

**REGISTER OF
ENTERPRISE AGREEMENTS**

ENTERPRISE AGREEMENT NO: EA20/02

TITLE: State Super Enterprise Agreement 2020 - 2022

CASE NO: 2020/23166

DATE APPROVED/COMMENCED: 3 February 2020 / 10 February 2020

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NEW AGREEMENT OR VARIATION: New

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COVERAGE/DESCRIPTION OF EMPLOYEES:

The agreement applies to all non-executive employees employed by the SAS Trustee Corporation Staff Agency, also known as State Super, located at 83 Clarence Street, Sydney NSW 2000.

PARTIES:

SAS Trustee Corporation Staff Agency -&- Public Service Association and Professional Officers' Association Amalgamated Union of New South Wales.

STATE SUPER

ENTERPRISE AGREEMENT 2020 - 2022

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1. INTENTION

- a. This Enterprise Agreement aims to consolidate in the one document all common conditions of employment for non-executive employees of State Super.
- b. This Agreement will be interpreted and applied in a fair and equitable manner, recognising that State Super's employees manage the State Authorities Superannuation Scheme, the State Superannuation Scheme, the Police Superannuation Scheme and the State Authorities Non-contributory Superannuation Scheme in New South Wales.

2. PARTIES TO THE AGREEMENT

- a. The parties to this Enterprise Agreement are:
 - i. SAS Trustee Corporation Staff Agency also known as State Super
 - ii. Public Service Association of NSW

3. TITLE OF THE AGREEMENT

- a. This Agreement will be known as the State Super Enterprise Agreement 2020-2022.

4. INCIDENCE

- a. This Agreement will replace the SAS Trustee Corporation Conditions of Employment Determination 2019.
- b. This Agreement is underpinned by the terms and conditions of employment regulated by the following:
 - i. *Government Sector Employment Act 2013*
 - ii. *Government Sector Employment Regulation 2014*
 - iii. *Government Sector Employment Rules 2014.*
- c. The parties agree that the total remuneration package provided for in the Agreement will not, at any time, be less than those provided for in the SAS Trustee Corporation Conditions of Employment Determination 2019 that would cover the employee, had this Agreement not been made.

5. PERIOD OF OPERATION

- a. This Agreement will commence operation seven days after approval by the Industrial Relations Commission.
- b. The nominal expiry date is 30 months from the date of Commencement.
- c. This Agreement can be terminated by mutual agreement during the term of the Agreement, or at or after its expiration by one party giving the other party at least three months' notice of intention to terminate.

6. DEFINITIONS

- a. **Agreement** in this document means the State Super Enterprise Agreement 2020-2022.
- b. **Chief Executive Officer** means the Chief Executive Officer of State Super as defined in the *Superannuation Administration Act 1996* (NSW) or an acting Chief Executive Officer.
- c. **Corporation** means State Super, as defined in the *Superannuation Administration Act 1996* (NSW).
- d. **Employees** means persons employed by the Corporation under Section 21 of the *Government Sector Employment Act 2013* and whose positions and remuneration rates are set out in Appendix A - Remuneration Rates of this Agreement.
- e. **Staff Agency** means the SAS Trustee Corporation Staff Agency listed in Part 2 of Schedule 1 of the GSE Act.

7. EMPLOYMENT CONDITIONS AND PROGRESSION

- a. State Super employees are engaged under the terms of Section 43 of the GSE Act.
- b. The parties to this Agreement are committed to providing a professional work environment and a culture that supports collaboration, on-going development and work life balance. The focus is on quality outcomes rather than hours worked.
- c. This commitment includes providing a safe and healthy workplace that is free of harassment and discrimination in accordance with the Corporation's policies and practices on Work Health and Safety and Diversity and Inclusion.

7.1 Hours

- a. The ordinary hours of work are 35 hours per week which can be standard or flexible and worked on a full-time or part-time basis. Part-time employees receive entitlements on a pro rata basis, calculated according to the number of hours worked.
- b. State Super's office hours are between 7.00 a.m. and 6 00 p.m.
- c. Part-time work may be undertaken with the agreement of the Chief Executive Officer. The terms of the part-time agreement must be in writing and can only be varied with the consent of both parties.
- d. Employees are required to take a 1-hour unpaid lunch break during the day, if working more than five hours, and a 30-minute break if working up to five hours.

7.2 Reasonable Additional Hours And Time Off In Lieu

- a. Due to business requirements employees may be requested to work reasonable additional hours on occasion.
- b. The request to work reasonable additional hours will consider the employee's commitments outside the workplace and their health and safety.

- c. An employee who agrees to work reasonable additional hours may take time off in lieu as compensation, at a time agreed with their manager.
- d. Except when time off in lieu is being taken to look after a sick family member, the grant of time off in lieu will be in consideration of business requirements.

7.3 Assignment To A Role

- a. Positions within State Super are attributed to a classification by way of a job evaluation methodology consistent with the NSW Public Sector.
- b. Assignment to a vacant role at State Super will be by competitive merit selection, encompass the NSW Public Sector Capability Framework and in accordance with the provisions of the GSE Act, the GSE Regulation and the GSE Rules.
- c. The starting salary will be determined by the Chief Executive Officer in consideration of the successful applicant's qualifications, relevant skills, experience and the capabilities specified in the role description.
- d. Progression to a higher-level position will be by competitive merit selection for an advertised vacancy.

7.4 Remuneration And Levels

- a. An employee's annual total remuneration package will be maintained in full on entering into this Agreement.
- b. The total remuneration package for employees covered by this Agreement is specified in Appendix 1 and provides for a maximum 2.5% increase from 1 July 2020 and 1 July 2021 and in addition will include the 2021 increase in superannuation from 9.5% to 10%.
- c. The remuneration rates contained in Appendix 1 includes:
 - i. base salary
 - ii. superannuation
 - iii. annual leave loading.

7.5 Temporary Assignment To A Higher Role

- a. An employee who is temporarily assigned by the Chief Executive Officer to a higher level non-executive role will be paid an allowance in accordance with the provisions of clause 20 of the GSE Regulation.
- b. Where the employee is performing some but not all of the duties of the higher role, they will be remunerated according to the duties they are performing.
- c. Prior to the commencement of higher duties, the Chief Executive Officer in consultation with the employee's manager will decide what proportion of the duties the employee is to perform.

8. SALARY SACRIFICE

- a. The Corporation and employees can agree to salary sacrifice arrangements consistent with the arrangements under the Crown Employees (Public Sector Salaries 2019) Award or any variation or replacement award.

