

**REGISTER OF
ENTERPRISE AGREEMENTS**

ENTERPRISE AGREEMENT NO: EA02/16

TITLE: Metcash Trading Limited Blacktown and Silverwater Clerical Staff Agreement

I.R.C. NO: 2002/226

DATE APPROVED/COMMENCEMENT: 5 February 2002

TERM: 6 March 2003

**NEW AGREEMENT OR
VARIATION:** New

GAZETTAL REFERENCE: 15 March 2002

DATE TERMINATED:

NUMBER OF PAGES: 33

COVERAGE/DESCRIPTION OF

EMPLOYEES: Applies to all clerical employees engaged at the Company's site at 37 Bessemer Street, Blacktown and 4 Newington Road, Silverwater, NSW.

PARTIES: Metcash Trading Limited -&- the Federated Clerks' Union of Australia, New South Wales Branch

Metcash Trading Limited Blacktown and Silverwater Clerical Staff Agreement

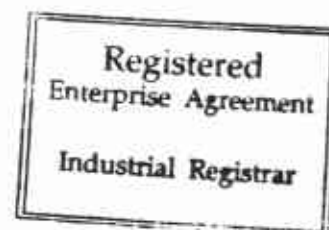
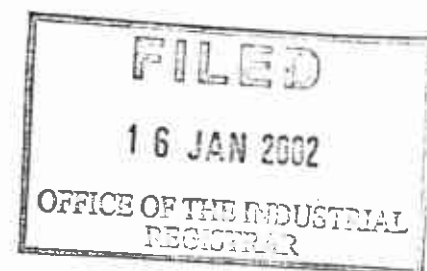
1 ARRANGEMENT

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1. Labour Flexibility

For the purpose of increasing productivity and flexibility, as well as enhancing career opportunities for employees, multi-skilling may apply to allow the employee to perform any work in the company within the scope of his or her skills and competence.

2. Training

The parties to this Agreement acknowledge that appropriate training should be provided by the company to its employees to meet the needs of the business.

3. Terms of Engagement

- (a) All clerical and administrative personnel shall be employed as weekly, casual or part-time employees.
- (b) The Company shall inform each employee as to the terms of his / her engagement, and in particular whether he/she is a weekly, part-time or casual employee, employed on day or shift work.

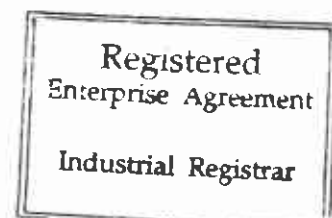
4. Casual and part-time employees

- (a) Notwithstanding anything else contained in this Agreement, the provisions of this Agreement with respect to annual leave, annual leave loading, sick leave, jury service, bereavement leave, maternity leave and holidays shall apply to part-time employees on a pro rata basis for each employee in proportion to the normal ordinary hours worked by weekly clerical employees in the section or department in which the part-time employee is employed.
- (b) Notwithstanding the provisions of this clause, the union and the company may agree, in writing, to observe other conditions in order to meet special cases.

5. Hours

Weekly Employees:

- (a) The ordinary hours of work, exclusive of meal hours, shall not exceed an average of 36 hours or 38 hours per week and, except as provided in clause 7, Shift Work, shall be worked between the hours of 6.00am and 6:00pm, Monday to Saturday inclusive.
- (b) Weekly employees engaged prior to 27 May 1996 may remain on the existing 36-hour week rosters.
- (c) Weekly employees referred to in sub clause (b) may volunteer to work a 38 hour week roster in lieu of the above and be remunerated accordingly.



- (d) The ordinary hours of work shall not exceed an average of either 36 or 38 hours per week and shall be worked in one of the following ways:
- on 19 days over a 4 week cycle; or
 - on 9 days over a 2 weeks cycle; or
 - on 5 days in any week: or as mutually agreed between an individual employee and the company.
- (e) All new employees who commence on or after 27 May 1996 shall as a condition of employment be employed on a 38-hour basis.
- (f) Maintenance of the Roster shall be at the sole discretion of the company. Further, the banking of rostered days off maybe undertaken to meet the needs of the Company. The taking of the banked days will be mutually agreed with the individual.
- (g) The ordinary hours of work prescribed herein may be worked up to 10 hours on any day. Where the ordinary working hours are to exceed 8 on any day but no more than 10, the arrangement of hours shall be subject to agreement between the Company and the majority of employees concerned.
- (h) Daily Hours:

Where a 19-day / 4-week cycle is worked the ordinary hours of work shall not exceed 8 hours per day, Monday to Saturday inclusive, between the hours of 6:00 am and 6:00 pm.

Where a 9-day / 2-week cycle is worked the ordinary hours of work shall not exceed 8 hours per day, Monday to Saturday, on 9 days of the cycle between the hours of 6:00 am and 6:00 pm.

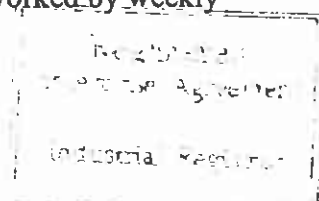
Where a five-day week is worked the ordinary hours of work shall be worked between the hours of 6:00 am and 6:00 pm, Monday to Saturday inclusive, such that either:

- (i) The ordinary hours of work on 4 days of any one week shall not exceed 8 hours and on one day of the week shall not exceed 6 hours; or
- (ii) The ordinary hours of work on each day of the week shall not exceed 7 hours and 36 minutes.

The starting time when once fixed in accordance with this sub-clause shall not be altered without seven days' notice being given by the company to the employees. However, in an emergency, the company and an employee may agree to change such employee's commencing and ceasing times with less than seven days' notice: provided that the employee shall be entitled to have the union delegate present when such matters are discussed.

(2) Casual employees:

The spread of ordinary hours of work shall be the same as those worked by weekly employees in the establishment.



(3) Part-time employees:

The spread of ordinary hours of work, exclusive of meal times, shall be the same as those prescribed for weekly employees, but shall not in any case, be less than 12 hours per week. The ordinary hours of work shall not exceed eight hour per day.

Provided that the ordinary hours of work prescribed herein may be worked up to 10 hours on any day. Where such arrangement of ordinary working hours is to exceed 8 on day but not more than 10, the arrangement of hours shall be subject to the agreement of the company and the majority of employees concerned.

(4) Saturday Work:

Saturdays worked as part of the roster would be paid at the normal weekly rate incurring no penalty rates. In compensation thereof, wages under this Agreement have been appropriately adjusted and no further payments are applicable.

Full time employees engaged prior to 27 May 1996 will not be required to work a Saturday roster unless they request and in which case they will be given first preference.

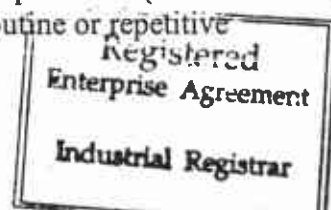
Saturday rosters would not come into being until such time the business required them.

6. Meal Break

- (i) Employees whose ordinary working hours fall between 6:00 am and 6:00 pm shall be allowed a meal break of not less than thirty minutes or more than one hour between the hours of 11:00am and 2:30 pm.
- (ii) An employee shall not be required to work more than five hours without a break for a meal except in the following circumstances where up to six hours may be worked without a break for a meal:
 - (a) Where employees are working in accordance with subparagraph (I) of paragraph (h) of subclause (1) of clause 6, Hours; or
 - (b) Where a casual employee or a part-time employee is engaged to work no more than six hours in any one day.
- (iii) The Company and employee may by mutual agreement alter the commencing time of the lunch break.

