

From: Secretary (DPaC)
Sent: Tuesday, 13 November 2018 3:03 PM
To: Ferrall, Tony (Treasury); Bullard, Tim (DoE); Whittington, John (DPIPWE); Pervan, Michael (Health); Evans, Kim (StateGrowth); Morgan-Wicks, Kathrine (DoJ); Hine, Darren (DPEM); Commissioner Of Police (DPEM); Webster, Ginna M (Communities); Dodd, Jenny (TasTAFE); Whitehead, Rod (TAO); Bingham, Richard (IC); Massina, Mary (MacPoint); Stephen.large@portarthur.org.au; mscanlo1@bigpond.net.au; Fitzgerald, John (Tourism)
Cc: [REDACTED] (Treasury); [REDACTED] (Treasury); [REDACTED] (DoE); Office of the Secretary (DoE); [REDACTED] (DPIPWE); [REDACTED] (Health); Secretary (DPaC); [REDACTED] (StateGrowth); [REDACTED] (DoJ); Secretary (DoJ); [REDACTED] (POLICE); [REDACTED] (Communities); [REDACTED] (TasTAFE); [REDACTED]; [REDACTED] (IC); [REDACTED] (TAO); [REDACTED]; Macquarie Point Development Corporation (MacPoint); [REDACTED] (Communities); [REDACTED] (DPaC); [REDACTED] (DPaC)
Subject: Advice to Heads of Agencies regarding stop work action
Follow Up Flag: Follow up
Flag Status: Completed

As you are aware a consistent message was circulated by all Heads of Agencies to their employees prior to the union stop work meeting on 24 October 2018.

An extract from this message notified employees that "...all managers are required to record the times of departure for staff who participate in stop work actions, and this information may be used to determine whether, or not, pay deductions will occur..."

It has been decided, for the unauthorised stop work action on 24 October 2018 only, that salary will not be deducted for those employees who participated.

For any future unauthorised stop work action salary will be deducted for the duration that an employee absents themselves from the workplace or withdraws their labour. Heads of Agencies will be responsible for ensuring systems are in place for recording those that attend future unauthorised stop work meetings and/or who withdraw their labour.

The period of the absence will need to be recorded from when the employee was absent until returning to duty or the normal close of business or the finish of their normal hours of duty (or shift), whichever is the earlier. Managers are to be notified of their responsibilities and directed to accurately record the information required.

No form of leave, including the use of flexitime or time off in lieu, is to be approved to attend unauthorised stop work meetings. All employees, who are absent for the period of the unauthorised stop work meeting, will be presumed to have undertaken industrial action unless evidence is provided to the contrary. Due to the potential disruption to government services caused by stop work meetings, approval for employees to be absent for other reasons will have to be considered on a case by case basis.

I have prepared the following advice for Heads of Agencies to distribute to their employees regarding any future stop work action.

SUGGESTED ADVICE FROM HEADS OF AGENCIES TO THEIR EMPLOYEES REGARDING STOP WORK ACTION:

In relation to the union stop work action on 24 October 2018 you were advised that the Head of the State Service had notified me that this stop work action was an unauthorised stop work meeting and/or unauthorised withdrawal of labour by the employee.

In addition, advice was provided that managers were required to record the times of departure for employees who participated in the unauthorised stop work action, and this information may be used to determine whether or not pay deductions would occur for the period of time that the employee was absent from the workplace without authority. It has been decided that for the occurrence on 24 October 2018 only, pay will not be deducted for those employees who participated in the unauthorised stop work action.

However, for any future unauthorised union stop work action of this nature, pay will be deducted for the period employees absents themselves to attend such action and/ or who withdraw their labour. Managers will be responsible for accurately recording the information required.

I would advise you that during the period of any future unauthorised stop work action any applications for leave of absence, including the use of flexitime or time off in lieu, will not be approved for the purposes of employ participating in the stop work action.

Best wishes

Jenny Gale
Secretary
Department of Premier and Cabinet

T: 03 [REDACTED] | E: secretary@dpac.tas.gov.au



From: Johnston, Mat (Health)
Sent: Friday, November 02, 2018 10:52 AM
To: Ogle, Frank (DPaC); Fitton, Jane (DPaC)
Cc: Searle, Michelle (Health); [REDACTED] (Health); [REDACTED] (DPaC)
Subject: RE: loss of pay

Importance: High

Sorry to hassle but can one of you please urgently confirm or otherwise as per below? Our payroll runs today and the timesheets are a significant proportion of the work.

Mat Johnston
Principal Advisor - Industrial Relations
Department of Health and Human Services

From: Johnston, Mat (Health)
Sent: Thursday, 1 November 2018 11:13 AM
To: Ogle, Frank (DPaC); [REDACTED] (DPaC)
Cc: Searle, Michelle (Health); [REDACTED] (Health)
Subject: RE: loss of pay

Hi there,

Just following up regarding your verbal confirmation that we should process the forms and pay as if the employee was on duty.

An added complexity has arisen in that there will be people who took time off for other reasons (most likely to pick kids up from a school that was closed early), not to attend the action. We will be unable to differentiate between the two in some cases.

Others have taken annual leave or been approved flex/TOIL or whatever. In these cases do we assume the absence was to attend and pay normal rate rather than debiting any entitlement?