9. NO EXTRA CLAIMS

- a. The parties agree that, during the term of this Agreement, there will be no extra claims for remuneration, improved conditions of employment or demands made with respect to the employees covered by the Agreement and, further, that no proceedings, claims or demands concerning remuneration or conditions of employment with respect to those employees will be instituted before the Industrial Relations Commission or any other industrial tribunal.
- b. The terms of the preceding paragraph do not prevent the parties from taking any proceedings with respect to the interpretation, application or enforcement of existing Agreement provisions.

10. ALLOWANCES

10.1 First Aid Officer Allowance

- a. An employee who holds a current St John's Ambulance Certificate or equivalent and is appointed as a First Aid Officer will be paid a First Aid Allowance at the rate specified in Appendix A - First Aid Officer Allowances.
- b. A current certificate is one issued within the last 3 years.
- c. The First Aid Allowance will not be paid during leave of 1 week or more.

10.2 Support For Additional Hours

- a. If an employee works additional hours beyond their normal mealtime, a meal will be provided up to the value consistent with the ATO guidelines, or \$25.00 (indexed annually) if no guidelines are available.
- b. Where an employee ceases working additional hours after 8.00 p.m. (during daylight savings time) or 7.00 p.m. (during standard time), the Corporation will pay for a suitable means of transport to enable the employee's safe return home.

11. FLEXIBLE WORK

11.1 General

The parties to this Agreement are committed to fostering flexibility around start and finish times, under the following conditions:

- a. the Chief Executive Officer is satisfied that business requirements will continue to be met.
- b. the arrangement is fair and equitable to the employees involved.

- c. any additional hours worked may be taken by the employee as time off in lieu at a suitable time agreed between the employee and their manager.

11.2 Working From Home

The Chief Executive Officer can approve working from home on an ad hoc basis. However, if an employee is likely to work from home more than 12 days a year, the following conditions must be met:

- a. the Chief Executive Officer is satisfied that the business requirements will continue to be met.
- b. a written agreement is reached with the employee in respect of the time to be worked from home.
- c. work health and safety considerations, including the provision of equipment required and any other relevant conditions specified in the Working from Home Self-Assessment and Checklist have been met. The Chief Executive Officer will rely on the employee's Self Attestation and feedback provided by the WH&S Committee.

12. TRAVEL

- a. All travel will be undertaken in accordance with State Super's Travel Policy and approval must be obtained prior to any expense being incurred.
- b. Expenses reasonably incurred in relation to approved travel will be met by the Corporation.

12.1 Use Of Private Motor Vehicle For Work Travel

- a. The use of a private motor vehicle for work related travel must be approved by the Chief Executive Officer or delegate.
- b. Employees will be reimbursed in accordance with the prevailing ATO ruling for such use of a private motor vehicle.
- c. The employee must attest that their driver's license and the motor vehicle to be used, comply with any policy required to be effected or maintained under the *Motor Vehicles (Third Party Insurance) Act, 1942*. This includes the requirement to have a current comprehensive motor vehicle insurance policy to an appropriate amount. The Chief Executive Officer will rely on the employee's attestation and can seek evidence as necessary.
- d. Employees will be reimbursed for relevant expenses incurred during work related travel.

12.2 International Travel

- a. An employee who is required to travel overseas on official business will be paid the appropriate overseas travelling allowances for incidentals as specified in the relevant Premier and Cabinet Circular.

- b. This allowance may be adjusted for accommodation, meals and travel paid for directly by State Super.

13. LACTATION BREAKS

- a. Lactation breaks are provided to mothers for breastfeeding and related activities in addition to other breaks specified in this Agreement.
- b. One paid 30-minute lactation break will apply if the employee works up to 4 hours a day and two paid lactation breaks will apply if the employee works more than 4 hours a day.
- c. Access to a suitable, private space for the purpose of breastfeeding or expressing milk will be made available and can be an office or meeting room.
- d. Employees who need support or treatment in relation to breastfeeding and the transition to the workplace may utilise the provisions available under Sick Leave To Care For A Family Member.

14. PUBLIC HOLIDAYS

- a. Employees are entitled to a paid day off on:
 - i. a state public holiday
 - ii. a public service holiday, which is a day between Boxing Day and New Year's Day as determined by the Chief Executive Officer.

15. LEAVE

15.1 General

- a. These leave provisions apply to all non-executive employees of State Super.
- b. The Chief Executive Officer or their delegate, once satisfied that business requirements will be met, will approve application for leave as requested by the employee.
- c. Part-time employees will receive the paid leave provisions on a pro rata basis, according to the number of hours worked per week.
- d. Paid Leave must be exhausted before unpaid leave is available.

15.2 Absence From Work

- a. An employee must have reasonable cause to be absent from duty.
- b. If an employee is absent from duty because of illness or other emergency, the employee is required to notify, or arrange for their manager to be notified, as soon as possible.
- c. If an employee is absent from duty without authorised leave, the Chief Executive Officer will deduct from the employee's pay the amount equivalent to the absence, or reduce any available leave provision, at their discretion.

- d. The minimum period of leave available is a quarter day.
- e. Nothing in this clause affects any proceedings for a breach of discipline against an employee who is absent from duty without authorised leave.

15.3 Extended Leave

- a. Extended Leave means long service leave which will accrue and be granted in accordance with the GSE Regulation.

15.4 Family And Community Service Leave

- a. The Chief Executive Officer will grant an employee some, or all of their accrued Family and Community Service Leave on full pay, for unplanned and emergency situations which may include, but is not limited to, the following:
 - i. compassionate grounds such as the illness or death of a family member or a member of the employee's household
 - ii. emergency accommodation matters such as court attendance as a defendant in an eviction action, to arrange accommodation, or when required to remove furniture and effects
 - iii. weather conditions, emergency situations or disruptions to utility services that threaten an employee's property and/or prevent an employee from attending work
 - iv. unplanned or unforeseen family responsibilities, such as attending a child's school for an emergency or emergency cancellation of childcare services
 - v. where an employee is required to attend court on a criminal charge, the Chief Executive Officer will determine if granting Family and Community Service Leave is appropriate.
- b. Family and Community Service Leave may also be granted for:
 - i. employees holding office in Local Government to attend meetings or perform duties necessary to their position, provided that the position is not as Mayor of a Municipal Council, President of a Shire Council or Chairperson of a County Council
 - ii. employees who are selected to represent Australia or the State in a major amateur sport competition, other than the Olympic or Commonwealth Games.
- c. Non-emergency appointments should be managed outside normal working hours, through flexible work arrangements or other appropriate leave.