7. Wages

- (i) Grades. All adult employees shall be graded in one of the following grades and informed accordingly in writing within 14 days of appointment to the position held by the employee:
 - (a) Grade 5 means an adult employee who works under direct supervision (as defined hereunder) and who for a major part of the time performs routine or repetitive



clerical duties involving the application of clearly prescribed standard practices which require the exercise of limited discretion. Without limiting the generality of the foregoing, examples of the type of work included in the above definition are: checking figures, matching documents, sorting or filing papers, handling mail.

- (b) Grade 4 - means an adult employee who:
- (i) works under general supervision (as defined thereunder) performing clerical duties which involve the exercise of some initiative and minor decision making within a regular work routine; and/or
 - (ii) for the major part of the time operates a switchboard; and/or
 - (iii) is employed as a typist, and who does not fall within the definitions of Grades 2 or 1.
- (c) Grade 3 means an adult employee who possesses the necessary skills and is classified as one of the following and who does not fall within the definitions of Grades 2 or 1: a stenographer; comptometer operator; ledger posting or similar accounting machine operator; data processing machine operator; tabulating machine operator; computer operator; card punch machine operator; verifier operator.
- (d) Grade 2 - means an adult employee who -
- (i) is capable of and may perform any duties of a Grade 5, 4 or 3 Clerk and who performs clerical duties under limited supervision (as defined hereunder), receives limited instructions which relate only to matters of substance in the work assignment (although more detailed instructions may be necessary on particular occasions), is regularly required to exercise independent initiative and judgement and possesses a requisite knowledge of office procedures and of the Company's business; and / or
 - (ii) is required to supervise and / or control the work of other clerks (excluding typists and stenographers), a typists' pool and/or the work of bookkeeping and / or comptometer operators.
- (e) Grade 1 - means an adult employee who:
- (i) is capable of and may perform any duties of a Grade 5, 4, 3 or 2 Clerk and who is fully competent in his/her work, requires little guidance in the performance thereof, exercises substantial responsibility and independent initiative and judgement with a requisite knowledge of office procedures and of the Company's business; and / or



- (ii) is required to accept responsibility for the work of a department or of a section or the work of clerks (excluding typists and stenographers) engaged in such department or section.

Notation:

The definitions of Grades 1, 2, 3, 4 and 5 in subclause (i) hereof, shall have no application to a person employed in a managerial capacity, that is a person who is employed primarily to control the conduct of the employer's business either in whole or in part and who in the performance of his / her duties regularly makes decisions and accepts responsibility on matters relating to administration and conduct of the business and whose performance of clerical duties is merely ancillary to his / her managerial employment.

- (ii) Definitions. The following expressions appearing in subclause (i) of this clause shall be defined as follows:

Grade 5. Direct Supervision shall mean that a person -

- (a) receives detailed instructions on the work to be performed; and
- (b) performs task which are part of an overall work routine; and
- (c) is subject to regular personal progress checks on the work being performed.

Grade 4. General Supervision shall mean that a person -

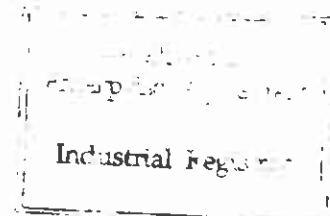
- (a) receives instructions on what is required on unusual or difficult features of the work and on the method of approach when new procedures are involved; and
- (b) is normally subject to progress checks which are usually confined to unusual or difficult aspects of the task; and
- (c) has the knowledge and experience required to perform the duties usually without specific instructions but has assignments reviewed on completion.

Grade 2. Limited Supervision shall mean that a person --

- (a) may be subject to progress checks which will be principally confined to establishing that satisfactory progress is being made; and
- (b) may have his / her assignments reviewed on completion.

(iii) Adults - the minimum rates of wages per week for adult employees shall be the rate of wage as set out in Table I of Part B.

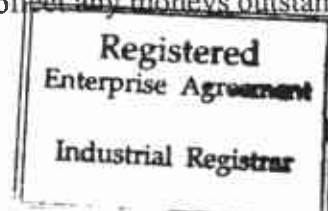
(iv) Juniors -- the minimum rates of wages per week for junior employees shall be set out in Table I of Part B.



- (v) Casual employees – casual employees shall be paid at an hourly rate equal to the appropriate weekly rate divided by thirty-eight or by the number of ordinary hours worked by clerical employees, other than casual and part-time employees, in the establishment whichever is the lesser plus 20 per cent with a minimum payment of four hours work at the appropriate rate.
- (vi) Part-time employees – part-time employees shall be paid at an hourly rate equal to the appropriate weekly rate divided by:
- (1) 38; or
 - (2) the number of hours worked by weekly clerical employees in the section or department in which such person is employed, whichever is the lesser.
- (vii) List of employees graded – the Company shall keep a list of employees and the grade in which they are employed pursuant to subclause (i) of this clause, and each employee shall be notified in writing within 14 days of appointment to that and subsequent graded positions.
- (viii) Resolution of disputes – In the event of any dispute arising between the company and an employee in relation to the interpretation or operation of this clause generally and in particular the grade of any employee, then failing resolution of such dispute within fourteen days, the dispute may be notified to the Industrial Relations Commission of NSW.
- (ix) No extra claims commitment – It is a term of this Agreement for its duration that until 27 May 1998 the Union undertakes not to pursue any extra claims, Agreement or over Agreement, except when consistent and in accordance with a State Wage Decision.

8. Payment of wages

- (i) Wages shall be paid weekly or fortnightly. Prior to its introduction the Company should discuss the implementation of fortnightly pay within the employees.
- (ii) Overtime shall be paid within a week from the pay day succeeding the day or days on which such overtime becomes due. Provided that where wages are paid fortnightly, overtime shall be paid within a fortnight from the day day succeeding the day or days on which such overtime became due.
- (iii) On termination an employee shall be paid all moneys due to the employee. Such moneys shall be paid during his / her working hours on the day of termination, or posted by pre-paid registered post to the employee on the next working day; provided that an employee may elect to return to collect any moneys outstanding to the employee on the next working day.