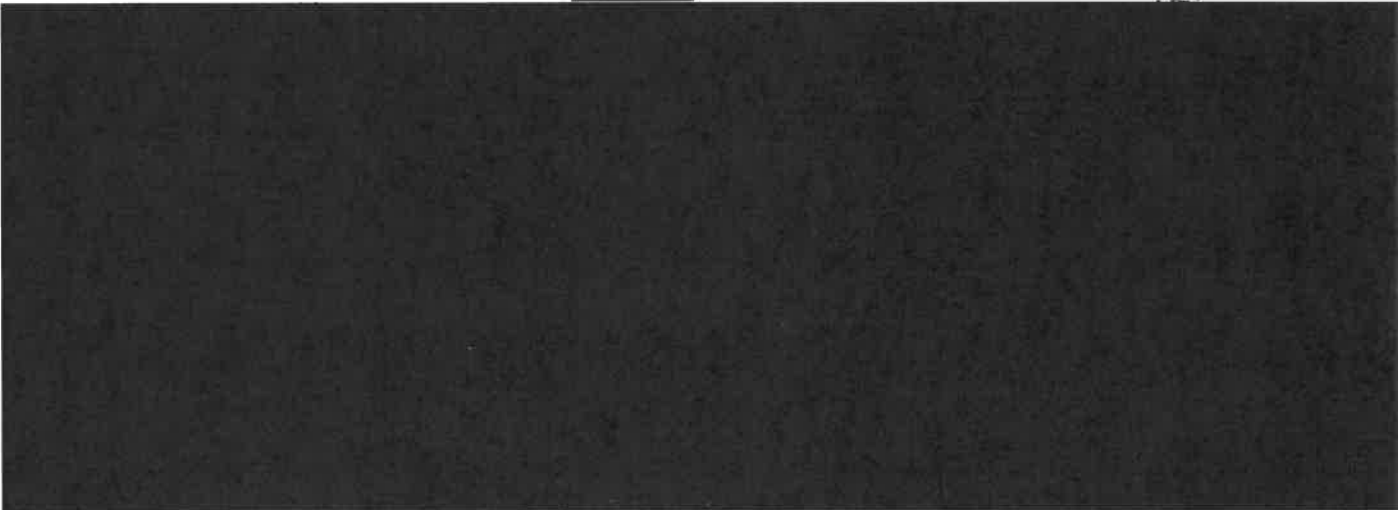
Can you please confirm you are content for us to pay in all the circumstances?

Thanks,
Mat.

Mat Johnston
Principal Advisor - Industrial Relations
Department of Health and Human Services



From: Ogle, Frank (DPaC)
Sent: Wednesday, 31 October 2018 2:53 PM
To: Johnston, Mat (Health); Fitton, Jane (DPaC); [REDACTED] (DPaC); Pervan, Michael (Health)



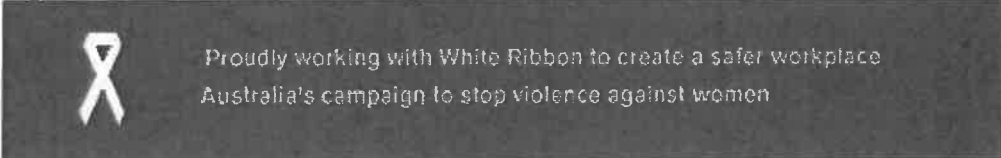
In the meantime in relation to the question involving timesheets that indicate attendance at stop work meeting, these should not be actioned at this stage if they relate to absence to attend the stop work meeting

Frank Ogle | Director, State Service Management Office

State Service Management Office | Department of Premier and Cabinet
Level 9, 144 Macquarie Street, Hobart, Tasmania 7000
p: (03) [REDACTED] | w: www.dpac.tas.gov.au/divisions/ssmo