15.5 Family And Community Service Leave Accrual And Application

- a. Family and Community Service Leave will accrue as follows:
 - i. two and a half days in the first and second year of service
 - ii. one day per year thereafter.
- b. If available Family and Community Service Leave is exhausted as a result of natural disasters, the Chief Executive Officer may consider granting additional Family and Community Service Leave, if some other emergency should arise.
- c. If available Family and Community Service Leave is exhausted on the death of a family member or relative, additional paid Family and Community Service Leave of up to two

days may be granted on a discrete, per occasion basis.

- d. In the case of illness of a family member for whose care and support the employee is responsible, paid Sick Leave to care for a family member will be granted when paid Family and Community Service Leave has been exhausted.
- e. The Chief Executive Officer may grant other forms of leave such as accrued Recreation Leave, time off in lieu and so on for Family and Community Service Leave purposes.

15.6 Leave Without Pay

- a. The Chief Executive Officer may grant Leave Without Pay on a full-time or a part-time basis in consideration of the business requirements and employee's circumstances.
- b. Where an employee is granted Leave Without Pay for a period not exceeding 10 consecutive working days, the employee will be paid for any proclaimed public holiday falling within that period.
- c. Where an employee is granted Leave Without Pay which, when aggregated, does not exceed 5 working days in a 12-month period, such leave will count as service for accrual of Recreation Leave.
- d. An employee who has been granted Leave Without Pay is not to engage in employment of any kind during the period of leave, unless prior approval has been obtained from the Chief Executive Officer.
- e. An employee is not required to exhaust accrued paid leave before proceeding on Leave Without Pay but, if the employee elects to combine all or part of accrued paid leave with Leave Without Pay, the paid leave is to be taken before Leave Without Pay.
- f. While an employee is on Leave Without Pay a permanent appointment can be made to the employee's position, if the criteria below are satisfied:
 - i. the Leave Without Pay has continued or is likely to continue beyond the approved period and is for more than 12 months; and
 - ii. the employee is advised of the Corporation's proposal to permanently backfill their position; and
 - iii. the employee is given reasonable opportunity to end the Leave Without Pay and return to their position; and
 - iv. where an employee has already taken a period of 12 months Leave Without Pay and is seeking to extend their Leave Without Pay for a further period, the Corporation has advised the employee that their position will be filled on a permanent basis.
- g. The employee does not cease to be employed by the Corporation if their position is permanently backfilled.
- h. Subclause f above does not apply to employees on Parental Leave or Military Leave.

15.7 Military Leave

- a. During a 12-month period commencing on 1 July each year, the Chief Executive Officer may grant an employee who is a volunteer part-time member of the Defence Force, Military Leave on full pay to undertake compulsory annual training, attend courses or compulsory parades conducted by the employee's unit.

- b. In accordance with the *Defence Reserve Service (Protection) Act 2001 (Cth)*, it is unlawful to prevent an employee from rendering or volunteering to render, ordinary Defence Reserve Service.
- c. The Chief Executive Officer may grant up to 24 days of Military Leave per financial year to members of the Naval and Military Reserves and up to 28 days per financial year to members of the Air Force Reserve for the activities specified in subclause a above.
- d. The Chief Executive Officer may grant Special Leave of up to 1 day to attend assessments required for acceptance as volunteer part time members of the Australian Defence Force.
- e. An employee requested by the Australian Defence Force to provide additional military services requiring leave in excess of the entitlement specified above may be granted Military Leave top up pay by the Chief Executive Officer.
- f. Military Leave top up pay is calculated as the difference between an employee's ordinary pay and the reservist's pay which they receive from the Commonwealth Department of Defence.
- g. During a period covered by Military Leave top up pay, an employee will continue to accrue all leave entitlements, and the Corporation will continue to pay superannuation contributions.
- h. At the expiration of Military Leave the employee is required to provide the Chief Executive Officer a certificate of attendance and details of their reservist pay.

15.8 Leave For Essential Religious Or Cultural Obligations

- a. An employee may seek leave for the purpose of observing essential religious or cultural obligations.
- b. This leave can be taken from accrued Annual Leave or as Leave Without Pay.
- c. The employee must provide the Corporation with adequate notice for leave and the Chief Executive Officer will approve the leave provided the operational needs of the organisation are met.

15.9 Parental Leave

- a. Parental Leave includes Maternity Leave, Adoption Leave and Other Parent Leave.
- b. Maternity Leave applies to an employee who is pregnant and will be granted as follows:
 - i. for a period up to 9 weeks prior to the expected date of birth
 - ii. for a further period of up to 12 months after the actual date of birth
 - iii. any other period according to doctors' recommendations.
- c. In this clause "birth" means the birth of a child and includes stillbirth. The "expected date of birth", means a date specified by a medical practitioner on which the employee is expected to give birth.
- d. An employee who has been granted Maternity Leave and whose child is stillborn may

elect to take available Sick Leave instead of Maternity Leave.

- e. Adoption Leave is granted to an employee adopting a child and who will be the child's primary care giver as follows:
 - i. for a period of up to 12 months if the child has not commenced school at the date of taking custody; or
 - ii. for a period, not exceeding 12 months on a full-time basis, as the Chief Executive Officer may determine, if the child has commenced school at the date of taking custody
 - iii. an employee is entitled to 2 days unpaid special Adoption Leave to attend interviews or examinations for the purpose of adoption.
- f. Where Maternity Leave or Adoption Leave do not apply, Other Parent leave is available to employees to look after their child or children. Other Parent Leave applies as follows:
 - i. an unbroken period of up to 8 weeks at the time of the birth or the termination of the spouse's or partner's pregnancy or
 - ii. in the case of adoption, from the date of taking custody of the child or children.
- g. An employee entitled to Other Parent Leave is entitled to payment for up to 1 week, provided the employee:
 - i. applied for Parental Leave as set out in the Notification Requirements in subclause 15.12; and
 - ii. completed a minimum of 40 weeks continuous service prior to the commencement of Parental Leave.
- h. Extended Other Parent Leave is for a maximum period of 12 months, less any short Other Parent Leave already taken by the employee. Extended Other Parental Leave may commence at any time up to 2 years from the date of birth of the child or the taking of custody of the child.