9. Overtime and meal allowance

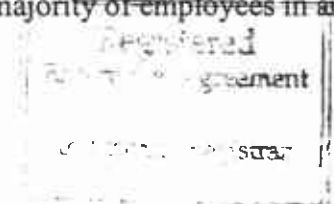
- (i) All time worked outside the ordinary hours of work prescribed by clause 6, Hours, shall be overtime and shall be paid for at the rate of time and one-half for the first two hours and double time thereafter: Provided that overtime at the rate of double time shall be paid for all time worked after 12:00 noon on a Saturday: Provided further that in computing overtime each day's work shall stand alone.
- (ii) When overtime work is necessary it shall wherever reasonably practicable, be so arranged that employees have at least ten consecutive hours off duty between the work of successive days. An employee other than a casual employee who works so much overtime between the termination of his / her ordinary work on one day and the commencement of his / her ordinary work on the next day that he / she has not had at least ten consecutive hours off duty between those times shall, subject to this subclause, be released after completion of such overtime until he / she has had ten consecutive hours off duty, without loss of pay, for ordinary working time occurring during such absence. If on the instruction of the Company such an employee resumes or continues work without having had such ten consecutive hours off duty, he / she shall be paid at double rates until he / she is released from duty for such period and he/she then shall be entitled to be absent until he/she has had ten consecutive hours off duty without loss of pay for ordinary working time occurring during such absence.
- (iii) An employee working overtime shall be paid a meal allowance in any of the following circumstances:
 - (a) When required to work beyond 6:00 pm - an amount set it Item 2, Table 2 of Part B.
 - (b) If overtime continues beyond 10:00 pm - a further amount as set in Item 2, Table 2 of Part H.
- (iv) Casual Employees: This clause shall apply to casual employees and in such cases overtime shall be calculated on the casual rate of pay contained in subclause (v) of clause, 9, Wages.
- (v) Notwithstanding anything contained in clause 6, Hours, and subclause (i) of this clause, employees whose fixed hours of employment are less than thirty-eight hours per week, may be worked without the payment of overtime up to two hours after the fixed finishing time on any one day on not more than four days in any calendar month, or eight days in any two consecutive calendar months; provided that, in any case, an employee shall not be required to work more than ten hours in any one day or more than thirty-eight hours or thirty-six in any one week without the payment of overtime; provided further that such ten hours shall be worked between 6.00 am and 6.00 pm Monday to Saturday, inclusive.



- (vi) In computing overtime if less than thirty minutes is worked it shall be reckoned as thirty minutes and any portion in excess of thirty minutes shall be reckoned as one hour.
- (vii) If required, employees shall comply with the reasonable and lawful instructions of the company as to working overtime including the working of overtime on Saturday.
- (viii) Time Off in Respect of Overtime Worked: Where an employee performs duty on overtime the employee may at his/her request and with the agreement of the Company, subsequently be released from duty in ordinary hours subject to the following conditions:
 - (a) The agreement shall be in writing and be kept with the time and wages records.
 - (b) Where an employee takes subsequent time off the relevant and equivalent period of overtime shall be paid for at ordinary rates of pay. All other overtime worked and in respect of which time off is not taken shall be paid for at the appropriate overtime rate otherwise provided in this Agreement.
 - (c) Where an employee elects to take any period(s) of time off in ordinary hours in accordance with this clause such time off shall be without pay and shall equate to the relevant period(s) of overtime worked.
 - (d) Time off may be taken only in respect of overtime worked between Monday to Saturday, inclusive,
 - (e) Payment for any period(s) of overtime worked and in relation to which the employee elects to take time off may be paid by the Company to the employee in the pay period in which the time off is taken.
 - (f) An employee may not accumulate more than 20 hours of equivalent time off which shall be taken within four weeks of its accrual. Where such time off is not taken the period(s) of overtime referable thereto shall be paid for in the next relevant pay period at the appropriate overtime rate otherwise applicable.

10. Shift Work

- (i) Definitions
 - (a) A "shift worker" means an employee whose ordinary hours of work are in accordance with the shifts defined in paragraphs (b), (c), (d), and (e) of this subclause.
 - (b) "Afternoon shift" means any shift finishing after 6.00pm and at or before 11.00 pm, provided that where the majority of employees in an



establishment finish afternoon shift at a later time, up to 12 midnight, male clerks may be required to work the same hours.

- (c) "Night shift" means any shift starting at or after 11.00pm or at or before 5.00am or finishing subsequent to 11.00pm and at or before 6.00pm.
- (d) "Permanent shift" means a night shift which does not rotate with another shift or day work and which continues for a period of not less than four consecutive weeks.
- (e) "Early morning shift" applies to an employee whose ordinary hours on a regular shift commences between 5.00am and 6.00 am except where such a shift is part of a shift system and preceding an afternoon shift finishing at 11.00pm.
- (f) "Seven-day shift worker" means an employee who is rostered to work regularly on Sundays and Public Holidays.

(ii) Hours, Shift Allowances, Special Rates, Meal Interval

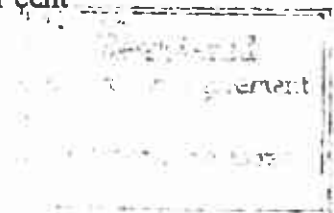
- (a) Notwithstanding any other provisions of this Agreement and subject to the provisions of subclause (I) of this clause, an employee may be employed upon shifts, in which case the ordinary hours shall not exceed eight in any consecutive twenty-four; or forty per week; or eighty in fourteen consecutive days; or one hundred and fifty-two in any twenty-eight consecutive days.

Provided that the ordinary hours of work prescribed herein may be worked up to 10 hours on any day. In any arrangement of ordinary working hours where the ordinary working hours are to exceed 8 on any day but not more than 10, the arrangements of hours shall be subject to the agreement of the Company and the majority of employees concerned. In addition, the arrangement shall average 38 hours per week over the shift cycle.

- (b) Times of beginning and ending the shift of any employee may in any case be varied by agreement between the Company and the employee or in the absence of agreement may be varied by at least one week's notice given by the Company to the employee.
- (c) A shift worker employed on shift shall for work done during the ordinary hours of any such shift be paid ordinary rates prescribed by clause 9 Wages, plus the following additional percentage of the graded rate of pay applicable as prescribed by subclause (iii) of the said clause 9:

Afternoon Shift- at the rate of 17 per cent

Night Shift- at the rate of 20 per cent



Permanent Night Shift- at the rate of 26 per cent
Early Morning Shift- at the rate of 10 per cent

Allowances in accordance with this clause shall be calculated in multiples of 10 cents, amounts of less than 5 cents being taken to the lower multiples of 5 cents or more being taken to the higher multiple.

(d) Juniors – Junior employees working shift shall be paid as follows:

A junior who is a stenographer, comptometer operator, ledger posting or similar accounting machine operator, data processing machine operator, tabulating machine operator, computer operator, card punch operator, verifier operator, shall be paid the additional percentage of the Grade 3, Adult Rate.

All other junior employees shall be paid the additional percentage for the Grade 5, Adult rate.

(e) A shift worker whose rostered day off coincides with a public holiday shall be paid a day's pay additional to his/her weekly wage, or have a day added to his/her annual leave.

(f) A shift worker whose ordinary working period includes a Saturday, Sunday or holiday as an ordinary working day shall be paid _

Saturday- time and one half

Sunday- time and three quarters

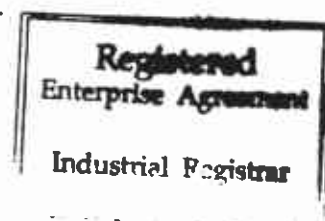
Holiday- double time and one half

(g) Where ordinary hours commenced between 11.00pm and midnight on a Sunday or holiday, the ordinary time worked before midnight shall not entitle the shift worker to the Sunday or holiday rate. Provided that the ordinary time worked by a shift worker on a shift commencing before midnight on the day preceding a Sunday or holiday and extending into a Sunday or holiday shall be regarded as ordinary time worked on such Sunday or holiday.

(h) At least twenty minutes shall be allowed to a shift worker for a meal during each shift before the expiration of five hours. Such meal break shall be counted as time worked.