Organisational membership of ANZSOG, AHRI and IPAA

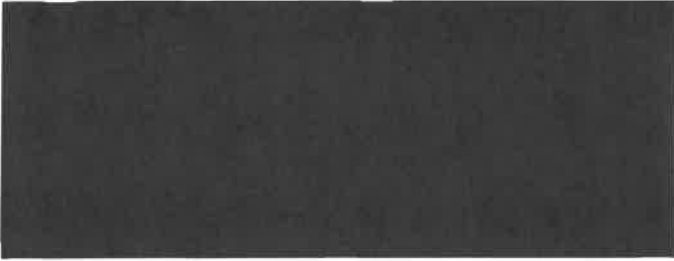


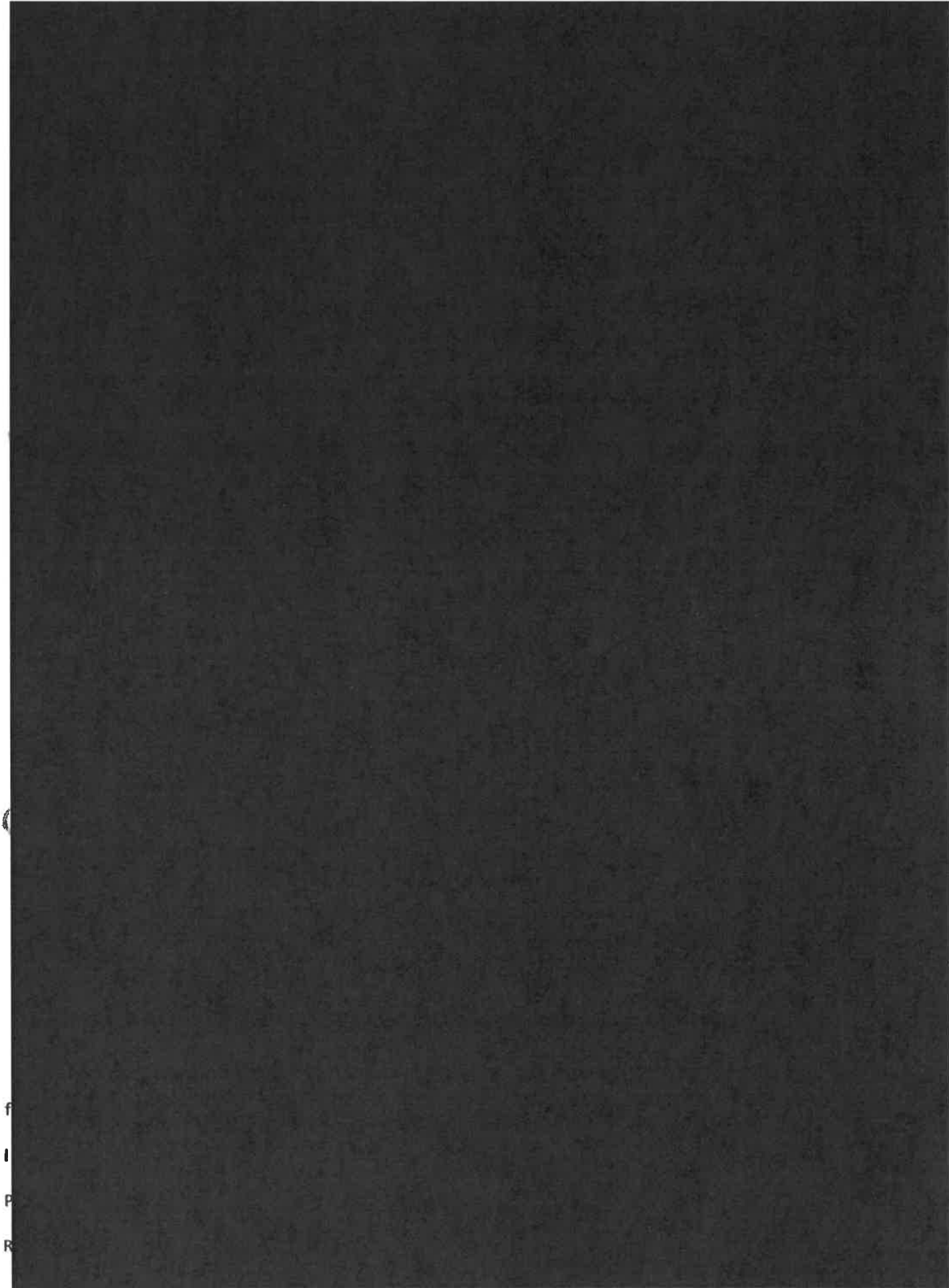
From: Johnston, Mat (Health)
Sent: Wednesday, 31 October 2018 2:38 PM
To: Ogle, Frank (DPaC) [REDACTED] Fitton, Jane (DPaC) [REDACTED]
Cc: Searle, Michelle (Health) [REDACTED]
Subject: loss of pay

Good afternoon,
Could you please advise how we are to treat timesheets relating to last Wednesday's industrial action when they have noted the time as LWOP or stop work etc?
Are we to not pay for that time or go against the timesheet and pay them anyway?
Thanks,
Mat.

Mat Johnston
Principal Advisor - Industrial Relations
Department of Health and Human Services







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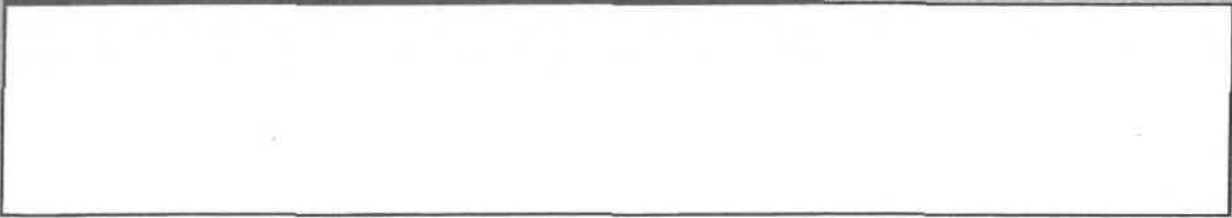


From: [redacted] (Communities) [redacted]
Sent: Monday, 8 April 2019 5:55 PM
To: Fitton, Jane (DPaC) [redacted] (DPaC) [redacted]
Cc: [redacted] (Communities) [redacted]
Subject: FW: "Pay Docking" - hang on a minute!

As per my previous email.
Kind regards
[redacted]

From: Lucas Digney [<mailto:assist@hacsutas.net.au>]
Sent: Monday, 8 April 2019 2:52 PM
Subject: "Pay Docking" - hang on a minute!

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RE: The "docking your pay" email

Everyone in THS and Communities Tasmania got a generic email saying your pay's being docked, regardless of whether you've stopped work or not and regardless of any arrangements

you might have had with your manager. No discussions, no arrangements with individuals, nothing.

Don't respond to generic emails and if your pay is short, please contact us to let us know.

We've asked THS and Communities to sit down with us and justify how they can go about putting the acid on everyone when it's clear they don't have all the facts.

We are hopeful that cool heads will prevail.

On a brighter note, it is refreshing to know that when they choose to do so they can follow through on commitments they make. It's a shame it's not the important ones though.

