



Please note - This is a previous WA award summary and does not contain the current rates of pay

WA award summary

Industrial Spraypainting and Sandblasting Award

1 January 2021 – 30 June 2021

About this award summary

This WA award summary is a summary of the state Industrial Spraypainting and Sandblasting Award and does not include all obligations required by the award. It is important that you also refer to the full Industrial Spraypainting and Sandblasting Award that is available on the WA Industrial Relations Commission website <u>www.wairc.wa.gov.au</u>

Provisions of other employment legislation also apply to employees and have been included in this WA award summary where appropriate. You may need to refer to the *Minimum Conditions of Employment Act 1993*, the *Long Service Leave Act 1958*, and the *Industrial Relations Act 1979* for full details.

This document is formatted for viewing on the Wageline website and contains web links to other relevant information. If you are using a printed copy in which links are not visible, all additional information can be found at <u>www.dmirs.wa.gov.au/wageline</u> or by contacting Wageline on 1300 655 266.

The 2020 State Wage Order issued by the WAIRC in June 2020 granted an increase in pay rates under this award effective from the first pay period on or after 1 January 2021.

How can we help?

Pay rates 🔁 Leave entitlements 🛱 Long service leave 🛃 Employment arrangements 🗁 Record keeping obligations



Step 1	This WA award summary applies to businesses in the state industrial relations
Is the business in the state	system. It covers businesses which operate as:
system?	 sole traders (e.g. Jane Smith trading as Jane's Sandblasting and Painting) unincorporated partnerships (e.g. Jane and Bob Smith trading as Jane's Sandblasting and Painting)
	 unincorporated trust arrangements (e.g. Jane and Bob Smith as trustees for the Smith Family Trust trading as Jane's Sandblasting and Painting) incorporated associations and other non-profit bodies that are not trading or financial corporations
	This summary does not cover businesses and organisations in the national system which operate as:
	Pty Ltd businesses that are trading or financial corporations (e.g. Smith Pty Ltd trading as Jane's Sandblasting and Painting)
	incorporated partnerships or incorporated trusts
	incorporated associations and other non-profit bodies that are trading or financial corporations
	For more information visit the Guide to who is in the WA state system page.
	If the business or organisation is in the national system visit the Fair Work
	Ombudsman website www.fairwork.gov.au
010	The Industrial Comparisation and Consellate time Assessed eventions to businesses in the

Step 2The Industrial Spraypainting and Sandblasting Award applies to businesses in the
industrial painting or sandblasting industry in the state industrial relations
system.Sandblasting Award?Sandblasting Award?

Step 3	The Industrial Spraypainting and Sandblasting Award sets pay rates, working
Is the employee's job covered	hours and other employment arrangements for employees working in factories
by the Industrial Spraypainting	and on-site in the relevant industries as:
and Sandblasting Award?	✓ painters
	spraypainters
	sandblasters

shot blasters

Employers covered by this WA award are legally required to keep employment records. Employers can be fined up to \$5,000 for not keeping employment records, for keeping inadequate or fraudulent records, or for not providing records to Industrial Inspectors when required to do so. Page 6 details record keeping requirements.

The Industrial Spraypainting and Sandblasting Award is a legal document that outlines the minimum wages and condition of employment that must be provided to employees who are covered by the award. Employers and employees cannot agree to lesser conditions.

Industrial Inspectors at the Department of Mines, Industry Regulation and Safety have statutory powers to investigate employee complaints about underpayment of wages or leave entitlements under this WA award and state employment laws. The department can prosecute employers in the Industrial Magistrates Court for not paying the rates of pay, including overtime, penalty rates and allowances required by this WA award.

Employees who believe that they have been underpaid, or wish to make an anonymous report of wage theft, should visit the <u>Making a complaint about underpayment of wages or entitlements</u> page for more information.



All rates of pay are gross rates (before tax). The 2020 State Wage Order increased pay rates effective from the first pay period on or after 1 January 2021. The table below provides the rates that apply from the first pay period on or after 1 January 2021.