15.10 Maternity Leave Payment

- a. An employee taking maternity or Adoption Leave is entitled to payment at the ordinary rate of pay for a period of up to 14 weeks.
- b. Payment for Maternity Leave, Adoption Leave or Other Parent Leave may be made as follows:
 - i. in advance as a lump sum; or
 - ii. fortnightly as normal; or
 - iii. fortnightly at half pay; or
 - iv. a combination of full-pay and half pay.
- c. Payment for Parental Leave is at the rate applicable when the leave is taken. An employee holding a full-time position who is on part time Leave Without Pay when they start Parental Leave is paid:
 - i. at the full-time rate if they began part time leave 40 weeks or less before starting Parental Leave; or
 - ii. at the part time rate if they began part time leave more than 40 weeks before starting Parental Leave and have not changed their part time work arrangements

- for the 40 weeks; or
- iii. at the rate based on the average number of weekly hours worked during the 40-week period if they have been on part time leave for more than 40 weeks but have changed their part time work arrangements during that period.
- d. An employee who commences a subsequent period of Maternity Leave or Adoption Leave for another child within 24 months of commencing an initial period of such will be paid:
 - i. at the rate (full time or part time) they were paid before commencing the initial leave if they have not returned to work; or
 - ii. at a rate based on the hours worked before the initial leave was taken, where the employee has returned to work and reduced their hours during the 24-month period; or
 - iii. at a rate based on the hours worked prior to the subsequent period of leave where the employee has not reduced their hours.
- e. Except as provided in subclauses 15.9 a, b, c and d above, Parental Leave shall be granted without pay.

15.11 Right To Request

- a. An employee who has been granted Parental Leave in accordance with the provisions in this Agreement may make a request to the Chief Executive Officer to:
 - i. extend the period of unpaid Parental Leave for a further continuous period of leave not exceeding 12 months
 - ii. return from a period of full-time Parental Leave on a part time basis until the child reaches school age (Note: returning to work from Parental Leave on a part time basis includes the option of returning to work on part time Leave Without Pay
 - iii. assist the employee in reconciling work and parental responsibilities.
- b. The Chief Executive Officer will consider the request having regard to the employee's circumstances and, provided the request is genuinely based on the employee's parental responsibilities, may only refuse the request on reasonable grounds related to the effect on the workplace or the business operations. Such grounds might include cost, lack of adequate replacement staff, loss of efficiency and the impact on customer service.

15.12 Notification Requirements

- a. When the Corporation is made aware that an employee or their spouse is pregnant or adopting a child, the Corporation will inform the employee of their entitlements and obligations under the Agreement.
- b. An employee who wishes to take Parental Leave must notify the Chief Executive Officer in writing at least 8 weeks (or as soon as practicable) before the expected commencement of Parental Leave and include the following details:
 - i. that she/he intends to take Parental Leave
 - ii. the expected date of birth or the expected date of placement
 - iii. if she/he is likely to make a request under subclause 15.11 above.
- c. At least 4 weeks before an employee's expected date of commencing Parental Leave

they must advise as follows:

- i. the date on which the Parental Leave is intended to start; and
 - ii. the period of leave to be taken.
- d. The employee's request under subsections b and c above, and the Chief Executive Officer's response must be in writing.
- e. An employee intending to request to return from Parental Leave on a part time basis or to seek an additional period of leave of up to 12 months must notify the Chief Executive Officer in writing as soon as practicable and preferably before beginning Parental Leave. If the notification is not given before commencing such leave, it may be given at any time up to 4 weeks before the proposed return on a part time basis, or later if the Chief Executive Officer agrees.
- f. An employee on Maternity Leave is to notify the Corporation of the date on which she gave birth as soon as she is able to.
- g. An employee must notify the Corporation as soon as practicable of any change in her intentions as a result of a premature delivery or miscarriage.
- h. An employee on Maternity Leave or Adoption Leave may change the period of leave or arrangement, once without the consent of the Corporation, and any number of times, with the consent of the Corporation. In each case the employee must give the Corporation at least 14 days' notice of the change unless the Chief Executive Officer decides otherwise.
- i. An employee has the right to their former position if they have taken approved leave or part time work in accordance with subclause 15.12 above and have resumed duty immediately after the approved leave or work on a part time basis.
- j. If the position the employee occupied immediately prior to taking Parental Leave has ceased to exist, but there are other positions available that the employee is qualified for and capable of performing, the employee shall be appointed to a position of the same classification and remuneration level as their former position.
- k. An employee does not have a right to their former position during a period of return to work on a part time basis. If the Chief Executive Officer approves a return to work on a part time basis then the position occupied is to be at the same classification and grade as the former position.
- l. An employee who has returned to full time duty without exhausting their entitlement to 12 months unpaid Parental Leave is entitled to revert back to such leave. This may be done once only, and a minimum of 4 weeks' notice must be given.
- m. An employee who is sick during her pregnancy may take available paid Sick Leave, accrued Recreation Leave, Extended Leave or Leave Without Pay.
- n. An employee may apply for accrued Recreation Leave, Extended Leave or Leave Without Pay before taking Maternity Leave. Any leave taken before Maternity Leave, ceases at the end of the working day immediately preceding the day she starts her nominated period of Maternity Leave or on the working day immediately preceding the date of birth of the child, whichever is sooner.

- o. An employee may elect to take available Recreation Leave or Extended Leave within the period of Parental Leave provided this does not extend the total period of such leave.
- p. An employee may elect to take available Recreation Leave at half pay in conjunction with Parental Leave provided that:
 - i. accrued Recreation Leave at the date leave commences is exhausted within the period of Parental Leave
 - ii. the total period of Parental Leave is not extended by taking Recreation Leave at half pay
 - iii. when calculating other leave accruing during the period of Recreation Leave at half pay, the Recreation Leave at half pay will be converted to the full-time equivalent and treated as full pay leave for accrual of further Recreation Leave, Extended Leave and other leave at the full-time rate.
- q. If a pregnant employee is having difficulty performing her normal duties or there is a risk to her health or to that of her unborn child, the Chief Executive Officer, will in consultation with the employee, take all reasonable measures to arrange for safer alternative duties. This may include, but is not limited to, greater flexibility in when and where duties are carried out, a temporary change in duties, retraining, teleworking and job redesign.
- r. If such adjustments cannot reasonably be made, the Chief Executive Officer will grant the employee Maternity Leave, or any available Sick Leave, for as long as it is necessary to avoid exposure to that risk as certified by a medical practitioner, or until the child is born, whichever is the earlier.

15.13 Communication During Parental Leave

- a. Where an employee is on Parental Leave and a definite decision has been made to introduce significant change at the workplace, the Corporation will take reasonable steps to:
 - i. make information available in relation to any significant effect the change will have on the status or responsibility of the position the employee held before commencing Parental Leave; and
 - ii. provide an opportunity for the employee to discuss any significant effect the change will have on the status or responsibility of the position the employee held before commencing Parental Leave.
- b. The employee will take reasonable steps to inform the Chief Executive Officer about any significant matter that will affect the employee's decision regarding the duration of Parental Leave to be taken, whether the employee intends to return to work and whether the employee intends to request to return to work on a part time basis.
 - i. The employee will also notify the Chief Executive Officer of changes of address or other contact details whilst on Parental Leave.