This is just another grubby tactic from the government to try and get you to lie down and take a rubbish deal – but we know you're too smart for that.

Click here to download a copy of the bulletin to display in your workplace.

Maintain your rage,

**Lucas Digney
Senior Organiser**

p 1300 88 00 32 f 03 6228 0258

e assist@hacsutas.net.au w www.hacsutas.asn.au

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Health and
Community Services
Union
(Tasmania)

PO Box 635
North Hobart
TAS 7002

[REDACTED]

From: Fitton, Jane (DPaC)
Sent: Tuesday, April 09, 2019 10:24 AM
To: Searle, Michelle (Health)
Cc: Johnston, Mat (Health); Mills, Louise (DPaC); [REDACTED] (DPaC)
Subject: FW: "Pay Docking" - hang on a minute!

Hi Michelle

As discussed here is a copy of an email I sent to DCT re the HACSU Bulletin. I understand the process followed by DOH is not what is stated in the Bulletin by HACSU.

Regards

Jane

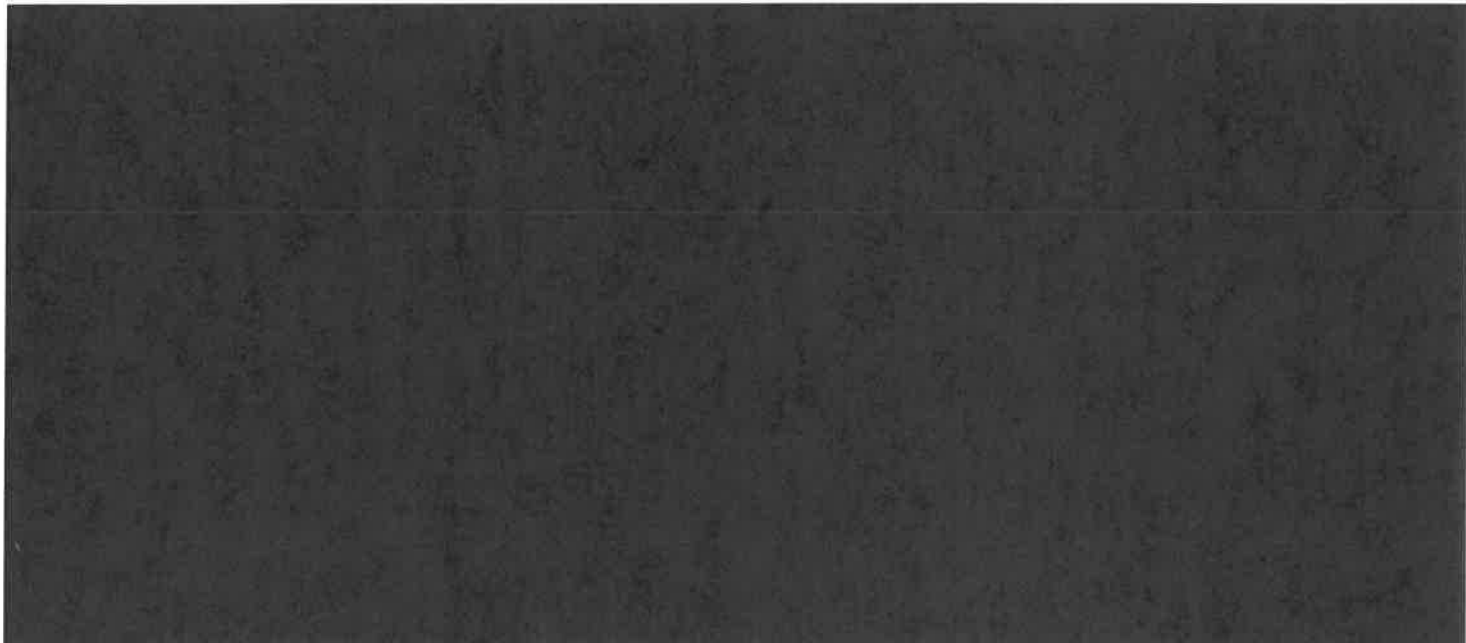
Jane Fitton | Deputy Director, Workplace Relations, WorkHealth & Safety and Well-Being

State Service Management Office | Department of Premier and Cabinet
Level 9, 144 Macquarie Street, Hobart, Tasmania 7000

p: [REDACTED]
email: [REDACTED]
w: www.dpac.tas.gov.au/divisions/ssmo



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From: Gourlay, Paul M (DoE)
Sent: Thursday, January 24, 2019 10:51 AM
To: Ogle, Frank (DPaC)
Cc: Fitton, Jane (DPaC)
Subject: FW: Teacher stop work meetings planned for first day of school term - AEU
Tasmanian Branch

Importance: High

G'day Frank and Jane

No doubt you'd be aware of this planned stop work on Monday 4 February in schools.

I emailing you to advise that we intend to follow the same processes as we did late last year, ie communicate to employees and Principals to advise that staff will not be paid for any attendance at stop work rallies, no access to [redacted] for participation in stop work etc.

