

ENTERPRISE AGREEMENT

NO: E.A. 381 /1995

DATE REGISTERED: 13-11-95

PRICE: \$ 10-00

10/3/95

**SAVE THE CHILDREN FUND [BLACKTOWN] ENTERPRISE  
AGREEMENT - 1995**

BETWEEN

**THE FUND MANAGEMENT**

AND THE

**BLACKTOWN FAMILY SUPPORT SERVICE STAFF**

1. ARRANGEMENT

1. Arrangement
2. Incidence and parties bound
3. Term of agreement
4. Relationship to parent award
5. Purpose of agreement
6. Rostered days off
7. Staff counselling procedure
8. Date of registration
9. Signatories

2. INCIDENCE AND PARTIES BOUND

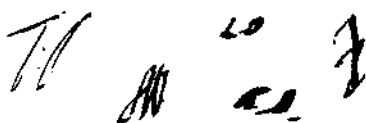
This Agreement shall apply to all staff engaged to work at or from the Fund's premises located at 11 Griffith Street, Blacktown, NSW. The Agreement will be titled the Save the Children Fund [Blacktown] Enterprise Agreement-1995 and has been reached with the consent of the parties and without duress.

Employees party to this Enterprise Agreement shall be classified by the year under either of the following award classifications:-

- Social Welfare Assistant
- Social Welfare Worker Category 1
- Social Welfare Worker Category 2
- Social Welfare Worker Category 3

3. TERM OF AGREEMENT

This Agreement shall take effect from the date of registration and operate from the first full pay period to commence on or after the date of registration and shall remain in force for a period of 36 months.



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4. RELATIONSHIP TO PARENT AWARD

It has been determined by the parties to this Enterprise Agreement that the agreement shall be read and interpreted wholly in conjunction with the Social and Community Services Employees [State] Award and provided that where there is any inconsistency, this Agreement shall take precedence.

5. PURPOSE OF AGREEMENT

The purpose of this Agreement is to introduce and maintain a more satisfactory and effective staffing arrangement that will improve the current efficient service provided for the local community. Accordingly, a stronger emphasis and total delegation of labour management will be assumed by the Centre's staff co-ordinator with all staff being answerable to this person.

6. ROSTERED DAYS OFF [RDO]

Employees party to this Agreement acknowledge the need for the regularity of staffing at the workplace at all times and accordingly, agree to take appropriate rostered days off at a time to suit the enterprise.

With the exception of the staff co-ordinator who will take RDO's throughout the year, the remaining staff undertake to 'bank' their RDO entitlements to a maximum of 5 days and to take such entitlement during the school holiday period at a mutually agreed time with Fund management.

The hours of work arrangements provide for the taking of 15 RDO's each year for each full time and part time employee and only on the basis that overtime work has accrued.

7. OVERTIME

The parties to this Agreement acknowledge that overtime will be required to be worked on a regular basis. There will be no direct payment made for the working of overtime, such time being offset against the granting of a maximum of 15 RDO's annually as set out in clause 6 herein.

SAVE THE CHILDREN FUND [BLACKTOWN] ENTERPRISE AGREEMENT - 19958. STAFF COUNSELLING PROCEDURE

With the object of retaining good employer/employees relations, no employee will be dismissed [except for misconduct which would justify instant dismissal] unless the following procedures have been followed:

- 8.1 First Counselling [verbal]: If Fund management considers a member of staff to be unsatisfactory for any reason, the employer shall inform the employee of the unsatisfactory nature of the employee's service, giving the employee the right to respond. If the employee so requests, a witness of his/her choosing may be present.
- 8.2 Second Counselling [verbal]: If the employer is of the opinion that the employee continues to be unsatisfactory, the Fund management shall again discuss with the employee, in the presence of a witness if requested, the unsatisfactory nature of the employee's service and advise the employee that continuation of such unsatisfactory service may lead to dismissal. This meeting shall be minuted.
- 8.3 Third and Final Counselling [written]: If, after the two [2] verbal counsellings, the employer still considers the employee to continue to remain unsatisfactory and in the presence of a witness of the employees choosing, the employee will again be counselled and advised that a continuing failure on his/her part to rectify the unsatisfactory nature of performance will lead to dismissal. This final counselling will be committed to writing by the Fund management with the employee being requested to sign the document.

9. DATE OF REGISTRATION

This Enterprise Agreement was registered on \_\_\_\_\_ 1995.

// R.S. M I to be R.A. m.s.

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**SAVE THE CHILDREN FUND (BLACKTOWN)**  
**ENTERPRISE AGREEMENT - 1995**

BETWEEN  
THE FUND MANAGEMENT  
AND THE  
BLACKTOWN FAMILY SUPPORT SERVICE STAFF

**BLACKTOWN FAMILY SUPPORT SERVICE EMPLOYEES:**

**NAME:** ANN FLORENCE GRENFELL  
**ADDRESS:** 12 KNIGHT PLACE  
BLIGH PARK NSW 2756  
**PHONE:** (045) 726 493

**NAME:** SIGRID CLARA HERRING  
**ADDRESS:** 47 SIXTH ROAD  
BERKSHIRE PARK NSW 2765  
**PHONE:** (045) 726 558

**NAME:** PAULETTE HEWITT  
**ADDRESS:** 27 SMITH STREET  
ST MARYS NSW  
**PHONE:** (02) 833 3027

**NAME:** LEIGH ORLEY  
**ADDRESS:** 92 TAMBOURA AVENUE  
BAULKHAM HILLS NSW 2153  
**PHONE:** (02) 624 2184

**NAME:** ROSEMARY ANNE SMITH  
**ADDRESS:** 25 SLOING CRES  
MT PLEASANT NSW 2749  
**PHONE:** (047) 301 248

**NAME:** MARYANNE SULTANA  
**ADDRESS:** 217 HILLEND ROAD  
DOONSIDE NSW 2767  
**PHONE:** (02) 626 0157

**NAME:** CAROL WANG  
**ADDRESS:** 42A/177A RESERVOIR ROAD  
BLACKTOWN NSW 2148  
**PHONE:** (02) 831 4323

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10. SIGNATORIES

Signed for and on behalf of the Save the Children Fund

Rob Cantt.  
Manager

4.7.95  
Date

Jack Math  
Witness

4-7-95  
Date

Signed by the staff of the Blacktown Family Support Service

Liquid Henning  
Employee

22/6/95  
Date

Paula's Smith  
Employee

22/6/95  
Date

R. Smith  
Employee

22/6/95  
Date

Cheng Ping Wang  
Employee

22/6/95  
Date

Maryanne Sultana  
Employee

22/6/95  
Date

Leigh Oley  
Employee

22/6/95  
Date

Spence  
Employee

22.6.95  
Date