(iii) Overtime

(a) All time worked by a shift worker in excess of the hours provided in paragraph (a) of subclause (ii) of this clause shall be paid time and one-half for the first two hours and double time thereafter. In computing overtime, each day shall stand alone.



- (b) A shift worker required to work overtime in excess of one hour on any shift shall be paid meal money, as set in Item 1 of Table 2 of Part B. If overtime exceeds five hours on any shift a further meal allowance of the same amount shall be paid.
- (iv) Work on a Rostered Day Off
 - (a) An employee required to work on a rostered day off shall be paid the rate prescribed in subclause (iii) this clause except for time worked on Sundays which shall be paid for at the rate of double time and time worked on public holidays which shall be paid for at the rate of double time and one half.
 - (b) Where work is performed as prescribed in paragraph (a) of this subclause on a Sunday or holiday, such employee shall be paid a minimum of four hours at the appropriate rate.
- (v) Special Rates not Cumulative – The penalties herein prescribed are in substitution for and not cumulative upon the shift allowances prescribed in subclause (ii) of this clause.
- (vi) Casual and Part-time Shift Workers – Casual and part-time shift workers shall receive the allowance prescribed in paragraph (c) of subclause (ii) of this clause.

11. Sundays and holidays

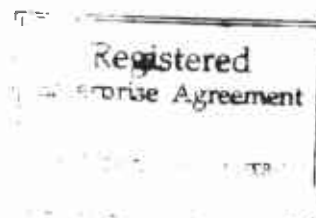
- (i) New Year's Day, Australia Day, Good Friday, Easter Saturday, Easter Monday, ANZAC Day, Queen's Birthday, Labour Day, Christmas Day, Boxing Day and an additional day's holiday to be observed pursuant to subclause (ii) of this clause and any other day gazetted as a public holiday for the State shall be holidays for the purposes of this Agreement.
- (ii) In addition to the holidays specified in this clause, an employee shall be entitled to an additional day as a holiday in each calendar year. Such additional holiday shall be mutually agreed between the Company and employee. The additional holiday is not cumulative and must be taken within twelve months, provided that an individual employee may opt for an additional days pay in lieu of the above holiday or have the day added to annual leave.
- (iii) In the event that a dispute concerning the day on which an additional holiday is to be taken by an employee, the matter will be progressed through the Dispute Settling Procedure.
- (iv) No deductions shall be made from the wages of weekly or part-time employees for the week in which any of the holidays, referred to in subclause (i), of this clause, fall.



- (v) For work done on any of the holidays referred to in subclause (i), double time and one-half shall be paid with a minimum payment for four hours' work.
- (vi) For work done on a Sunday double ordinary time with a minimum payment for four hours' work shall be paid.
- (vii) Where an employee is absent from employment on the working day before or the working day after a public holiday without reasonable excuse or without the consent of the company the employee shall not be entitled to payment for such holiday.
- (viii) Where an employee's rostered day off falls on a public holiday the employee shall receive an alternate day off within 28 days before or after the public holiday.

12. Annual leave

- (i) Employees other than seven-day shift workers, see Annual Holidays Act, 1944.
- (ii) In addition to the leave provided for by subclause (i) of this clause, seven-day shift workers, that is, shift workers who are rostered to work regularly on Sundays and holidays, shall be allowed one week's leave, provided that if during the year of employment an employee has served for only a portion of it as a seven-day shift worker the additional leave shall be one day for every thirty-six ordinary shifts worked as a seven-day shift worker. In this subclause reference to one week and one day shall include holidays and non-working days.
- (iii) An employee at the time of entering upon a period of annual leave, in accordance with the said Annual Holidays Act, shall be entitled to an additional payment in respect of the period of employment to which the said leave is referable, calculated on the basis of a loading of 25 percent. Shift workers shall receive either this loading or their shift loading, whichever is the greater.
- (iv) The loading prescribed herein shall be paid on termination of employment where the annual leave which has become due to the employee is outstanding at the time of termination.
- (v) The provision of subclause (iv) shall not apply where an employee is dismissed for misconduct nor shall it apply to pro-rate holiday pay paid on termination of employment.



13. Sick Leave

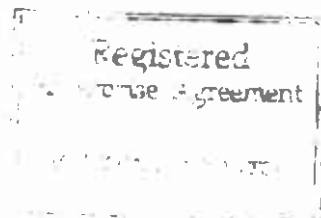
- (i) Weekly employees shall, subject to the production of a medical certificate or other evidence satisfactory to the company (which may include a statutory declaration) be entitled to five days' sick leave during the first year of service and eight days during the second and subsequent years of service on full pay: Provided that a statutory declaration shall be sufficient proof of sickness in respect of the first two single days' absence of an employee in any year.

Provided further that where an employee works more than eight ordinary hours in any day, the employee shall not be entitled to leave in excess of 38 hours of ordinary working time in the first year of service and 60.8 hours of ordinary working time in the second and subsequent years of service.

- (ii) (a) The employee shall, wherever practicable, before the commencement of absence, inform the company of such employee's inability to attend for duty and, as far as possible state the nature of the injury or illness and the estimated duration of the absence.
- (b) Where an employee does not notify the company of the employee's inability to attend for duty prior to the commencement of the absence the employee shall produce a medical certificate or the said employee shall not be entitled to payment for the first eight hours of such absence.

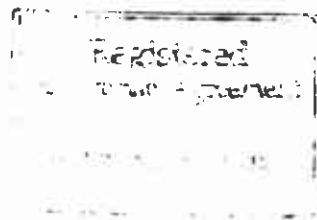
Note: An employee's entitlement to sick leave in accordance with subclause (i) shall not be reduced as a consequence of the operation of this paragraph.

- (iii) The payment for *any* absence on sick leave in accordance with this clause during the first three months of employment of an employee may be withheld by the company until the employee completes such three months of employment at which time the payment shall be made.
- (iv) An employee shall not be entitled to sick leave on full pay for any period in respect of which such employee is entitled to workers' compensation; provided, however, that the company shall pay to an employee who has sick leave entitlement under this clause, the difference between the amount received as workers' compensation and full pay. If



the company pays such difference, the employee's sick leave entitlement under this clause shall for each week during which such difference is paid be proportionately reduced.

- (v) If the full period of sick leave is not taken in any year, the whole or any untaken portion shall be cumulative from year to year provided that the Company shall not be bound to credit an employee for sick leave which accrued more than twelve years before the end of the last completed year of service.
- (vi) Part-time employees shall, subject to the provisions of this clause, be entitled to a proportionate amount of sick leave. The amount of sick leave to which a part-time employee is entitled in any year shall bear the same ratio to sick leave prescribed during that year of service for weekly employees, as the part-time employee's normal ordinary hours of work for a week during such year would have borne to the number of ordinary hours worked by weekly clerical employees in the section or department in which the part-time employee is employed.
- (vii) Service before the date of this Agreement shall be counted for the purpose of assessing the annual sick leave entitlement but shall not be taken into consideration in arriving at the period of accumulated leave. An employee whose employment commenced on or before 13 March 1976 shall be entitled to the increased quantum of sick leave prescribed by subclause (i) hereof, according to the employee's year of service commencing on or after that date. Accumulated leave at the credit of the employee at the commencement of this Agreement will not be increased or reduced by the operation of this clause.
- (viii) If an Agreement holiday occurs during an employee's absence on sick leave then such Agreement holiday shall not be counted as sick leave.
- (ix) An employee who is absent without leave on the working day before or the working day after the rostered day off shall be liable to forfeit wages for that day except where the employee produces medical evidence that is satisfactory to the Company, to the extent that the absence was caused through personal illness or injury.
- (x) On termination, an employee shall be paid a cash bonus representing the value of sick leave not expended. The



conditions for payment shall be as previously agreed in that the sick leave referred to is that leave accumulated after 1 October 1986.

