject to Clause 7.2, the rates of pay for each adult employee shall be the appropriate minimum according to the levels in this Agreement as follows:

7.1.1 **Level 1**

Employees 21 years of age and over shall be paid a minimum according to the levels in this Agreement as follows:

Shall Mean - Starting Rate \$11.50 p.h.

Employees under 21 years of age, shall be paid for the work during ordinary hours not less than the relevant age related weekly rate as follows:

Under 16 years of age	\$ 4.60 per hour
At 16 years of age	\$ 5.80 per hour
At 17 years of age	\$ 6.90 per hour
At 18 years of age	\$ 8.10 per hour
At 19 years of age	\$ 9.20 per hour
At 20 years of age	\$ 10.40 per hour

7.1.2 **Level 2**

Employees 21 years of age and over shall be paid a minimum rate for work during ordinary hours not less than the hourly rate as follows:

shall mean - Customer support \$11.75 per hour

Employees having successfully completed training tapes and booklets and demonstrated first shift support, skills on the job .

Employees under 21 years of age, shall be paid for the work during ordinary hours not less than the relevant age related weekly rate as follows:

Under 16 years of age	\$ 4.70 per hour
At 16 years of age	\$ 5.90 per hour
At 17 years of age	\$ 7.05 per hour
At 18 years of age	\$ 8.25 per hour
At 19 years of age	\$ 9.40 per hour
At 20 years of age	\$ 10.60 per hour

*Handwritten initials:* SP, MK, SC, AB, MG

7.1.3 **Level 3**

Employees 21 years of age and over shall be paid a minimum rate for work during ordinary hours not less than the hourly rate as follows:

shall mean - Fully Competent \$12.00 per hour  
 Employees having the skills of Levels 1 and/or 2  
 and having demonstrated personal image, hygiene,  
 customer service, staff supervision, sales building  
 on the job, as assessed by the franchisee.

Employees under 21 years of age, shall be paid for the work during ordinary hours not less than the relevant age related weekly rate as follows:

Under 16 years of age	\$ 4.80 per hour
At 16 years of age	\$ 6.00 per hour
At 17 years of age	\$ 7.20 per hour
At 18 years of age	\$ 8.40 per hour
At 19 years of age	\$ 9.60 per hour
At 20 years of age	\$10.80 per hour

7.2 The employer, having regard to the skills, responsibilities and merit of an employee, may agree with an individual employee by separate contract to pay a rate in excess of the rates in Clause 7.1.

## 8. Ordinary Hours of Employment

8.1 Ordinary hours of employment shall be by mutual agreement from time to time, a maximum average of 38 hours per week not more than 9 per day, Monday to Friday.

8.2 Wherever reasonably possible work shall be arranged so that an employee shall have at least 10 consecutive hours off duty between work on successive days.

## 9. Overtime

9.1 Employees who work in addition to ordinary hours shall do so by agreement from time to time and at the same rate or at an agreed rate higher than the rate which would ordinarily apply for ordinary hours in this Agreement.

9.2 An overtime meal allowance can be paid at the discretion of the employer.

## 10. Public Holidays

- 10.1 Employees can, by agreement, work ordinary hours on any days appointed as Public Holidays throughout the State.
- 10.2 Where an employee would have been entitled to payment for not working ordinary hours on a Public Holiday, had an award applied, payment will be according to Clauses 7 and 8 of this Agreement.

## 11. Meal Breaks and Refreshments

- 11.1 Non-paid meal breaks shall be as arranged between the Employer and the employee.
- 11.2 During any shift of eight hours or more, employees shall be allowed opportunities for a paid refreshment break or breaks of no more than thirty minutes duration in aggregate and not less than five minutes for any one break. Employees on shifts of less than 8 (eight) and more than 5 hours shall be allowed opportunities for paid refreshment breaks of no more than 15 minutes duration in aggregate. Such breaks shall be arranged in such a manner as not to interfere with the continuous running of the establishment.

## 12. Sick Leave

- 12.1 An employee who is unable to attend or remain at his/her place of employment by reason of personal illness or personal incapacity not due to the Employee's wilful misconduct, shall be entitled to one (1) week of absence paid at the appropriate ordinary hourly rate for the first and each subsequent year of employment. Such days if not taken shall not accumulate from year to year under this agreement.
- 12.2 Provided that the employee complies with the following conditions:
- 12.2.1 The employee shall, where practicable, advise the employer of his/her inability to attend for work on the morning of the absence and as far as possible the nature of the illness and the estimated period of absence; and
- 12.2.2 If so required by the employer, the employee shall produce a medical certificate or other satisfactory evidence to prove the employee's inability to attend for duty on the days in respect of which sick leave is claimed.
- 12.2.3 The foregoing provisions are not intended to limit the Employer dealing with particular cases on a more generous basis.

### 13. Disputes and Grievances Procedure

- 13.1 All disputes or grievances arising within the enterprise shall as far as practical be resolved through consultation among all of the parties within the enterprise. Accordingly the following procedure shall be followed:
- 13.1.1 initially the staff member shall discuss any grievance, dispute or claim with the senior employee and/or franchisee.
  - 13.1.2 where there is no satisfactory resolution arising from discussions between the employee and his/her supervisor they may agree to involve other employees on a confidential and informal basis.
  - 13.1.3 where there is no satisfactory resolution through informal discussions among nominated employees the aggrieved employee may seek the franchisee's agreement to discuss the matter with the franchisor.
  - 13.1.4 should the matter involve interpretation of this Agreement the employee and the franchisee may agree on the involvement of an impartial third party from outside the organisation who can assist them reach a mutually acceptable out come, (where this involves junior employees parents can also be involved in consultation).
- 13.2 If not settled the parties may request the matter to be taken up through the due processes with the Industrial Relations Commission.

14. No Duress.

14.1 The N.Z.N. Chatswood Chase Enterprise Agreement was not entered into under duress by any of the following persons who are party to it:

Name	Residential Address and Telephone Number	Signature
MICHELLE FARRAR	3 LORD STREET ROSEVILLE 2069 PH 416 7117	<i>M Farrar</i>
NATALIE FORD	16 HORACE STREET ST IVES 2075 PH 449 1732	<i>N Ford</i>
AMANDA JAMIESON	10 RALEIGH CRES ST IVES 2075 PH 983 9929	<i>A Jamieson</i>
SARAH CORNISH	25 THROPP STREET NEUTRAL BAY PH 909 2994	<i>S. Cornish</i>
KAREN THORNTON	10 WEDON ROAD ARTARMON PH 411 2235	<i>K Thornton</i>
STEPHANIE LEVI	6 PADDEN PLACE WAHROOKA 2076 PH 489 1681	<i>Stephanie Levi</i>
LYANWA CHAN	16 NARRAWEE AVE CASTLE COVE 2069 PH 417 7111	<i>Lyanwa Chan</i>

**Employer Name**  
CUTWAY PTY LTD  
trading as NEW ZEALAND NATURAL CHATSWOOD CHASE  
A.C.N. No. 057 322 219

*Rachael Maiden*  
On behalf of the Employer