15.14 Purchased Leave

- a. An employee can purchase a minimum of 5 days leave in a 12-month period.
- b. Each application will consider the Corporation's operational requirements and the employee's personal needs.

- c. The leave must be taken in the 12-month period specified in the Purchased Leave Agreement.
- d. Purchased Leave will count as service for all purposes.
- e. Purchased Leave will be funded through the reduction in the employee's ordinary rate of pay.
- f. Purchased Leave rate of pay means the rate of pay an employee receives when their ordinary salary rate has been reduced to cover the cost of Purchased Leave.
- g. To calculate the Purchased Leave rate of pay, the employee's ordinary salary rate, which includes superannuation, will be reduced by the number of weeks of Purchased Leave and then annualised at a pro rata rate over the 12-month period.
- h. Purchased Leave is subject to the following provisions:
 - i. Purchased Leave cannot be accrued and will be refunded if it has not been taken in the 12-month period
 - ii. Recreation Leave or Extended Leave taken during the 12-month Purchased Leave Agreement period will be paid at the Purchased Leave rate of pay
 - iii. Sick Leave cannot be taken during a period of Purchased Leave
 - iv. Salary related allowances not paid during periods of Recreation Leave will be calculated using the employee's hourly rate based on the ordinary rate of pay
 - v. Higher Duties Allowance will not be paid when a period of Purchased Leave is taken
 - vi. Specific conditions governing Purchased Leave may be amended from time to time by the Corporation in consultation with the Association.

15.15 Recreation Leave

- a. Paid Recreation Leave accrues from day to day at the rate of 20 working days per year for full time employees. Part time employees accrue paid Recreation Leave on a pro rata basis, determined on the average weekly hours worked per leave year.
- b. Employees are encouraged to take at least two consecutive weeks of Recreation Leave every 12 months for their wellbeing. Such leave cannot be refused except in special circumstances by agreement with the Chief Executive Officer.
- c. Where operational requirements permit, the application for Recreation Leave will be managed in accordance with the wishes of the employee.
- d. The Chief Executive Officer will notify the employee when accrued Recreation Leave reaches 6 weeks or its hourly equivalent and at the same time may direct an employee to take at least 2 weeks Recreation Leave within 3 months of the notification, at a time convenient to the Corporation.
- e. The Chief Executive Officer will notify the employee when accrued Recreation Leave reaches 8 weeks or its hourly equivalent and direct the employee to take at least 2 weeks Recreation Leave within 6 weeks of the notification. Such leave is to be taken at a time convenient to the Corporation.
- f. An employee must take their Recreation Leave to reduce all balances below 8 weeks or its hourly equivalent, and the Corporation must cooperate in this process.

- g. If the Chief Executive Officer is satisfied that an employee is prevented by operational or personal reasons from taking sufficient Recreation Leave to reduce the accrued leave below an acceptable level of between 4 and 6 weeks or its hourly equivalent, the Chief Executive Officer will:
 - i. specify in writing the period of time during which the excess leave shall be conserved; and
 - ii. on the expiration of the period during which conservation of leave applies, grant sufficient leave to the employee at a mutually convenient time to enable the accrued leave to be reduced to an acceptable level below the 8-week limit.

15.16 Miscellaneous

- a. Recreation Leave is not granted for a period less than a quarter-day.
- b. Recreation Leave for which an employee is eligible on cessation of employment is to be calculated to a quarter day (fractions less than a quarter being rounded up).
- c. Recreation Leave does not accrue in respect of any period of absence from duty without leave or without pay, except as specified in subclause d below.
- d. Recreation Leave accrues during any period of Leave Without Pay granted on account of incapacity for which compensation has been authorised to be paid under the *Workers Compensation Act 1987*; or any period of Sick Leave without pay or any other approved Leave Without Pay, not exceeding 5 full time working days, or their part time equivalent, in any period of 12 months.
- e. The proportionate deduction to be made in respect of the accrual of Recreation Leave on account of any period of absence referred to in subclause d above, shall be calculated to a quarter-day (fractions less than a quarter being rounded down).
- f. Recreation Leave accrues at half its normal accrual rate during periods of Extended Leave on half pay or Recreation Leave taken on half pay.
- g. Recreation Leave may be taken on half pay in conjunction with and subject to the parental leave provisions of this Agreement.
- h. On cessation of employment, an employee will be paid the monetary value of unused accrued Recreation Leave.
- i. An employee to whom subclause h above applies, may elect to take all or part of accrued Recreation Leave which remains untaken at cessation of active duty as leave or as a lump sum payment; or as a combination of leave and lump sum payment.
- j. Where an employee dies, the monetary value of Recreation Leave accrued and untaken as at the date of death, will be paid to the employee's nominated beneficiary.
- k. Where no beneficiary has been nominated, the monetary value of Recreation Leave is to be paid as follows:
 - i. to the widow or widower of the employee; or
 - ii. if there is no widow or widower, to the children of the employee or, if there is a guardian of any children entitled under this subclause, to that guardian for the

- children's maintenance, education and advancement; or
 - iii. if there is no such widow, widower or children, to the person who, in the opinion of the Chief Executive Officer was, at the time of the employee's death, a dependent relative of the employee; or
 - iv. if there is no person entitled under sub clauses i, ii, or iii above to receive the monetary value of any accrued leave not taken, the payment will be made to the personal representative of the employee.
- I. Recreation Leave does not accrue during Leave Without Pay other than:
 - i. Military Leave taken without pay when paid Military Leave entitlements are exhausted; absences due to natural emergencies or major transport disruptions, when all other paid leave is exhausted; or
 - ii. any continuous period of Sick Leave taken without pay when paid Sick Leave is exhausted; or
 - iii. incapacity for which compensation has been authorised under *the Workplace Injury Management and Workers Compensation Act 1998*; or
 - iv. periods which when aggregated, do not exceed 5 working days in any period of 12 months.