Adult rates of pay – applicable from the first pay period on or after 1 January 2021 until end of last pay period commenced in June 2021

Role	Weekly	Hourly	Casual (includes 20% loading)
Painter, Spraypainter, Shotblaster, Sandblaster or employee performing two or more of those functions	\$912.60	\$24.02	\$28.82

Junior Employees

Employment of junior employees is prohibited unless the consent of the Union is first obtained in each case. If any junior employee is so employed the employee must not be paid less than the rate of pay of an adult performing similar work.



Allowances

Meal allowance

If an employee is required to work overtime for more than one and a half hours, they must be supplied with a meal by the employer or be paid **\$9.90** for a meal. This allowance is not applicable where an employee has been provided with reasonable board and lodging or receives a distant work allowance and is provided with a suitable meal.

Leading hand allowance

In addition to the appropriate total weekly wage a leading hand must be paid the following, if placed in charge of:

- Not more than one person
- Between 2 and 5 other workers
- Between 6 and 10 other workers
- More than 10 other workers

Location allowance for employees in regional areas

\$13.10 per week / \$0.36 per hour \$29.20 per week / \$0.80 per hour \$37.30 per week / \$1.01 per hour \$49.50 per week / \$1.34 per hour

- Employees employed in certain regional towns must be paid the location allowance relevant to that town. Rates listed below are for adult employees working full time. Junior employees, casual employees, part time employees, apprentices and trainees must be paid proportionate location allowance based on the proportion which their weekly wage is to the adult rate under the WA award.
- If an employee has a dependant (a spouse or partner, or a child if there is no spouse or partner) the employee is entitled to receive double the allowance specified for the relevant town except if the dependant also receives a location or district allowance payment as part of their own employment.
- If an employee has a 'partial dependant' (a dependant who receives a district or location allowance of their own which is less than the location allowance the employee is entitled to under this award) the employee is entitled to receive:
 - o the relevant location allowance for the employee's town; plus
 - an amount equal to the difference between the employee's location allowance and the amount their partial dependant receives in district or location allowance.
- If an employee receives free board and lodging, or is paid an allowance for board and lodging, the rate of location allowance is adjusted to 66.67% (two thirds) of the rate for the relevant town.

Location allowance rates effective 1 July 2020

Town	\$ per week	Town	\$ per week	Town	\$ per week
Agnew	\$22.30	Halls Creek	\$52.40	Norseman	\$19.80
Argyle	\$59.70	Kalbarri	\$8.00	Nullagine	\$57.80
Balladonia	\$23.10	Kalgoorlie	\$9.50	Onslow	\$38.90
Barrow Island	\$38.90	Kambalda	\$9.50	Pannawonica	\$29.10
Boulder	\$9.50	Karratha	\$37.60	Paraburdoo	\$28.90
Broome	\$35.90	Koolan Island	\$39.30	Port Hedland	\$31.10
Bullfinch	\$10.40	Koolyanobbing	\$10.40	Ravensthorpe	\$11.70
Carnarvon	\$18.40	Kununurra	\$59.70	Roebourne	\$43.30
Cockatoo Island	\$39.30	Laverton	\$22.80	Sandstone	\$22.30
Coolgardie	\$9.50	Learmonth	\$32.80	Shark Bay	\$18.40
Cue	\$22.90	Leinster	\$22.30	Southern Cross	\$10.40
Dampier	\$31.30	Leonora	\$22.80	Telfer	\$53.20
Denham	\$18.40	Madura	\$24.10	Teutonic Bore	\$22.30
Derby	\$37.30	Marble Bar	\$57.90	Tom Price	\$28.90
Esperance	\$6.50	Meekatharra	\$19.80	Whim Creek	\$37.20
Eucla	\$25.00	Mount Magnet	\$24.80	Wickham	\$35.90
Exmouth	\$32.80	Mundrabilla	\$24.60	Wiluna	\$22.50
Fitzroy Crossing	\$45.30	Newman	\$21.40	Wyndham	\$55.90

Other allowances

The Industrial Spraypainting and Sandblasting Award contains a range of other allowances which apply to specific working arrangements. Please view the award on the WA Industrial Relations Commission website <u>www.wairc.wa.gov.au</u> for details.



Ordinary working hours, penalty rates and overtime – full time employees

Full time employees are engaged in ongoing employment and work an average of 38 ordinary hours per week.

