

**REGISTER OF  
ENTERPRISE AGREEMENTS**

**ENTERPRISE AGREEMENT NO: EA00/62**

**TITLE: Prospect Water Filtration Plant Agreement 1999**

**I.R.C. NO: 2000/160**

**DATE APPROVED/COMMENCEMENT:** Approved 9 February 2000 and commenced 15 June 1999

**TERM:** 3 years

**NEW AGREEMENT OR VARIATION:** New/Replaces EA97/132

**GAZETTAL REFERENCE:** 31 March 2000

**DATE TERMINATED:**

**NUMBER OF PAGES:** 11

**COVERAGE/DESCRIPTION OF EMPLOYEES:** It shall apply to Plant Technicians employed by Prospect Filtration Plant, Prospect, NSW

**PARTIES:** Australian Services Union of N.S.W. -&- Australian Water Services Pty Limited



PROSPECT WATER FILTRATION PLANT

ENTERPRISE AGREEMENT

APRIL 1999

AUSTRALIAN WATER SERVICES

AUSTRALIAN SERVICES UNION

*[Handwritten signatures and dates]*  
R. [unclear] 7-5-99  
Lawson [unclear]  
J. [unclear] 11-5-99  
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**1. TITLE**

This Agreement will be known as the Prospect Water Filtration Plant Agreement 1999.

**2. ARRANGEMENT**

Clause	Subject Matter
1	Title
2	Arrangement
3	Application
4	Date of Operation
5	Aims & Objectives of the Agreement
6	Contract of Employment
7	Occupational Health, Safety & Welfare
8	Quality
9	Classification Structure
10	Hours of Work
11	Annualised Salary
12	Payment and Benefits
13	Sick Leave
14	Annual Leave
15	Public Holidays
16	Employee Relations Procedure

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R.A.  
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**3. APPLICATION**

This Agreement will be binding upon Australian Water Services Pty Limited (the Company) and the Australian Services Union of New South Wales (the Union).

This Agreement shall apply to Plant Technicians employed by the Company at the Prospect Water Filtration Plant, Prospect, NSW.

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4. DATE OF OPERATION

This Agreement will operate on and from \_\_\_\_\_ and will remain in force for a period of 3 years from this date.

5. AIMS AND OBJECTIVES OF THIS AGREEMENT

The Water Filtration Plant supplies drinking water to 85% of Sydney's population.

The company and the Union recognise the importance of the Plant to supply the required quantity of drinking water within the specified quality parameters.

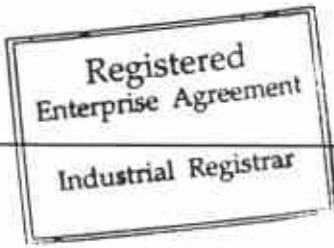
To this end, the parties have committed to the following objectives.:

- to ensure the terms and conditions of employment meet the specific needs of the operation whilst providing employees with an equitable remuneration package and providing access to career and personal development;
- to ensure the plant is operated in a safe, efficient and effective manner which will promote economy of operation;
- to maximise the flexibility of employees and enable them to work to the level of their skills and ability;
- to foster working relationships based on mutual trust and co-operation;
- to develop a teamwork approach by Plant Technicians and Management to the performing of tasks and duties; and
- to remove any impediments to the use of specialist staff, external consultants and contractors required to work alongside Plant Technicians, to perform a wide range of research, development and maintenance services without jeopardising job security.

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## AUSTRALIAN WATER SERVICES

The Company and the Union acknowledge that an essential factor in achieving these objectives is the development and maintenance of harmonious and productive working relationships between all employees, management and the Company so as to ensure that employees are committed to their jobs and the success of the enterprise. The parties agree that the achievement of such working relationships and commitments require:

- that employees be involved in the making of decisions which affect them;
- that employees have the opportunity to achieve their full potential within the context of the enterprise;
- that employees benefit from the success of their efforts;
- the willingness of employees to accept total flexibility of jobs and duties across the company, subject only to individual skills or abilities to perform particular tasks; and
- the willingness of employees to avoid any action which might disrupt the continuity of supply or reduce the effectiveness of the Company's business.

### 6. CONTRACT OF EMPLOYMENT

One month's notice in writing by either the employee or the Company is required to terminate employment after confirmation of employment.