15.17 Sick Leave

- a. Illness in this Agreement means physical or psychological illness or injury, medical treatment and the period of recovery or rehabilitation from an illness or injury.
- b. Payment for Sick Leave is subject to the employee:
 - i. informing their manager as soon as practicable that they are unable to attend duty because of illness. This must be done as close to the employee's starting time as possible; and
 - ii. providing evidence of illness as soon as practicable if requested/required to do so in line with the requirements specified in clause 15.18 below.
- c. If the Chief Executive Officer is satisfied that an employee is unable to perform his/her duty because of an illness or the illness of his/her family member, the Chief Executive Officer:
 - i. will grant Sick Leave on full pay; and
 - ii. on exhaustion of paid Sick Leave, may grant Sick Leave without pay.
- d. The Chief Executive Officer may direct an employee to take Sick Leave if they are satisfied that, the employee:
 - i. is unable to carry out their duties without distress; or
 - ii. risks further impairment of their health by reporting for duty; or
 - iii. is a risk to the health, wellbeing or safety of other employees, clients or the public.
- e. The Chief Executive Officer may direct an employee to participate in a return to work program if they have had a long period of Sick Leave.
- f. On commencement, full-time employees are granted an accrual of 5 days Sick Leave. The Chief Executive Officer may approve additional paid Sick Leave during this period if supported by a satisfactory medical certificate.

- g. After the first four months of employment, Sick Leave will accrue at the rate of 10 working days for the balance of the first year of service.
- h. After the first year of service, Sick Leave will accrue day to day at the rate of 15 working days per year.
- i. All continuous service in the NSW public service will be taken into account for the purpose of calculating Sick Leave.
- j. Notwithstanding the provisions of subclause i above, Sick Leave accrued and not taken in the service of a public sector employer may be accessed in terms of the Public Sector Staff Mobility Policy.
- k. Sick Leave without pay counts as service for the accrual of Recreation Leave and paid Sick Leave. In all other respects Sick Leave without pay will be treated in the same manner as Leave Without Pay.
- l. Paid Sick Leave will not be granted during a period of unpaid leave.

15.18 Sick Leave - Requirements For Evidence Of Illness

- a. An employee absent from duty for more than 2 consecutive working days because of illness must furnish evidence of their illness to their manager.
- b. In addition to the requirements under subclause 15.17 b, an employee may absent themselves for a total of 5 working days per year due to illness without the provision of evidence of illness. Employees absent in excess of 5 working days a year may be required to furnish evidence of their illness to their manager for each absence for the balance of the calendar year.
- c. As a general practice, backdated medical certificates or other appropriate evidence of illness, will not be accepted. However, if an employee provides evidence of illness that only covers the latter part of their absence, they can be granted Sick Leave for the whole period if the manager is satisfied that the reason for the absence is genuine.
- d. If an employee is required to provide evidence of illness for an absence of 2 consecutive working days or less, their manager will advise them in advance.
- e. If the Chief Executive Officer is concerned about the diagnosis described in the evidence of illness produced by the employee, after discussion with the employee, the evidence provided and the employee's application for leave can be referred to the Department of Health for advice.
- f. The type of leave granted to the employee will be determined by the Chief Executive Officer based on Department of Health advice.
- g. If Sick Leave is not granted, the Chief Executive Officer will, as far as practicable, take into account the wishes of the employee when determining the type of leave granted.
- h. Paid Sick Leave is subject to the employee providing evidence of the estimated duration of the absence. If an employee is concerned about disclosing the nature of the illness to their manager, they may elect to have the application for Sick Leave dealt with confidentially by an alternate manager or human resources.

- i. The reference to evidence of illness will apply, as appropriate:
 - i. up to one week may be provided by a doctor, dentist, optometrist, chiropractor, osteopath, physiotherapist, oral and maxillo facial surgeon or, at the Chief Executive Officer's discretion, another registered health services provider, or
 - ii. where the absence exceeds one week, and unless the health provider listed in subclause i above, is also a registered medical practitioner, applications for any further Sick Leave must be supported by evidence of illness from a registered medical practitioner, or
 - iii. at the Chief Executive Officer's discretion, other forms of evidence that satisfy that an employee had a genuine illness.
- j. If an employee who is absent on Recreation Leave or Extended Leave, provides the Chief Executive Officer satisfactory evidence of an illness which occurred during the leave, the Chief Executive Officer may, subject to the provisions of this clause, grant Sick Leave as follows:
 - i. in respect of Recreation Leave, the period set out in the evidence of illness
 - ii. in respect of Extended Leave, the period set out in the evidence of illness if such period is 5 working days or more.
- k. Subclause j above applies to all employees other than those on leave prior to resignation or termination of services, unless the resignation or termination of services amounts to a retirement.

15.19 Sick Leave To Care For A Family Member

- a. Where Family and Community Service Leave is exhausted or unavailable, an employee with carer's responsibilities set out in subclause e below, may use available paid Sick Leave to provide care and support for an ill family member.
- b. Sick Leave will initially be taken from the Sick Leave accumulated over the previous 3 years. In special circumstances, the Chief Executive Officer may grant additional Sick Leave accumulated during the employee's service.
- c. If required by the Chief Executive Officer to establish the illness of the person concerned, the employee must provide evidence consistent with subclause 15.18 h.
- d. The entitlement to use Sick Leave in accordance with this clause is subject to:
- e. The employee being responsible for the care and support of the person concerned; and the person concerned being:
 - i. a spouse of the employee; or
 - ii. a de facto spouse who lives with the employee although not legally married to that employee; or
 - iii. a child (including an adopted child, a stepchild, a foster child or an ex-nuptial child), parent (including a foster parent or legal guardian), grandparent, grandchild or sibling of the employee or of the spouse or de facto spouse of the employee; or
 - iv. a relative who is a member of the employee's household.
- f. For the purposes of clarity:
 - "relative" means a person related by blood, marriage, affinity or Aboriginal kinship

structures

- "affinity" means a relationship that one spouse or partner has to the relatives of the other
- "household" means a family group living in the same domestic dwelling.