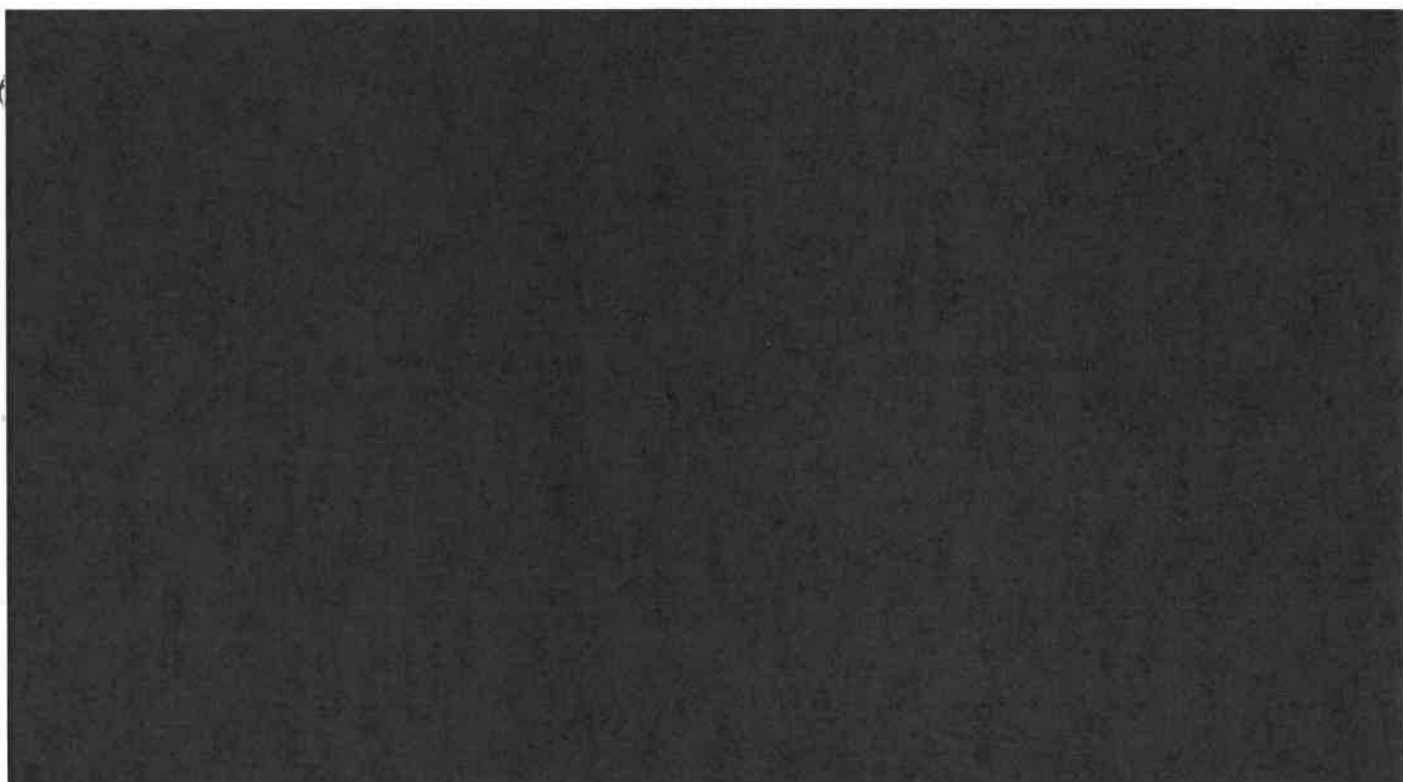
A major difference this time is that children wont be at school, so no issues with duty of care, busses and so on.

I also realise that some things will be announced next week so we may get the opportunity to meet with the AEU before Friday, but irrespective we need to be prepared and have advice out before the end of next week.

Can you please confirm that government is ok with us following the same or similar approach to the stop work meeting of 2018?

Let me know if you'd like to discuss.

Cheers
PG



[REDACTED]

From: Gourlay, Paul M (DoE)
Sent: Friday, February 01, 2019 4:56 PM
To: Fitton, Jane (DPaC)
Subject: FW: message from the Acting Secretary - Trudy Pearce re AEU stop work meeting Monday
Attachments: image001.png

FYI as discussed.

Cheers
PG

From: [REDACTED] (DoE) [REDACTED]
Sent: Friday, 1 February 2019 4:01 PM
To: Gourlay, Paul M (DoE) [REDACTED]
Subject: Fwd: message from the Acting Secretary - Trudy Pearce re AEU stop work meeting Monday

Sent from my iPhone

Begin forwarded message:

From: "Office of the Secretary (DoE)" <OfficeoftheSecretary@education.tas.gov.au>
Date: 1 February 2019 at 3:57:24 pm AEDT
Subject: message from the Acting Secretary - Trudy Pearce re AEU stop work meeting Monday

Dear Colleagues



If, however, staff participate in a stop work meeting during normal school hours they will not be paid for the time of such attendance. Each school and college will be required to provide return advice detailing who was in attendance and continued to remain on duty.



Best wishes

Trudy Pearce | Acting Secretary

Office of the Secretary | Department of Education

Salamanca Building, Parliament Square

Level 8, 4 Salamanca Place | GPO Box 169, Hobart, TAS 7001

(03) 

www.education.tas.gov.au

	
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From: Gourlay, Paul M (DoE)
Sent: Wednesday, March 27, 2019 3:28 PM
To: Fitton, Jane (DPaC); [REDACTED] (DPaC)
Cc: Mills, Louise (DPaC); [REDACTED] (DoE)
Subject: Draft Message to all staff from the Secretary - industrial action
Attachments: Industrial Action 2-3 April 2019 - communication to all employees.docx

Importance: High

Hi Jane and [REDACTED]

Please find attached a draft message from Tim for all employees in DoE in relation to next week's planned industrial action.