- (xi) Where an employee has a post 1 October 1986 accumulated credit of at least 120 hours sick leave as at 30 November each year, that employee has the option to cash in 72 hours of these entitlements in exchange of 72 hours pay. This will be paid out in early December. The onus will be on the employee to approach the company to request payment no later than 30 November so that payment can be arranged.

14. Counselling Procedure

- (i) The Company requires all employees to maintain a fair and reasonable output of work, to protect Company property, to co-operate willingly with the Company, act in a fair and reasonable manner towards fellow employees and to comply with all reasonable instructions from management. Likewise the Company will maintain the normal standard of decorum towards employees.
- (ii) When an employee's performance in any area is of a standard unacceptable to the Company, the formal counselling and warning system set out below will be implemented. The formal counselling and warning system includes the use of formal written notification.
- (iii) An employee shall be entitled to two separate warnings. Such warnings shall be given formally and shall be in writing. A copy of the warning report shall be given to the Secretary of the Union if requested.
- (iv) Warnings issued to the employee by a Supervisor or Manager shall be in the presence of the employee's union delegate or nominee.
- (v) If following the aforesaid warnings, the employee has a further breach of the duties and obligations for which the employee has received previous warnings, the employment may be terminated forthwith.
- (vi) This clause shall not apply to the summary dismissal of an employee who performs an act of serious and wilful misconduct,



15. Finishing at night

When an employee, working overtime, finishes work at a time when the usual means of transport are not available, then the Company shall:

- (a) provide transport or shall pay the employee at his / her ordinary rate for the time occupied in reaching home
- (b) pay the employee any additional outlay incurred in reaching his/her home by reasonable means of transport.

16. Travelling

- (i) When an employee, in the course of his / her duty is required to go to any place away from his/her usual place of employment he/she shall be paid all reasonable expenses actually incurred.
- (ii) When an employee, in the course of his/her duty, is required other than in ordinary working hours to go to any place away from his/her usual place of employment he/she shall be paid all reasonable expenses actually incurred and in addition shall be paid at the ordinary rates for half of any time occupied in travelling outside ordinary working hours which is in excess of the time normally occupied by him / her in travelling from his/her home to his / her usual place of employment.
- (iii) Any employee required to provide a motor car shall be paid the amount set in Item 3 of Table 2 of Part B extra per week.
- (iv) Where an employee is required to use his/her motor car by the Company on a casual or incidental basis, he/she shall be paid an amount as set in Item 4 of Table 2 of Part B per kilometre travelled, during such use.
- (v) If the company provides a vehicle, it shall pay the whole of the cost of the upkeep, registration, insurance, maintenance and running expenses.

17. Higher Duties

All employees who are employed for one full day or more on duties which under this Agreement attract a higher rate of pay, shall be paid that higher rate of pay for the time so worked.

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Where an employee relieves in a salaried or managerial position as above the time worked shall attract not less than the highest rate under this Agreement i.e. Grade 1; provided that the right is reserved for an individual employee to make representations for wages greater than Grade 1 above having regard to the circumstances of the particular case.

18. Certificate of Service

- (i) An employee with more than two months' service on leaving or being discharged shall, upon request, be given a reference or certificate of service in writing. Such reference or certificate of service shall at least contain information as to the length and nature of the employment of the employee.

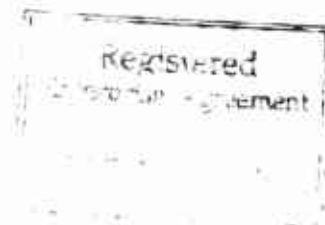
19. Redundancy

1. Application

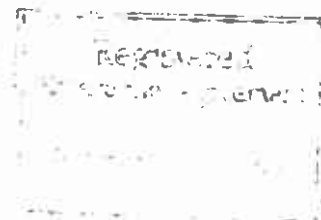
- (i) This clause shall apply in respect of full time and part time employees employed in the classifications specified in the Agreement.
- (ii) Notwithstanding, anything contained elsewhere in this Agreement, this clause shall not apply to employees with less than one years' continuous service and the general obligation on the Company shall be no more than to give such employees an indication of the impending redundancy at the first reasonable opportunity, and to take such steps as may be reasonable to facilitate the obtaining by the employees of suitable alternative employment.
- (iii) Notwithstanding, anything contained elsewhere in this clause, this clause shall not apply where employment is terminated as a consequence of conduct that justified instant dismissal, including malingering, inefficiency or neglect of duty, or in the case of casual employees or employees engaged for a specific period of time or for a specified task or tasks or where employment is terminated due to the ordinary and customary turnover of labour.

2. Introduction of Change

- (i) Duty to notify



- (a) Where the Company has made a definite decision to introduce major changes in production, program, organisation, structure or technology that are likely to have significant effects on employees, the Company shall notify the employees who may be affected by the proposed changes and the union to which they belong.
 - (b) "Significant effects" include termination of employment, major changes in the composition, operation or size of the company's workforce or in the skills required, the elimination or diminution of job opportunities, promotion opportunities or job tenure, the alteration of hours of work, the need for retraining or transfer of employees to other work or locations and the restructuring of jobs.
- (ii) Duty to discuss change
- (a) The company shall discuss with the employees affected and the union to which they belong, inter alia, the introduction of the changes referred to in subclause (i), above, the effects the changes are likely to have on employees and measures to avert or mitigate the adverse effects of such changes on employees, and shall give prompt consideration to matters raised by the employees and/or the union in relation to the changes.
 - (b) The discussion shall commence as early as practicable after a definite decision has been made by the company to make the changes referred to in subclause (i) above.
 - (c) For the purpose of such discussions, the company shall provide to the employees concerned and the union to which they belong all relevant information about the changes including the nature of the changes proposed, the expected effects of the changes on employees and any other matters likely to affect employees provided that the company shall not be required to disclose confidential information the disclosure of which would adversely affect the company.



3. Redundancy

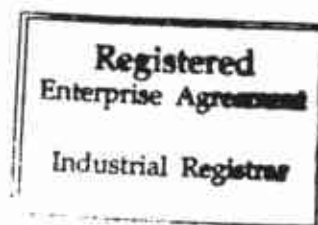
(i) Discussions before terminations

- (a) Where an employer has made a definite decision that the company no longer wishes the job the employee has been doing done by anyone pursuant to paragraph (a) of subclause (I) of Part 2 and that decision may lead to the termination of employment, the company shall hold discussions with the employees directly affected and with the union to which they belong.
- (b) The discussions shall take place as soon as is practicable after the company has made definite decision which will invoke the provision of paragraph (a) of this subclause and shall cover, inter alia, any reasons for the proposed terminations, measures to avoid or minimise the terminations and measures to mitigate any adverse effects of any termination of the employees concerned.
- (c) For the purposes of the discussion the company shall, as soon as practicable, provide to the employees concerned and the union to which they belong, all relevant information about the proposed terminations including the reasons for the proposed terminations, the number and categories of employees likely to be affected, and the number of employees normally employed and the period over which the terminations are likely to be carried out. Provided that the company shall not be required to disclose confidential information the disclosure of which would adversely affect the company.