Ordinary hours of work (other than employees engaged on shift work)

The ordinary hours for full time employees are an average of 38 hours per week worked in a 20 day four-week cycle where the employee works Monday to Friday (inclusive), with 19 days of 8 hours each day, between the hours of 7.00am and 6.00pm, with 0.4 of one hour on each day worked accruing as an entitlement to take the fourth Monday in each cycle as a paid day off.

Overtime

When overtime applies for a full time employee	Overtime rates
For all work done beyond the ordinary working hours of work fixed for the workplace Monday to Friday	Time and a half for the first two hours and double time after that
If an employee works on Saturday prior to 12 noon	Time and a half for the first two hours and double time after that
If an employee works on Saturday after 12 noon	Double time
If an employee works on Sunday	Double time
If an employee works on a public holiday (or substituted day) or on Easter Saturday	Double time and a half

Shift work

Specific hours and overtime provisions apply for employees working continuous shift work. See the full award for more information. The Industrial Spraypainting and Sandblasting Award is available on the WA Industrial Relations Commission website <u>www.wairc.wa.gov.au</u>



Ordinary hours of work

The ordinary hours for casual employees are:

- an average of 38 hours per week;
- not more than 8 hours on any day;
- a minimum payment of 3 hours per engagement; or
- worked for a period of less than 5 days (exclusive of overtime).

Overtime	\sim
When overtime applies for a casual employee	Overtime rates
All work done beyond the ordinary working hours for that workplace Monday to Friday	Time and a half for the first two hours and double time after that
If an employee works on Saturday prior to 12 noon	Time and a half for the first two hours and double time after that
If the employee works on Saturday after 12 noon	Double time
If the employee works on Sunday	Double time
If an employee works on a public holiday (or substituted day) or on Easter Saturday	Double time and a half
Meal breaks	N

- Employees are entitled to take a meal break of no less than 30 minutes between 12 noon and 1.00pm, unless a different agreement is reached.
- A paid rest period of 10 minutes must be allowed each morning between 9.00am and 11.00am.
- Where an employee is required to work overtime of at least 2 hours after the usual ceasing time for the day, they are entitled to a paid rest period of 20 minutes immediately after the usual ceasing time. Such an employee is also entitled to a further paid rest period of 30 minutes after each 4 hours of continuous work undertaken.



Employment of children

- Under the *Children and Community Services Act 2004*, it is illegal to employ children under the age of 15 in this industry, except if the child is working as part of a school program (e.g. work experience placement) or in a family business.
- School aged children must not be employed during school hours, unless participating in a school program.
- Visit the When children can work in Western Australia page for more information.

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Deductions from pay
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An employer may **only** make a deduction from an employee's pay if:

- the employee has agreed to the deduction in writing, (as part of a written employment contract or otherwise) and the deduction is on behalf of the employee;
- the employer is authorised by the WA award to make the deduction and the deduction is on behalf of the employee; or
- the employer is required by a court or a State or federal law to make the deduction (e.g. tax that must be withheld from the employee's pay).



Employment records

- Employers are legally required to keep employment records which demonstrate that employees have been paid all entitlements under the Industrial Spraypainting and Sandblasting Award and relevant legislation.
- Employers must keep all employment records for at least seven years after they are made for both current and past employees. Records relating to long service leave must be kept for seven years from the date employment ends.
- Employers can be fined up to \$5,000 by the Industrial Magistrates Court for not keeping employment records or for keeping inadequate or fraudulent records. Employers often fail to keep sufficient detail in their employment records.
- Employers must keep records that detail:
 - Employee's name
 - Date of birth if under 21 years of age
 - o Date employee commenced with the employer
 - Total number of hours worked each week
 - The gross and net amounts paid to the employee
 - o All information required to calculate long service leave entitlements and payment
 - o All pay deductions and reasons for them
 - Name of WA award that applies
 - o Daily start and finish time and meal breaks taken
 - Employment status (full time, part time, casual)
 - o Employee's classification under the award
 - All leave taken, whether paid, partly paid or unpaid
 - Any other information necessary to prove that the wages received by an employee comply with the requirements of the Industrial Spraypainting and Sandblasting Award, such as overtime hours worked and allowances paid. Contact <u>Wageline</u> or view the full Industrial Spraypainting and Sandblasting Award on the WA Industrial Relations Commission website <u>www.warc.wa.gov.au</u> for details.
- Employment records can be written or electronic as long as they are in a form that can be printed. Time and wage books can be used to keep employment records, however, it is the employer's responsibility to ensure the time and wage book includes all of the required information.
- The records must be in English.
- Wageline's <u>Employment record obligations for WA award employers</u> publication helps state system employers keep correct employment records. The publication features helpful step by step guides to record keeping and Wageline's new look <u>record keeping templates</u>.