We would like to get this out to employees today so it would be appreciated if you could let us know whether what outlined, particularly regarding leave, is ok etc.

Please let either [REDACTED] or I know if you have any queries.

Cheers
PG

Paul Gourlay | Director, Human Resources
Corporate and Business Services | Department of Education
Letitia House
Olinda Grove, Mt Nelson, Hobart, TAS 7007 | GPO Box 169, Hobart 7001
☎ (03) [REDACTED]
[REDACTED]
www.education.tas.gov.au

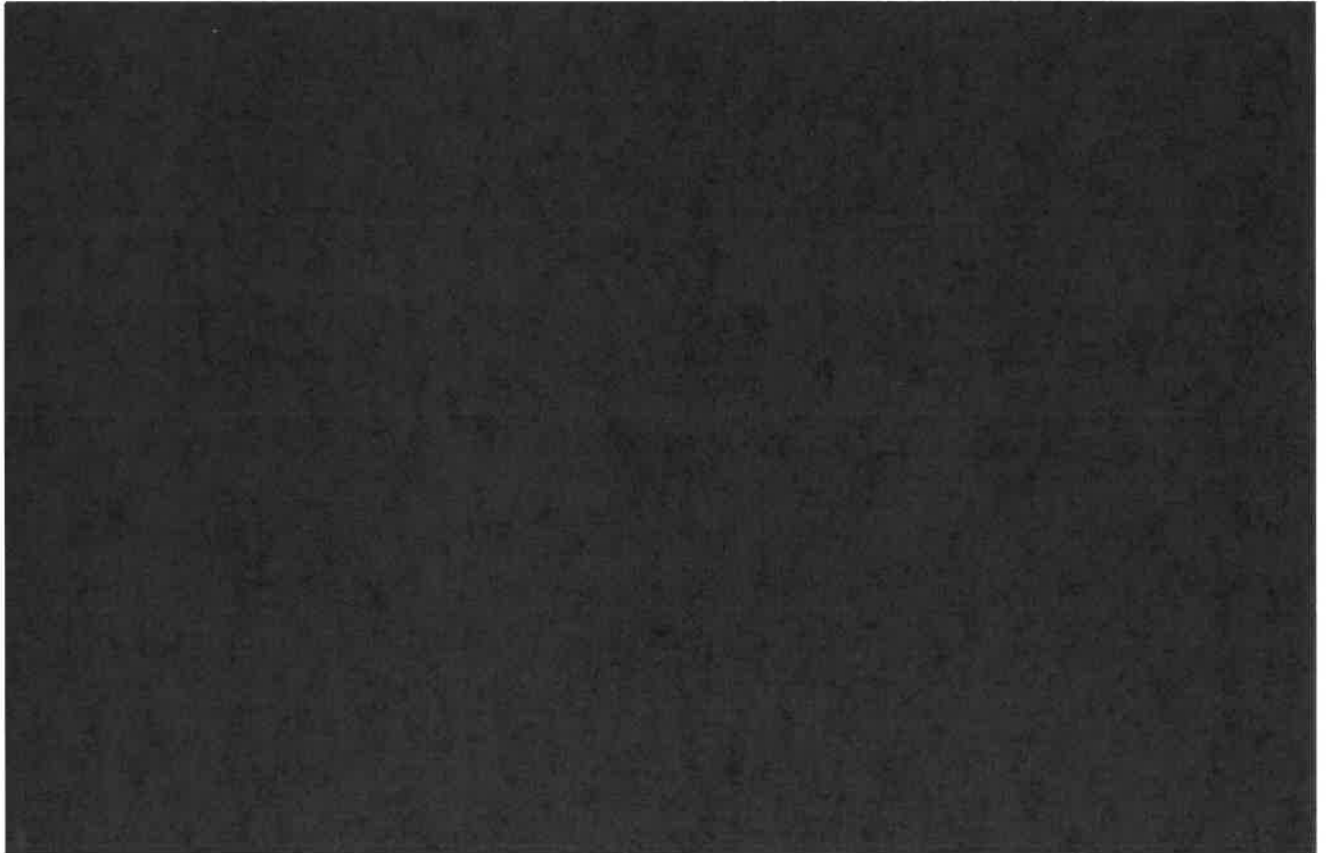
DEPARTMENT OF EDUCATION



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Message to all staff from the Secretary - industrial action