4. Termination of Employment

(i) Notice for Changes in Production Programme Organisation or Structure

This subclause sets out the notice provisions to be applied to termination by the company for reasons arising from "production", "program", "organisation" or "structure" in accordance with Part 2 (i)(a) of this Clause.



- (a) In order to terminate the employment of any employee the company shall give to the employee the following notice:

Period of Continuous Service	Period of Notice
Less than 1 year	1 week
1 year and less than 3 years	2 weeks
3 years and less than 5 years	3 weeks
5 years and over	4 weeks

- (b) In addition to the notice above, employees over 45 years of age at the time of the giving of the notice with not less than two years continuous service, shall be entitled to an additional week's notice.
- (c) Payment in lieu of the notice above shall be made if the appropriate notice period is not given. Provided that employment may be terminated by part of the period of notice specified and part payment in lieu thereof.

(ii) Notice of Technological Change

This subclause sets out the notice provisions to be applied to termination by the company for reasons arising from "technology" in accordance with Part 2 (i)(a) of this clause.

- (a) In order to terminate the employment of an employee the company shall give to the employee three months notice of termination.
- (b) Payment in lieu of the notice above shall be made if the appropriate notice period is not given. Provided that employment may be terminated by part of the period of notice specified and part payment in lieu thereof.
- (c) The period of notice required by this subclause to be given shall be deemed to be service with the company for the purposes of the Long Service Leave Act, 1955, the Annual Holidays Act, 1944, or any Act amending or replacing either of these Acts.

(iii) Time off during the notice period

- (a) During the period of notice of termination given by the company an employee shall be allowed up to one



day's time off without loss of pay during each week of notice, to a maximum of five weeks, for the purposes of seeking other employment.

- (b) If the employee has been allowed paid leave for more than one day during the notice period for the purpose of seeking other employment, the employee shall, at the request of the company, be required to produce proof of attendance at an interview or the employee shall not receive payment for the time absent.

- (iv) Employee leaving during the notice period

If the employment of an employee is terminated (other than for misconduct) before the notice period expires, the employee shall be entitled to the same benefits and payments under this clause had the employee remained with the company until the expiry of such notice. Provided that in such circumstances the employee shall not be entitled to payment in lieu of notice.

- (v) Statement of Employment

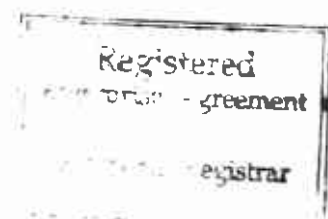
The company shall, upon receipt of a request from an employee whose employment has been terminated, provide to the employee a written statement specifying the period of the employee's employment and the classification of or the type of work performed by the employee.

- (vi) Notice to Commonwealth Employment Service

Where a decision has been made to terminate employees, the company shall notify the Commonwealth Employment Service thereof as soon as possible giving relevant information including the number and categories of the employees likely to be affected and the period over which the terminations are intended to be carried out.

- (vii) Department of Social Security Employment Separation Certificate

The company shall, upon receipt of a request from an employee whose employment has been terminated, provide to the employee an Employment Separation Certificate' in the form required by the Department of Social Security.



(viii) Transfer to lower paid duties

Where an employee is transferred to lower paid duties for reasons set out in subclause (i) of Part 2 of this clause, the employee shall be entitled to the same period of notice of transfer as the employee would have been entitled to if the employee's employment had been terminated, and the company may at its option make payment in lieu thereof of an amount equal to the difference between the former ordinary time rate of pay and the new ordinary time rates for the number of weeks of notice still owing.

(viii) Transfer to lower paid duties

Where an employee is transferred to lower paid duties for reasons set out in subclause (i) of Part 2 of this clause, the employee shall be entitled to the same period of notice of transfer as the employee would have been entitled to if the employee's employment had been terminated, and the company may at its option make payment in lieu thereof of an amount equal to the difference between the former ordinary time rate of pay and the new ordinary time rates for the number of weeks of notice still owing.

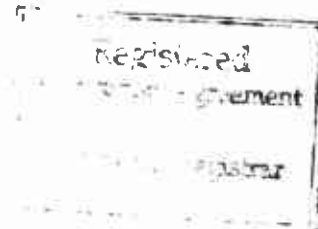
5. Severance Pay

(i) Where an employee is to be terminated pursuant to Part 4 of this clause, subject to further order of the Industrial Relations Commission, the company shall pay the following severance pay in respect of a continuous period of service:

(a) If an employee is under 45 years of age, the company shall pay in accordance with the following scale:

Years of Service	Under 45 Years of Age Entitlement
Less than 1 year	Nil
1 year and less than 2 years	4 weeks
2 years and less than 3 years	7 weeks
3 years and less than 4 years	10 weeks
4 years and less than 5 years	12 weeks
5 years and less than 6 years	14 weeks
6 years and over	16 weeks

(b) Where an employee is 45 years old or over, the entitlement shall be in accordance with the following scale:



Years of Service

Over 45 years of Age Entitlement

Less than 1 year	Nil
1 year and less than 2 years	5 weeks
2 years and less than 3 years	8.75 weeks
3 years and less than 4 years	12.5 weeks
4 years and less than 5 years	15 weeks
5 years and less than 6 years	17.5 weeks
6 years and over	20 weeks

- (c) "Weeks pay" means the all purpose rate of pay for the employee concerned at the date of termination, and shall include, in addition to the ordinary rate of pay, over Agreement payments, shift penalties and allowances paid in accordance with this Agreement.

- (ii) Incapacity to pay

Subject to application by the company and further order of the Industrial Relations Commission, the company may pay a lesser amount of severance pay than that contained in subclause (i) above.

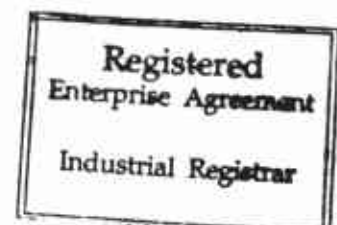
The Industrial Relations Commission shall have regard to such financial and other resources of the company concerned as the Industrial Relations Commission thinks relevant, and the probable effect paying the amount of severance pay in subclause (i) above will have on the company.

- (iii) Alternative Employment

Subject to an application by the company and further order of the Industrial Relations Commission, the company may pay a lesser amount of severance pay than that contained in subclause (i) above if the company obtains acceptable alternative employment for an employee.

20. Termination of Engagement

- (i) The employment of a weekly or part-time employee may be terminated only by one week's notice on either side which may be given at any time or by the payment by the Company or the forfeiture by the employee of a week's pay in lieu of notice. This shall not affect the right of the Company to dismiss an employee without notice in the case of an employee guilty of misconduct.
- (ii) An employee with more than two month's service on leaving or being discharged shall, upon request, be given a certificate of service in writing. Such certificate of service shall at least contain information as to the length and nature of the employment of the employee.