Payslips

- An employer must provide a payslips to their employees for each pay period, at the time payment is made.
- The payslip must contain the following details:
 - o date of payment
 - o period covered by the payment
 - the amount of wages paid for work at ordinary rates
 - the gross amount of wages and allowances paid
 - the amount of each deduction made and the nature of it
 - the net amount of wages and allowances paid.

In addition, the following details must also be included in the pay slip (as appropriate):

- o the number of hours paid at overtime rates and the amount paid
- o the amount of allowances or special rates paid
- o annual leave payments
- payment due on termination, including payment for annual leave, rostered day off accumulation, and (if applicable) public holidays
- o the employer and employee's superannuation number
- the employee's long service leave registration number (for employees who are registered with MyLeave).
- Wageline's Employment record obligations for WA award employers publication includes a payslip template.



- Employees (other than casual employees) are entitled to public holidays (or days substituted for public holidays) without deduction of pay. If a public holiday falls on a Saturday or Sunday, the following Monday will be considered to be the public holiday. If Boxing Day falls on a Sunday or Monday, the following Tuesday will be considered to be the public holiday.
- When a public holiday is substituted with another day, the public holiday itself is no longer considered a public holiday for the purposes of the WA award.
- If an employee works on a public holiday or substituted public holiday, they must receive at least 4 hours' pay, even if they work fewer hours. In addition, hours worked on a public holiday or substituted holiday must be paid at the rate of double time and a half.
- Visit the <u>Public Holidays in Western Australia</u> page to view the public holiday dates.



Leave entitlements

	Quick reference guide	C	
Leave entitlement	Full time	Part time	Casual
Annual leave	\checkmark		×
Sick and carers leave	\checkmark		×
Unpaid carers leave			✓
Bereavement leave		↓ ↓	\checkmark
Unpaid Parental leave		\checkmark	\checkmark
Long Service leave		\checkmark	\checkmark

This WA award summary covers the basic leave entitlements for employees covered by the Industrial Spraypainting and Sandblasting Award but does **not** include all details on leave obligations and entitlements. Full details of conditions are contained in the Industrial Spraypainting and Sandblasting Award on the WA Industrial Relations Commission website <u>www.wairc.wa.gov.au</u>, the *Minimum Conditions of Employment Act 1993* and the *Long Service Leave Act 1958* (or the *Construction Industry Portable Paid Long Service Leave Act 1985* where applicable).

Annual leave

- Full time employees are entitled to a minimum of four weeks of paid annual leave for each year of completed service, up to 152 hours. Casual employees are not entitled to annual leave.
- Annual leave is a minimum entitlement in the *Minimum Conditions of Employment Act 1993* and the Industrial Spraypainting and Sandblasting Award sets out additional requirements regarding annual leave and annual leave loading.
- During a period of annual leave an employee must be paid annual leave loading of 17.5%, calculated on the rates, loadings and allowances set out in Clause 8 of the award (including the leading hand rates if applicable).
- On termination, annual leave loading of 17.5% is paid out on fully accrued annual leave entitlements for completed years of employment. Annual leave loading of 17.5% is also paid out on proportionate leave (leave accrued in an incomplete year of employment) on lawful termination of employment.
- Annual leave accrues on a weekly basis:
 - A full time employee accrues 2.923 hours of annual leave for each completed week of work.
 - A part time employee accrues the relevant proportion of 2.923 hours annual leave for each completed week of work.
 - Visit Wageline's <u>Annual leave calculation guide</u> to work out annual leave entitlements.
- Wageline's <u>Employment record obligations for WA award employers</u> publication includes a leave record template.