Dear Colleagues



Pay deductions for staff participating in stop work action and leave

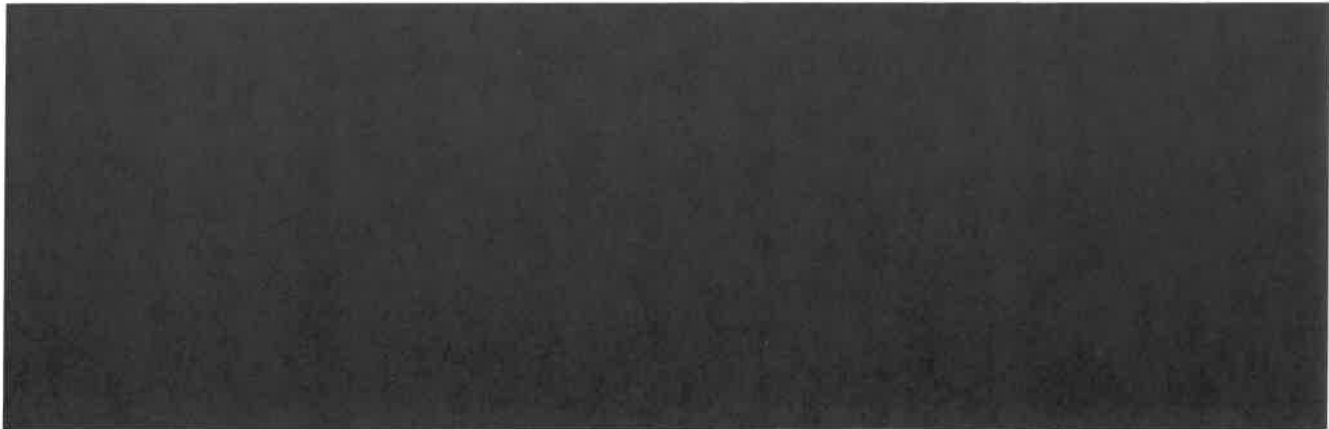
All Department workplaces, including schools, will be open for employees to attend for duty as normal notwithstanding that some schools may be closed for students or other Department sites closed to the general community during the stop work meetings.

Employees participating in the stop work action will not be paid for the time of absence from the workplace.

Employees are entitled to apply for leave or seek flex time or time off in lieu (where available) and any application will be considered taking into account the operational requirements of the work area and an employee's individual circumstances that may be applicable to industrial action.

Employees who are unable to make alternative arrangements to provide care or support for their child or children due to the closure of schools may apply for personal (carer's) leave. Such leave is limited to providing care or support for a member of an employee's immediate family or household who is ill or injured; or due to an unexpected emergency. Whether there is an unexpected emergency, which requires care or support, is the matter which will be considered if an application for carer's leave is submitted. Appropriate supporting documentation will be required with any such application.





Kind regards

Tim

From: Mills, Louise (DPaC)
Sent: Friday, March 29, 2019 4:41 PM
To: Webster, Ginna M (Communities); Bullard, Tim (DoE); Pervan, Michael (Health); Morgan-Wicks, Kathrine (DoJ); Commissioner Of Police (DPEM); Gale, Jenny (DPaC); Whittington, John (DPIPWE); Evans, Kim (StateGrowth); Ferrall, Tony (Treasury); Whitehead, Rod (TAO); Bingham, Richard (IC); Massina, Mary (MacPoint); Stephen Large (Stephen.Large@portarthur.org.au); Dodd, Jenny (TasTAFE); David Benbow (dbenbow@publictrustee.tas.gov.au); Fitzgerald, John (Tourism)
Cc: [REDACTED] (Communities); [REDACTED] (Communities); Gourlay, Paul M (DoE); [REDACTED] (DoE); Johnston, Mat (Health); Searle, Michelle (Health); [REDACTED] (DoJ); [REDACTED] (DoJ); [REDACTED] (DPEM); [REDACTED] (DPFEM); [REDACTED] (DPaC); [REDACTED] (DPaC); [REDACTED] (DPIPWE); [REDACTED] (DPIPWE); [REDACTED] (StateGrowth); [REDACTED] (Treasury); [REDACTED] (TAO); [REDACTED] (IC); [REDACTED] (TasTAFE); [REDACTED] (TasTAFE); [REDACTED] Fitton, Jane (DPaC); [REDACTED] (DPaC)
subject: Advice to agencies - Stop Work - 2-3 April

Dear All

Union Stop Work meetings are scheduled for 2 and 3 April 2019 which also involves a number of school closures. Further to previous emails from Jenny, the following advice is provided about action to be taken for employees who attend stop work meetings, and to provide information about salary and leave in relation to any absence from duty on the days industrial action occurs.

Union Stop Work Meetings

As these meetings have been clearly notified as 'stop work' meetings, any participation by employees in these stop work meetings is unauthorised and not sanctioned by the employer and will result in the loss of pay for the period of the unauthorised absence. Therefore any employees who advise you they intend to stop work or absent themselves to attend a stop work meeting are not entitled to be paid for the period of the absence. Agencies are to have in place mechanisms to record and confirm employees who participate in the stop work, prior to processing their pay deduction.

Where possible it is suggested that Managers in agencies utilise the time before the scheduled meeting to ascertain which employees are attending the stop work meeting. Where applications for leave, flexi time etc. have already been made and approved caution should be taken in revoking any applications however business contingencies and operational reasons may be considered where necessary.

In addition, managers should be reminded of their responsibilities and if deemed appropriate, directed/required to accurately record the times of departure for employees who participate in the unauthorised stop work action. This information will be used to determine which employees participated in the stop work action and therefore for whom pay should be deducted.

Where a Direction is issued, Managers are to be reminded that failure to follow a lawful and reasonable direction may result in further action by the Head of the Agency.





Below is suggested communication to employees however Agencies should tailor to their specific Agency context.

Agencies are also asked to send to [REDACTED] [@dpac.tas.gov.au](mailto:[REDACTED]@dpac.tas.gov.au)) a summary of the impact of industrial action on their operations.

Please contact me or Jané Fitton if you wish to discuss or have further queries.