21. Exemptions

Except as to the provisions of Long Service Leave, Workers Compensation and Parental Leave legislation and subclauses (i), (ii), (iv) and (v) of clause 12, Sundays and Holidays clause 13 Annual Leave, clause 14 Sick Leave, clause 22 Bereavement Leave, clause 23 Jury Service and clause 28 Superannuation, this Agreement shall not apply to clerks employed by the week who are in receipt of a weekly wage in excess of 15 percent above the rate of pay for Grade 1, in subclause (iii) of clause 9, Wages, from time to time effective:

Provided that this exemption shall not apply to an employee whose wage is in excess of 15 percent above the rate of pay for Grade 1, as aforesaid, if such wage includes overtime payments and/or shift allowances due to him/her under this Agreement.

22. Bereavement Leave

- (a) An Employee on weekly hiring (including part-time employees) shall be entitled to a maximum of two days leave without loss of pay on each occasion and on production of satisfactory evidence of the death in Australia of a person prescribed for the purposes of Family Leave in sub-clause 1.3(ii) of Clause 29.
- (b) provided further, an Employee on weekly hiring shall be entitled to a maximum of two days leave without loss of pay on each occasion and on the production of satisfactory evidence of the death outside Australia of a person prescribed for the purposes of Family Leave in sub-clause 1.3(ii) of Clause 29.

23. Jury service

An employee on weekly hiring required to attend for jury service during his / her ordinary working hours shall be reimbursed by the company an amount equal to the difference between the amount paid in respect of his/her attendance for such jury service and the amount of wage he/she would have received in respect of the ordinary time he / she would have worked had he/she not been on jury service.

An employee shall notify the company as soon as possible of the date upon which he/she is required to attend for jury service. Further, the employee shall give the company proof of his / her attendance, the duration of such attendance and the amount received in respect of such jury service.

24. Notations

Annual Holidays - See Annual Holidays Act, 1944.

Long Service Leave - See Long Service Leave Act, 1955.

Parental Leave - See Industrial Relations Act, 1996.



Right of Entry - See Industrial Relations Act. 1996.

Workers Compensation - See Workers Compensation Act, 1987, as amended.

25. First aid allowance

An employee who has been trained to render first-aid and who is the current holder of appropriate first-aid qualifications, such as a certificate from the St John Ambulance or similar body, shall be paid an allowance as set in Item 5 of Table 2 of Part 13, if the employee is appointed by the company to perform first-aid duty.

26. Notice board

The company shall permit the union to display notices dealing with legitimate union business on notice boards provided that such notices are authorised by an accredited union representative. Any such notice not so authorised may be removed by the accredited union representative or the company.

27. Agreement display

A copy of this Agreement shall be displayed in places readily accessible to all employees.

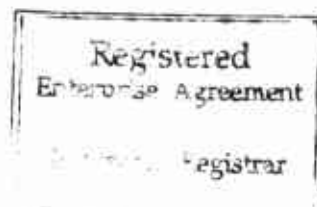
28. Superannuation

- (i) "Ordinary time earnings" in this clause means the employees rate of pay including any over Agreement and / or merit payments, casual loading, penalty rates, and/or shift loading (but excluding overtime, commission and occasional bonus payments).

"Eligible employee" in this clause means any employee employed under this Agreement who works as a full time employee, part time employee or as a casual (working regularly twelve hours or more per week). In this clause employee means eligible employee.

"The fund" in this clause shall mean the Clerical Administrative and Related Employees Superannuation Pty Ltd (CARE).

- (iii) For the purpose of this clause the fund into which payments are to be made shall be the Clerical Administrative and Related Employees Superannuation Pty Ltd (CARE).
- (iii) (a) The Company shall apply to the trustees of the fund to become a participating employer in the fund.
- (b) Each employee shall, upon being accepted by the trustees of the fund, make application to become a member of the fund.



- (b) Each employee shall, upon being accepted by the trustees of the fund, make application to become a member of the fund.
- (iv) (a) The Company shall contribute to the fund in respect of each eligible employee an amount equal to 8% of that employee's ordinary time earnings each week, increasing to 9% from 1 July 2002.
- (b) Where an employee is absent on leave without pay, whether or not such leave is approved, no contribution from the Company shall be due in respect of that employee in respect of that period of unpaid absence.
- (c) Employees who may wish to make contributions to the fund additional to those being paid by the Company pursuant to paragraph (a) hereof shall be entitled to authorise the Company to pay into the fund from the employee's wages amounts specified by the employee. Employee contributions to the fund requested under this paragraph shall be made in accordance with the rules of the fund.
- (v) The obligation of the Company to contribute to the fund in respect of an employee shall cease on the last day of such employee's employment with the Company.
- (vi) The Company participating in the fund shall not cease participation in the fund whilst employing any employees under this Agreement.
- (vii) The Company shall pay such contributions together with any employee deductions in accordance with the requirements of the trust deed of the fund.

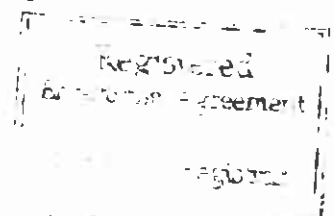
29. Family Leave

1. Use of sick leave

1.1 An employee with responsibilities in relation to a class of person set out in 1.3 (ii) who needs their care and support shall be entitled to use, in accordance with the subclause, any sick leave entitlement for absences to provide care and support for such persons when they are ill.

1.2 The employee shall, if required, establish by production of a medical certificate or statutory declaration, the illness of the person concerned.

1.3 The entitlement to use sick leave in accordance with this subclause is subject to:



- (i) the employee being responsible for the care and support of the person concerned; and
- (ii) the person concerned being:
 - (a) a spouse of the employee; or
 - (b) a de facto spouse, who, in relation to a person, is a person of the opposite sex to the first mentioned person who lives with the first mentioned person as the husband or wife of that person on a bona fide domestic basis although not legally married to that person; or
 - (c) a child or an adult child (including an adopted child, a step child, a foster child or ex-nuptial child), parent (including a foster parent and legal guardian), grandparent, grandchild or sibling of the employee or spouse or de facto spouse of the employee; or
 - (d) a same sex partner who lives with the employee as the de facto partner of that employee on a bona fide domestic basis; or
 - (e) a relative of the employee who is a member of the same household, where for the purposes of this paragraph:

1. "relative" means a person related by blood, marriage or affinity;

2. "affinity" means a relationship that one spouse because of marriage has to be blood relatives of the other; and

3. "household" means a family group living in the same domestic dwelling.

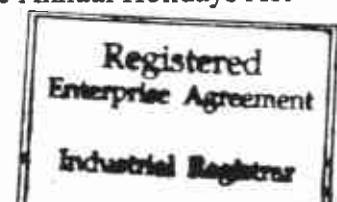
1.4 An employee shall, wherever practicable, give the Company notice prior to the absence of the intention to take leave, the name of the person requiring care and their relationship to the employee, the reasons for taking such leave and the estimated length of absence. If it is not practicable for the employee to give prior notice of absence, the employee shall notify the Company by telephone of such absence at the first opportunity on the day of absence.

2. Unpaid Leave for Family Purpose

2.1 An employee may elect, with the consent of the Company, to take unpaid leave for the purpose of providing care and support to a class of person set out in 1.3 (ii) above who is ill.