15.20 Sick Leave - Workers Compensation

- a. The Chief Executive Officer will provide employees with information on their rights under the *Workers Compensation Act 1987* and will provide assistance and advice, as necessary, in the lodging of any claim.
- b. An employee unable to attend duty or to continue on duty in circumstances which may give the employee a right to claim compensation under the *Workers Compensation Act 1987* is required to lodge a claim for such compensation.
- c. Where, due to the illness or injury, the employee is unable to lodge such a claim in person, the Chief Executive Officer shall assist the employee or the representative of the employee, as required, to lodge a claim for any such compensation.
- d. The Chief Executive Officer will ensure that, once received by the Corporation, an employee's workers compensation claim is lodged with the workers compensation insurer within the statutory period prescribed in the *Workers Compensation Act 1987*.
- e. Pending determination of that claim and on production of an acceptable medical certificate, the Chief Executive Officer will grant Sick Leave on full pay for which the employee is eligible followed, if necessary, by Sick Leave Without Pay or, at the employee's election by accrued Recreation Leave or Extended Leave .
- f. If liability for the workers compensation claim is accepted, then an equivalent period of Sick Leave, Recreation Leave or Extended Leave taken by the employee pending acceptance of the claim shall be restored to the credit of the employee.
- g. If an employee notifies the Chief Executive Officer that he or she does not intend to make a claim for such compensation, the Chief Executive Officer will consider the reasons for the employee's decision and determine whether it is appropriate to grant Sick Leave in respect of any such absence.
- h. An employee may be required to submit to a medical examination under the *Workers Compensation Act 1987* in relation to a claim for compensation. If an employee refuses to submit to a medical examination without an acceptable reason, the employee will not be granted available Sick Leave on full pay until the examination has occurred and a medical certificate is issued indicating that the employee is not fit to resume employment.
- i. If the Chief Executive Officer provides the employee with employment which meets the terms and conditions specified in the medical certificate issued under the *Workers Compensation Act 1987* and the *Workplace Injury Management and Workers Compensation Act 1998* and, without good reason, the employee fails, to resume or perform such duties, the employee will be ineligible for any payment in accordance with this clause from the date of the refusal or failure.
- j. No further Sick Leave will be granted on full pay if there is a commutation of weekly payments of compensation by the payment of a lump sum pursuant to section 51 of the *Workers Compensation Act 1987*.

- k. Nothing in this clause prevents an employee from appealing a decision or taking action under other legislation made in respect of:
 - i. the employee's claim for workers compensation; or
 - ii. the conduct of a medical examination by a Government or other Medical Officer; or
 - iii. a medical certificate issued by the examining Government or other Medical Officer; or
 - iv. action taken by the Chief Executive Officer either under the *Workers Compensation Act 1987* or any other relevant legislation in relation to a claim for workers compensation, medical examination or medical certificate.

15.21 Sick Leave - Claims Other Than Workers Compensation

- a. If the circumstances of any injury to or illness of an employee give rise to a claim for damages or to compensation, other than compensation under the *Workers Compensation Act 1987*, Sick Leave on full pay may, subject to and in accordance with this clause, be granted to the employee on completion of an acceptable undertaking that:
 - i. any such claim, if made, will include a claim for the value of any period of paid Sick Leave granted by the Corporation; and
 - ii. in the event that the employee receives or recovers damages or compensation pursuant to that claim for loss of salary during any such period of Sick Leave, the employee will repay the Corporation the monetary value of any such period of Sick Leave.
- b. Sick Leave on full pay will not be granted to an employee who refuses or fails to complete an undertaking, except in cases where the Chief Executive Officer is satisfied that the refusal or failure is unavoidable.
- c. On repayment to the Corporation of the monetary value of Sick Leave granted to the employee, Sick Leave equivalent to that repayment and calculated at the employee's ordinary rate of pay, shall be restored to the credit of the employee.

15.22 Leave for Matters Arising From Domestic Violence

- a. Domestic Violence in this Agreement means domestic violence as defined in the *Crimes (Domestic and Personal Violence) Act 2007*.
- b. Leave entitlements for Family and Community Service Leave, Sick Leave and, Sick Leave to Care for a Family Member, may be used by staff experiencing domestic violence.
- c. Where the above leave entitlements are exhausted, the Chief Executive Officer will grant Special Leave.
- d. The Chief Executive Officer will need to be satisfied, that domestic violence has occurred and may require evidentiary documentation issued by the Police, Court, Doctor, Domestic Violence Support Service or Lawyer.
- e. Personal information concerning domestic violence will be kept confidential by the corporation.
- f. Where appropriate and subject to operational requirements, the Chief Executive

Officer, may facilitate flexible working arrangements.

15.23 Special Leave

a. Jury Service

- i. an employee served with a jury summons is required to notify the Chief Executive Officer of the details as soon as possible
- ii. an employee who attends court in answer to a jury summons will provide the Chief Executive Officer with a certificate of attendance issued by the Sheriff or by the Registrar of the court
- iii. the Chief Executive Officer will grant, in respect of jury duty for which the employee has been paid out-of-pocket expenses only, Special Leave on full pay. In any other case, the Chief Executive Officer will grant, at the sole election of the employee, available Recreation Leave on full pay, or Leave Without Pay.

b. Witness At Court – In An Official Capacity

- i. an employee subpoenaed or called as a witness in an official capacity is regarded as being on duty
- ii. expenses properly incurred in line with this duty will be paid by the Corporation.

c. Witness At Court - Crown Witness

- i. An employee subpoenaed or called as a witness by the Crown (whether in right of the Commonwealth or any State or Territory of the Commonwealth) will:
 - be granted Special Leave on full pay for the entire period as such a witness; and
 - pay the Treasury of the State of New South Wales all money paid to the employee in respect of any such subpoena or call, less expenses properly incurred in answer to that subpoena or call.

d. Association Witness

- i. an employee called by the Association to give evidence before an Industrial Tribunal or in another jurisdiction will be granted Special Leave for the period.

e. Called As Witness - In A Private Capacity

- i. an employee subpoenaed or called as a witness in a private capacity will be granted at the employee's election, available Recreation Leave on full pay or Leave Without Pay for the whole of the period as such a witness.

f. Special Leave - For Examinations

- i. Special Leave on full pay up to a maximum of 5 days in any one year will be granted to attend examinations for courses approved by the Corporation
- ii. Special Leave granted to attend examinations will include any necessary travel to or from the examination
- iii. if an examination for a course of study is held during term or semester within the normal class timetable and Study Time has been granted to the employee, no further leave will be granted for any examination.

g. Special Leave - For Union Activities

- i. Special Leave on full pay may be granted to employees who are accredited Association delegates to undertake Association activities required as part their role.

h. Special Leave - For NAIDOC

- i. an employee who identifies as an Indigenous Australian will be granted up to one day Special Leave per year to participate in the National Aborigines and Islander Day of Commemoration Celebrations, as negotiated between the employee and their manager.

i. Special Leave - For Other Purposes

- i. paid Special Leave may be granted by the Chief Executive Officer for such other purposes, subject to the conditions specified in the Public Service Industrial Relations Guide at the time the leave is taken.