The terms and conditions of employment will be in accordance with this agreement and the AWS Personnel Policy Manual as varied from time to time and subject to consultation.

### 7. OCCUPATIONAL HEALTH, SAFETY AND WELFARE

The company will provide a safe workplace and will comply with the NSW Occupational Health and Safety Act 1983 and associated regulations

Registered  
Enterprise Agreement

Industrial Registrar

Employees will at all times conduct themselves in a safe and responsible manner and comply with all safety apparel requirements.

The company will encourage employees to take a constructive role in promoting improvements in occupational health, safety and welfare and to assist the company in maintaining a health and safe working environment.

8. QUALITY

The parties acknowledge the need to achieve high quality standards. Both management and employees will accept personal responsibility for quality and will continue to work together to seek improvements in quality management and supporting the accreditation of the Plant to ISO 9002.

9. CLASSIFICATION STRUCTURE

A Plant Technician will perform those duties necessary to ensure the safe, efficient and effective operation and maintenance of the facility and will work flexibly across the maintenance, process and other operational functions to the level of the Plant Technician's skills and ability.

LEVEL 1

- ◆ Either mechanical, electrical, instrument skills.
- ◆ Plant Induction.
- ◆ First Aid Certificate.
- ◆ Trained on ISO9002 Plant requirements.
- ◆ Forklift permit.

LEVEL 2

- ◆ Completed Level 1.
- ◆ Fully competent on chemicals area.
- ◆ Completed Fluoridation course.



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LEVEL 3

- ◆ Completed Level 2.
- ◆ Fully competent on plant calibration/maintenance needs.

LEVEL 4

- ◆ Completed Level 3.
- ◆ Fully competent on process control.

A new employee will undergo induction and training according to the Training Procedure as specified in the Quality Procedures Manual. At the end of six months an assessment will occur. The employee will then be confirmed in employment and reclassified to a Plant Technician, or have his/her services terminated.

An employee appointed as a Plant Technician shall assist in the training and/or supervision of other employees.

SKILLS DEVELOPMENT PLAN

The Company will, during the course of this Agreement and in conjunction with the Plant Technicians, develop an Employee Development Plan which will satisfy both individual and Company needs. The Plan will be incorporated into the Performance and Development Reviews for the Plant Technicians.

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**10. HOURS OF WORK**

**Day Work**

The ordinary hours of work shall be an average of 40 hours per week inclusive of crib breaks but excluding lunch break, Monday to Friday, worked between the hours of 7.00am and 7.00pm. Nominal hours being 7.30am to 4.00pm.

**Shift Work**

Shift duration will be 12 hours inclusive of crib breaks and lunch break.

The shift and day roster detailed below may be varied by mutual agreement between the majority of the employees and the company.

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**11. ANNUALISED SALARY**

11.1 The company aims to establish salaries to recognise the level of skill, knowledge and responsibility.

In this regard, the salary range has been developed to provide a stable income and involves the aggregation of as appropriate ;

- base rate of pay;
- overtime;
- shift penalties;



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# AUSTRALIAN WATER SERVICES

- weekend penalties;
- public holiday penalties; and
- on call allowances.

In addition, compensation has also been included for those add hoc allowances normally associated with working overtime.

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11.2 The salaries comprehend all the conditions under which work is to be performed. (Nothing in this Clause is meant to indicate anything other than minimum rate of pay.)

11.3 Salaries will be paid monthly by Electronic Funds Transfer into a nominated bank account.

11.4 Salary reviews will occur annually.

The performance reviews will take into consideration individual performance, as measured against yearly objectives and individual development needs as determined by the Company's Personnel Policy Manual.

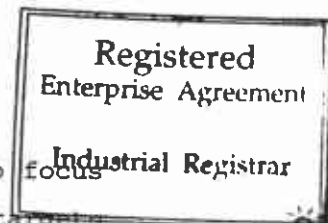
12. PAYMENTS AND BENEFITS

	DAY	SHIFT
LEVEL 1	\$42,900 PA	NA
LEVEL 2	\$45,500 PA	NA
LEVEL 3	\$48,000 PA	NA
LEVEL 4	\$50,700 PA	\$60,000 PA

Employees are entitled for immediate entry into the Company's superannuation fund.

**Incentive Scheme**

An incentive scheme has been developed so as to focus on customer and business needs. The measures, targets



and rewards will be reviewed each year. The maximum reward being \$6,000 for the achievement of all the yearly objectives in any one year.