3. Annual Leave

3.1 To give effect to this clause, but subject to the Annual Holidays Act



1944, an employee may elect, with the consent of the Company, to take annual leave not exceeding five days in any calendar year at a time or times agreed by the parties.

3.2 Access to annual leave, as prescribed in paragraph 3.1 above, shall be exclusive of any shutdown period provided for elsewhere under this Agreement.

3.3 An employee and the Company may agree to defer payment of annual leave loading in respect of single day absences, until at least five consecutive annual leave days are taken.

4. Time Off in Lieu of Payment for Overtime

4.1 An employee may elect, with the consent of the Company, to take time off in lieu of payment for overtime at a time or times agreed with the Company.

4.2 Overtime taken as time off during ordinary time hours shall be taken at the ordinary time rate, that is an hour for each hour worked.

4.3 A Company shall, if requested by an employee, provide payment, at the rate provided for the payment of overtime in the Agreement, for any overtime worked under paragraph 4.1 of this subclause where such time has not been taken within four weeks of accrual. Notwithstanding anything contained elsewhere in this subclause, on notice from the Company, an employee must elect within six months of accrual, whether to take overtime worked under 4.1 above as an overtime payment or as time off work at the ordinary time rate of pay.

5. Make-up time

5.1 An employee may elect, with the consent of the Company, to work "make-up time", under which the employee takes time off ordinary hours, and works those hours at a later time, during the spread of ordinary hours provided in the Agreement, at the ordinary rate of pay.

30. Anti-Discrimination

- (i) It is the intention of the parties bound by this Agreement to seek to achieve the object in section 3 (f) of the Industrial Relations Act 1996 to prevent and eliminate discrimination in the workplace. This includes discrimination on the grounds of race, sex, marital status, disability, homosexuality, transgender identity, age and carer's responsibilities.
- (ii) It follows that in fulfilling their obligations under the dispute resolution procedure prescribed by this Agreement the parties have obligations 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. It will be consistent with the fulfilment of these obligations for the parties to make

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application to vary any provision of the Agreement which, by its terms or operation, has a direct or indirect discriminatory effect.

- (iii) Under the Anti-Discrimination Act 1977, it is unlawful to victimise an employee because the employee has made or may make or has been involved in a complaint of unlawful discrimination or harassment.
- (iv) Nothing in this clause is to be taken to affect:
 - (a) any conduct or act which is specifically exempted from anti-discrimination legislation;
 - (b) offering or providing junior rates of pay to persons under 21 years of age;
 - (c) any act or practice of a body established to propagate religion which is exempted under section 56 (d) of the Anti-Discrimination Act 1977;
 - (d) a party to this Agreement from pursuing matters of unlawful discrimination in any State or Federal jurisdiction.
- (v) 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.

31. Dispute settling procedure

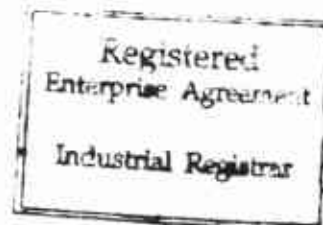
In the first instance any issue in dispute will be discussed and, where possible resolved between the employees and management.

When required, a delegate nominated and approved by the Federated Clerks Union of Australia NSW Branch and an appropriate Company representative will assist in the resolving of the dispute.

Should an issue remain unresolved, the appropriate Union official and Company representative will then become involved. This may involve senior Union officials and a management meeting, as required, to seek to resolve any dispute.

If the matter still cannot be resolved, the matter will be referred to the Industrial Relations Commission of New South Wales.

There is an obligation on the Union to use its best endeavours to ensure that at all times work will continue and that consideration of the needs of the enterprise will remain as a priority.



32. Occupational Health and Safety

The company and employee bound to observe the provisions of this Agreement shall also co-operate positively in respect of obligations pursuant to the Occupational Health and Safety Act.

33. Area incidence and duration

This Agreement is made between Metcash Trading Limited and the Federated Clerks Union of Australia NSW Branch in respect of clerical employees working at the Company's premises at 37 Bessemer Street, Blacktown and 4 Newington Road Silverwater, NSW.

To the extent that this Agreement is inconsistent with any other Agreement or Award, this Agreement shall prevail.

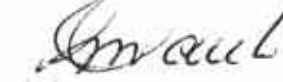
The parties accept that the terms of this Agreement were reached without any duress.

The company and its clerical employees, members of the Union, have agreed to maintain the on-going consultation and co-operation necessary for the company to continue to efficiently meet its administration and business demands.

It shall take effect from the first pay period after ratification and shall remain in force until 6 March 2003.

Signed for and on behalf of
The Federated Clerks Union

of Australia NSW Branch:



Witness



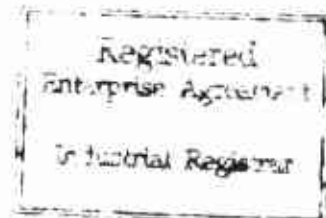
(DEREK MARGERISON)

Signed for and on

behalf of Metcash Trading
Limited:



Witness



PART B- MONETARY RATES

(1) Adults - The minimum rates of wages per week shall be as follows:

Grading	36 Hour Week \$	38 Hour Week \$
Grade 5	498.83	526.53
Grade 4	525.32	554.53
Grade 3	537.99	567.84
Grade 2	548.70	579.20
Grade 1	571.08	602.78

(2) Juniors - The minimum rates of wages per week shall be as follows:

Age	36 Hour Week \$	38 Hour Week \$
Under 17 years of age		247.75
At 17 years of age		298.58
At 18 years of age		354.66
At 19 years of age	375.15	395.97
At 20 years of age		457.79

(3) Weekly wages prescribed by this Agreement shall be increased by 4% from 6 March 2002:

(a) Adults - The minimum rates of wages per week shall be as follows: -

Grading	36 Hour Week \$	38 Hour Week \$
Grade 5	518.78	547.59
Grade 4	546.33	576.71
Grade 3	559.51	590.55
Grade 2	570.65	602.37
Grade 1	593.92	626.89

(b) Juniors - The minimum rates of wages per week shall be as follows:

Age	36 Hour Week \$	38 Hour Week \$
Under 17 years of age		257.66
At 17 years of age		310.52
At 18 years of age		368.85
At 19 years of age	390.16	411.81
At 20 years of age		476.10

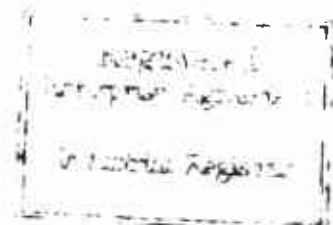


TABLE 2- OTHER RATES AND ALLOWANCES

Item No.	Clause No.	Brief Description	Amount
1	7(iii)(b)	Meal Money (Shift Work)	\$9.50
2	1.1 (iii)(a) (b)	Meal Allowance (Overtime)	\$ 9.50
3	17(iii)	Own Car Allowance: For a vehicle 1,500 cc and under For a vehicle over 1,500 cc	\$78.40 / week \$96.90 / week
4	17(iv)	Own Car Allowance – for use on a casual or incidental basis 53c/km	
5	25	First-aid Allowance	\$7.80 / week