Sick and carer's leave

- Sick and carer's leave entitles an employee to paid time off work due to either illness or injury to themselves (sick leave), or because they have to care for an ill or injured family or household member (carer's leave). Casual employees are not entitled to paid sick leave or paid carer's leave.
- Full time employees are entitled to paid sick and carer's leave equal to the number of hours they would ordinarily work in a two week period, up to 80 hours per year. Sick and carer's leave is a cumulative entitlement, and any leave not taken in one year can be carried over to the next year.
- Sick and carer's leave is granted to employees as follows:
 - In the employee's first year of employment an employee is credited with one day of sick / carer's leave at the beginning of each of the first 10 calendar months.
 - In the second and subsequent years of employment an employee is credited with a further 80 hours of sick / carer's leave on the anniversary of their engagement.
- In the first year of employment, a full time employee can use any paid sick and carer's leave that they have accrued to date for caring purposes.
- In the second and subsequent years of employment, a full time employee can only use a maximum of two weeks of their accrued sick leave entitlement for caring purposes.
- Employees, including casuals, are entitled to unpaid carer's leave of up to two days for each occasion on which a member of the employee's family or household requires care or support because of an illness or injury or an unexpected emergency affecting the member.
- Sick and carer's leave is a minimum entitlement from the *Minimum Conditions of Employment Act 1993*.
- Wageline's <u>Employment record obligations for WA award employers</u> publication includes a leave record template.

Bereavement leave

- All employees, including casual employees, are entitled to two days paid bereavement leave on the death of a spouse, de facto partner, parent, step-parent, grandparent, child, step-child, grandchild, sibling or any other member of the employee's household. The two days need not be consecutive.
- Bereavement leave is a minimum entitlement from the *Minimum Conditions of Employment Act 1993*.

Parental leave

Employees, including eligible casual employees, are entitled to the unpaid parental leave entitlements in the National Employment Standards of the *Fair Work Act 2009*, as well as a number of more beneficial conditions contained in the *Minimum Conditions of Employment Act 1993* (a return to work after parental leave on a modified basis and a reversion to pre-parental leave working conditions). Visit the <u>Parental leave</u> page for more details.

Long service leave

- This WA award summary provides information based on the provisions of the *Long Service Leave Act 1958*. Employees who work on site in the construction industry may instead be covered by the *Construction Industry Portable Paid Long Service Leave Act 1985*. Visit <u>www.myleave.wa.gov.au</u> for more information.
- Long service leave is a paid leave entitlement for employees who have continuous employment with 'one and the same employer' for a specified period. Full time, part time and casual employees are entitled to long service leave under the *Long Service Leave Act 1958*.
- To be entitled to long service leave an employee's employment with their employer must be continuous. The amount of their long service leave is determined by the employee's period of continuous employment.
- There are a range of paid and unpaid absences or interruptions to an employee's employment that count towards the employee's period of employment for the purposes of accruing long service leave. Some other types of absences do not break an employee's continuous employment, but do not count towards an employee's period of employment for the purposes of accruing long service leave. See the <u>Long service leave – What is</u> <u>continuous employment</u> page for more information.
- 'The one and the same employer' also includes employers who previously owned a business, where there has been a transmission of business. This means an employer who buys or otherwise acquires a business or part of a business will take on the long service leave obligations for existing employees if there has been a transmission of business. This applies regardless of anything written in a sale of business contract.