16. TRAINING AND PROFESSIONAL DEVELOPMENT

- a. State Super is committed to ensuring employees continue to develop in their roles and maintain their professional standards and will provide support for relevant courses, conferences and seminars.
- b. State Super will reimburse reasonable expenses incurred by an employee for travel, meals and accommodation associated with approved training and development provided that these expenses have not been paid as part of the course fee.
- c. Where training activities are considered to be principally of benefit to the employee and of indirect benefit to the organisation, special leave of up to 10 days per year shall be granted to an employee. If additional leave is required, the Chief Executive Officer may grant such leave as annual leave or as Leave Without Pay, once he/she is satisfied that the operational requirements of the organisation will continue to be met.

16.1 Study Leave

- a. Study Leave is Leave Without Pay granted for study for which financial assistance may be approved by the Chief Executive Officer, if the subject is considered to be of value to the Corporation and/or the public service.

16.2 Study Time

- a. Study Time is time off from duty on full pay granted to an employee studying in a part-time course which is of relevance to the Corporation and/or the public service. Study Time may be granted at the discretion of the Chief Executive Officer subject to:
 - i. the time being taken is at the convenience of the Corporation
 - ii. paid Study Time not exceeding 4 hours per week, will accrue at half an hour for each hour of class attendance
 - iii. Study Time will not be granted for repeated subjects.

17. CONSULTATION

- a. State Super is committed to consulting with employees on major changes to the organisation, its structure or technology, recognising the impact such change may have on employees.
- b. Employees whose roles are impacted by major workplace change will be managed in accordance with the relevant NSW Government policy on managing excess employees.

18. UNION ACCESS AND MEMBERSHIP

- a. Employees are free to consult with their union, seek representation and share relevant information on company notice boards or at meetings.
- b. An employee's right to union representation and union access to the workplace, will be managed in accordance with the *Industrial Relations Act 1996* and the *Work Health and Safety Act 2011*.
- c. State Super will deduct union membership fees from an employee's pay with their authorisation and in accordance with the union's rules.
- d. State Super will forward union membership fees regularly providing sufficient information to enable the union to reconcile and credit subscriptions to employee's union membership accounts

19. DISPUTE PREVENTION AND RESOLUTION

- a. The parties to this Agreement will ensure that employees have access to fair and effective grievance, conflict and dispute resolution processes. Issues that cannot be resolved informally and promptly at the local level will be addressed via the following process:
 - i. where appropriate, the employee will first seek to discuss the matter with their manager and can be represented by a person of their choice or a representative of the Association
 - ii. if the issue remains unresolved, or is of a confidential nature, the employee can discuss the issue with an HR representative or the Chief Executive Officer
 - iii. if the issue remains unresolved, it will be referred to a mutually agreed independent third party for mediation
 - iv. if internal processes have been exhausted and the issue remains unresolved, either party can refer the matter to the NSW Industrial Relations Commission for resolution.

20. ANTI-DISCRIMINATION

- a. The parties agree to prevent and eliminate any form of discrimination in the workplace as detailed in section 3(f) of the *Industrial Relations Act 1996*. This includes discrimination on the grounds of race, sex, marital status, disability, homosexuality, transgender identity, age and carer responsibilities.
- b. In fulfilling their obligations under the dispute resolution procedure prescribed by this Agreement the parties agree to take all reasonable steps to ensure that the operation of the provisions of this Agreement are not directly or indirectly discriminatory in their effects.

The parties will seek to vary any provision which, by its terms or operation, has a direct or indirect discriminatory effect.

- c. Under the Anti-Discrimination Act 1977, it is unlawful to victimise an employee because they have or may make or has been involved in a complaint of unlawful discrimination or harassment.
- d. Nothing in this clause is to be taken to affect:
 - i. any conduct or act which is specifically exempted from anti-discrimination legislation
 - ii. any act or practice of a body established to propagate religion which is exempted under section 56(d) of the *Anti-Discrimination Act 1977*
 - iii. any party to this Agreement from pursuing matters of unlawful discrimination in any State or Federal jurisdiction.
- e. This clause does not create legal rights or obligations in addition to those imposed upon the parties by the legislation referred to in this clause.
- f. Employers and employees may also be subject to Commonwealth anti-discrimination legislation.

APPENDIX A

REMUNERATION & ALLOWANCES

Table 1

Total Remuneration Package

State Super Employment Classification	Positions within Employment Classification	Remuneration Range 1 July 2019	Remuneration Range 1 July 2020	Remuneration Range 1 July 2021
Administration	Admin Assistant	\$66,228 – \$93,823	\$67,884 – \$96,169	\$69,920 – \$99,054
	Team Assistant			
Analyst/Advisor	NA	\$93,824 – \$119,211	\$96,170 – \$122,191	\$99,024 – \$125,818
Senior Analyst/Advisor	Lawyer	\$119,213 – \$131,905	\$122,193 – \$135,203	\$125,820 – \$139,216
Manager	Senior Investment Control Analyst	\$131,907 – \$154,533	\$135,205 – \$158,396	\$139,218 – \$163,097
	Business Intelligence Analyst			
	Senior E A & Office Manager			
	Technical Scheme Adviser			
Senior Manager	Actuarial Manager	\$154,534 – \$181,496	\$158,397 – \$186,033	\$163,098 – \$191,555
	Actuarial Engagement Manager			
	Investment Manager Asset Allocation & Risk			
	Senior Investment Manager Equities			
	Senior Manager Debt & Capital Markets			
	Senior Manager Portfolio Risk			
	Senior Manager Responsible Investment			
	Senior Manager Investment Partnerships			
	Financial Accountant			
	Management Accountant			
	Tax Manager			

	Senior Manager Investment Operations			
	Senior Lawyer			
	Assistant Company Secretary			
	Senior Manager Member Partnerships			
	Marketing Manager			
	Technical Scheme Manager			
	Senior Product Manager			
	Senior Manager, Audit, Risk & Compliance			

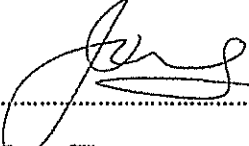
First Aid Allowance

Table 2

First Aid Qualifications	Allowance per annum 1 July 2019
Basic qualifications	\$901
Occupational first aid certificate	\$1,367

PART C – SIGNATORIES TO THE AGREEMENT

Signed on behalf of SAS Trustee Corporation Staff Agency (State Super)



NAME JOHN LIVANTS

TITLE CEO

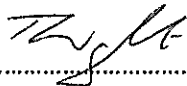
Date: 29 JANUARY 2020



Signature of Witness

Date: 29/1/20

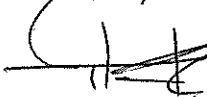
Signed on behalf of the Public Service Association of New South Wales



NAME Troy Wrigat

TITLE Branch Assistant Secretary, CASU SASK NSW

Date: 31/01/2020



Signature of Witness

Date: 31.1.2020