**13 SICK LEAVE**

Employees are entitled to paid sick leave consistent with Company policy in respect to genuine personal illness.

**14 ANNUAL LEAVE**

Employees on day work are entitled to four weeks annual leave equivalent to 160 hours for each completed year of service.

Employees on continuous shift work are entitled to five weeks annual leave equivalent to 200 hours for each completed year of service.

The timing and duration of annual leave shall be organised to suit the company and individual requirements and where possible should be taken within the year of it being accrued.

Annual Leave Loading will be provided on taking of the annual leave at the rate of 17.5%.

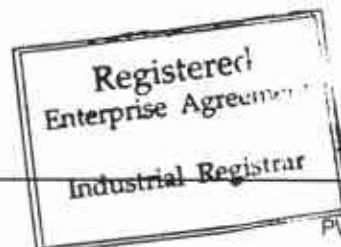
**15 PUBLIC HOLIDAYS**

This agreement recognises the following public holidays, New Years Day, Australia Day, Good Friday, Easter Monday, Anzac Day, Queens Birthday, Christmas Day, Boxing Day, Labour Day or the holidays if any substituted for such day by proclamation.

**16 EMPLOYEE RELATIONS PROCEDURE**

The parties to this agreement are committed to promoting good employee relations based upon goodwill, consultation, discussion and open communication.

To this end all personnel involved shall use their best endeavours to resolve problems promptly whilst work continues normally in accordance with the following arrangements:



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**AUSTRALIAN WATER SERVICES**

- (i) Where an individual or group problem arises it is expected the work group should attempt to mutually resolve this;
- (ii) Should the matter not be mutually resolved at this level, it may be raised with the Plant Manager;
- (iii) If the matter still remains unresolved it may be referred to a full time union official together with the appropriate company official;
- (iv) Should the efforts of the parties to achieve a resolution throughout the consultations processes not be successful, the assistance of the Industrial Relations Commission may be sought. This should be with the objective of seeking a mutually acceptable solution through conciliation.
- (v) Whilst this procedure is being followed, work shall continue without interruption and no form of ban or limitation of work shall be applied.

Signed: [Signature] Title: Plant Manager Date: 10-1-00  
 on behalf of Australian Water Services Pty Ltd.

Signed: [Signature] Title: Act. Secy Date: 18.11.99  
 On behalf of Australian Services Union of New South Wales

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## Incentive Scheme

Measure	1998 Actual	1999 Target	Incentive points (approx)	Incentive points (actual)	Comments
<b>1 Turbidity (&lt; 0.1%)</b>					
(a) Filters (data from march-july 98)					
1.1	95.88	96	1		average module1 95.89
1.2	96.29	96	1		
1.3	95.72	96	1		
1.4	96.27	96	1		
1.5	96.16	96	1		
1.6	95.01	96	1		
2.1	97.86	97	1		average module2 97.25
2.2	97.36	97	1		
2.3	97.59	97	1		
2.4	96.92	97	1		
2.5	97.36	97	1		
2.6	96.38	97	1		
3.1	94.48	96	1		average module3 95.90
3.2	95.64	96	1		
3.3	95.91	96	1		
3.4	96.9	96	1		
3.5	95.47	96	1		
3.6	96.97	96	1		
4.1	97.85	97	1		average module4 97.42
4.2	97.93	97	1		
4.3	97.05	97	1		
4.4	97.78	97	1		
4.5	97.79	97	1		
4.6	96.1	97	1		
(b) Filtered Water (< 0.1%)			6		
Sep-98	99.57	99.7			average 99.72
Oct-98	100	99.7			
Nov-98	99.42	99.7			
Dec-98	99.89	99.7			
<b>2 Penalties</b> Improvement on last year	\$ 25,639	\$ 12,820	15		
<b>3 Safety - NSCA</b> Obtain and maintain 5 star rating	N/A	5 star	20		
<b>4 ISO4001</b> Obtain accreditation	N/A	obtain	10		
<b>5 Saturators and Thickeners</b> Minimise clean-out expenditure	\$ 333,890	\$ 111,297	15		
<b>6 Achieve Budget or better</b> Using Gross Operating Margin as indicator	Achieved Budget	Achieve Budget	10		
<b>Total</b>			<b>100</b>		<b>100=\$6000</b>

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