The long service	leave entitlement for full time, part time and casual employees is:
	years of continuous employment with the one and the same employer – $8^{2/3}$ (8.667) weeks on ordinary pay; and
	y 5 years of continuous employment with the one and the same employer after the initial $5 - 4^{1/3}$ (4.333) weeks of leave on ordinary pay.
When employm	
Employee with between 7 and 10 years of continuous employment	 When an employee with at least 7 but less than 10 years of continuous employment resigns or is terminated, they are entitled to pro rata long service leave on the basis of 8^{2/3} (8.667) weeks for 10 years of continuous employment. This entitlement: is calculated on the employee's entire period of employment; that is, years, months weeks and days; applies to employees who resign, are made redundant, die or whose employer has terminated them for any reason other than serious misconduct; and does not apply to an employee whose employer has terminated them for serious misconduct.
Employee with	Full entitlement – 10 years or more of continuous employment
10 or more years of continuous employment	 An employee who resigns or whose employment is terminated for any reason is entitled to: 8^{2/3} (8.667) weeks of leave if they have completed 10 years of continuous employment; and an additional 4^{1/3} (4.333) weeks of leave for each subsequent 5 years after the initia 10 years of continuous employment. Pro-rata entitlement – more than 10 years of continuous employment When an employee with more than 10 years but less than 15 years of continuous
	 employment resigns or is terminated they are entitled to pro rata leave. This entitlement: is calculated on the basis of 8^{2/3} weeks for 10 years of continuous employment for each year of employment since they completed 10 years of continuous employment is calculated on completed years of employment only; that is, it does not include months, weeks or days; and does not apply to an employee whose employer has terminated them for serious misconduct. This pro rata entitlement (calculated on the basis of 8^{2/3} weeks for 10 years of continuous
	employment) will also apply to each year of employment since an employee completed 15, 20, 25, 30, 35 years etc. of employment.

- What counts as continuous employment, including details on the impact of various types of paid and unpaid absences or interruptions on continuous employment.
 - What happens when business ownership changes.
- The <u>WA long service leave calculator</u> can provide an estimate of an employee's long service leave entitlement when employment ends as a result of resignation, dismissal, death or redundancy. The WA long service leave calculator is available at <u>www.dmirs.wa.gov.au/lslcalculator</u>.



Resignation by the employee

Full time, part time and casual employees are required to provide one day's notice of termination.

Termination

• An employer is required to give casual employees one days' notice of termination.

• Except in cases of serious misconduct, an employer is required to give full time and part time employees the following period of notice of termination (or payment in lieu):

Period of continuous service	Notice period
Not more than 1 year	1 week
More than 1 year but not more than 3 years*	2 weeks
More than 3 years but not more than 5 years*	3 weeks
More than 5 years*	4 weeks

*Employees over 45 years of age with two or more years of continuous service must receive an additional week's notice.

Payment for public holidays on termination

- If a public holiday falls within ten consecutive days after an employee is terminated by an employer except for reasons of misconduct or incompetency, the employee is entitled to be paid a day's ordinary pay for that public holiday.
- Where two or more public holidays occur within a seven day span, they are regarded as a group of public holidays. If the first of the group falls within ten consecutive days after termination, the whole group of holidays is deemed to fall within the ten consecutive days, and the employee is entitled to ordinary wages for each public holiday. Christmas Day, Boxing Day and New Year's Day are also regarded as a group.

Dismissal requirements

- Under state laws, employees cannot be dismissed if to do so would be harsh, unfair or oppressive. There must be a valid and fair reason for dismissal, such as:
 - consistent unsatisfactory work performance (which has been raised with the employee and the employee given further training and an opportunity to improve their work performance);
 - inappropriate behaviour or actions; or
 - o serious misconduct.
- The <u>Dismissal information</u> page outlines obligations and requirements when an employee is terminated.

Redundancy

- Employers covered by this award must pay severance pay when an employee is made redundant.
- Businesses with less than 15 employees <u>are not excluded</u> from making severance payments under this award.
- Different redundancy provisions apply for employees who are employed in a factory setting and employees who are employed 'on site'.

Factory based employees

- An employee is redundant when their employer has made a definite decision that they no longer wish the job the employee has been doing to be done by anyone.
- When an employee has been made redundant they are entitled to receive:
 - the appropriate notice period or pay in lieu of notice, as outlined in the termination section above;
 - paid leave for job interviews;
 - any unpaid wages;
 - any unused accrued and pro rata annual leave;
 - any unused accrued long service leave;
 - pro rata long service leave (if applicable); and

severance pay (if applicable) as outlined below.

• Visit the <u>Redundancy – General information</u> page for information on redundancy obligations

Employer employing less than 15 employees - severance pay – factory based employees

Period of continuous service	Number of weeks severance pay
Less than 1 year	Nil *
1 year and less than 2 years	4 weeks
2 years and less than 3 years	6 weeks
3 years and less than 4 years	7 weeks
4 years or more	8 weeks

Employer employing 15 or more employees - severance pay – factory based employees

Period of continuous service	Number of weeks severance pay	
Less than 1 year	Nil*	
1 year and less than 2 years	4 weeks	
2 years and less than 3 years	6 weeks	
3 years and less than 4 years	7 weeks	
4 years and less than 5 years	8 weeks	
5 years and less than 6 years	10 weeks	
6 years and less than 7 years	11 weeks	
7 years and less than 8 years	13 weeks	
8 years and less than 9 years	14 weeks	
9 years and less than 10 years	16 weeks	
10 years and over	12 weeks	

*Unless employed for less than 1 year on a job specific basis. In those circumstances, the employee is entitled to 1.75 hours per week of service.

On site employees

Part A: Severance pay – on site employees

• If an onsite employee is terminated by the employer for any reason other than misconduct or refusal of duty, the following award severance payments must be paid to the employee (unless the employer employs 15 or more employees and the conditions in Part B below are relevant):

Number of weeks severance pay
2.4 weeks plus, for all service in excess of 1 year, 1.75 hours pay
per completed week of service up to a maximum of 4.8 weeks
4.8 weeks plus, for all service in excess of 2 years, 1.6 hours pay
per completed week of service up to a maximum of 7 weeks
7 weeks plus, for all service in excess of 3 years, 0.73 hours pay
per completed week of service up to a maximum of 8 weeks
8 weeks pay

- Any period of service as a casual does not count as continuous service for the purposes of severance.
- An employee's period of continuous service includes any service with that business under a previous employer where there has been a transmission of the business.
- Redundancy pay is calculated based on the applicable number of weeks' severance multiplied by ordinary time earnings. Ordinary time earnings excludes overtime, penalty rates, and allowances.
- If the employee resigns during the notice period, they are entitled to the same severance pay they would receive if they had worked until the end of the notice period. However, in this circumstance the employee is not entitled to payment in lieu of notice.
- Visit the <u>Redundancy payments</u> page for more information on redundancy payments.

Part B: Severance pay – on site employees - employers who employ 15 or more employees

- Employers covered by the Industrial Spraypainting and Sandblasting Award who employ 15 or more employees must pay the award severance pay in Part A (detailed above) <u>or</u> the severance pay outlined below, based on whichever provides **the greater entitlement to the on site employee.**
- The severance payments outlined below are only applicable if the **employer has made the employee redundant** because the employer has made a definite decision that the employer no longer wishes the job the employee has been doing done by anyone. If an employee is terminated by the employer for other reasons, the severance payments below are not applicable. However, the award severance payments detailed in Part A above *may* still be applicable (refer to the information in Part A).
- The severance payments outlined below do not apply to probationary employees, apprentices and trainees, casual and contract employees or employees terminated due to serious misconduct or for other reasons not related to redundancy. However, the award severance payments detailed in Part A above *may* still be applicable (refer to the information above).

Employer employing 15 or more employees - severance pay – on site employees

Period of continuous service*	Number of weeks severance pay
Less than 1 year	Nil
1 year and less than 2 years	4 weeks
2 years and less than 3 years	6 weeks
3 years and less than 4 years	7 weeks
4 years and less than 5 years	8 weeks
5 years and less than 6 years	10 weeks
6 years and less than 7 years	11 weeks
7 years and less than 8 years	13 weeks
8 years and less than 9 years	14 weeks
9 years and less than 10 years	16 weeks
10 years and over	12 weeks

*An employee's period of continuous service includes any service with that business under a previous employer where there has been a transmission of the business.

- Redundancy pay is calculated based on the applicable number of weeks' severance multiplied by ordinary time earnings. Ordinary time earnings excludes overtime, penalty rates, and allowances.
- If the employee resigns during the notice period, they are entitled to the same severance pay they would receive if they had worked until the end of the notice period. However, in this circumstance the employee is not entitled to payment in lieu of notice.
- Visit the <u>Redundancy payments</u> page for more information on redundancy payments.

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Disclaimer

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