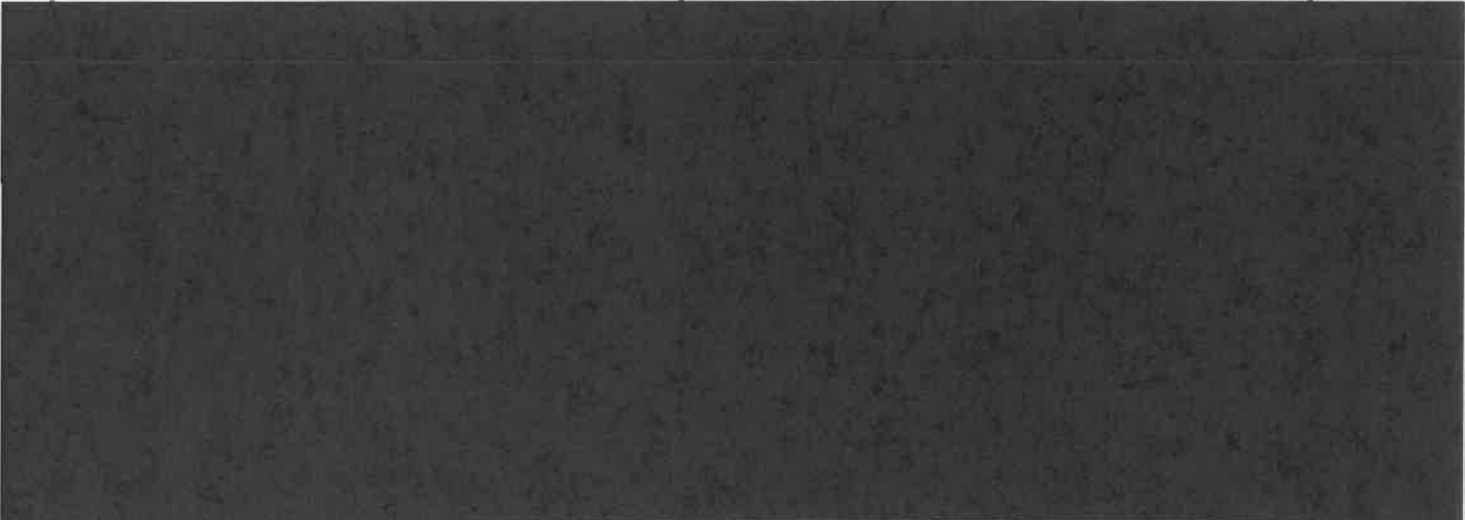
Louise

SUGGESTED ADVICE FROM HEADS OF AGENCIES TO THEIR EMPLOYEES REGARDING STOP WORK ACTION:

Further to my previous advice in relation to attending stop work meetings, I wanted to confirm the arrangements for the upcoming Union Stop Work Meetings scheduled to occur across the State on 2 and 3 April 2019. The following information is provided to enable you to make an informed decision about whether you choose to participate in stop work action. JOS

Attendance at these stop work meetings, including time spent travelling to and from the meeting is not authorised and you will not be paid for this time. I will also be requiring Managers record the names and period of absence for those that choose to participate. This information will be used to process the pay deductions.

I have requested Managers to speak with their teams directly to ascertain those employees who intend to participate. This will enable alternative arrangements to be made to minimise any disruption to the service we provide to the Tasmanian community and to ensure safe workplaces for you and your colleagues.



From: Fitton, Jane (DPaC)
Sent: Wednesday, December 12, 2018 4:20 PM
To: [REDACTED] (DPaC); [REDACTED] (DPaC)
Cc: [REDACTED] (DPaC); [REDACTED] (DPaC)
Subject: FW: Tell us if your pay is docked
Attachments: FW: Tell us if your pay is docked

Follow Up Flag: Follow up
Flag Status: Flagged

FYI

Jane Fitton | Deputy Director, Workplace Relations, WorkHealth & Safety and Well-Being

State Service Management Office | Department of Premier and Cabinet
 Level 9, 144 Macquarie Street, Hobart, Tasmania 7000

(03) [REDACTED]
 email: [REDACTED]
 w: www.dpac.tas.gov.au/divisions/ssmo



From: [REDACTED] (DoE) [REDACTED]
Sent: Wednesday, 12 December 2018 3:10 PM
To: Ogle, Frank (DPaC) [REDACTED]; Fitton, Jane (DPaC) [REDACTED]
Cc: [REDACTED] (DoE) [REDACTED]; Gourlay, Paul M (DoE)
Subject: Tell us if your pay is docked

Frank/Jane

We met this morning to discuss a number of matters relating to the stop work action and pay deductions.

We have received over 300 of the attached email which is on the back of AEU advice to members.

Below is the suggested response to all of these emails with the same wording. We intend to send this as bulk response.

[REDACTED] asked me to see this to you for any feedback before we send out, thanks.

Thank you for your email under the above heading.

If the deduction from your pay was under the heading of "stop work" the deduction has been made because you participated in stop work action on either 27 or 28 November 2018.

All DoE staff were informed by the Secretary on 23 November 2018 that pay deductions would occur for staff participating in the stop work action.

If the above is not correct and you attended for duty at the normal time on the day of the stop work action you need to raise your query with HRSsystems@education.tas.gov.au as per the advice that was sent to all DoE staff by email yesterday.

If your Principal verifies your attendance for duty at the normal time on the day of the stop work action an adjustment to your pay will be made on the same day that the verification is received.

[REDACTED] | Director Industrial Relations
Department of Education
(03) [REDACTED]
[REDACTED]@education.tas.gov.au



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[REDACTED]

From: [REDACTED] (DoE)
Sent: Tuesday, December 11, 2018 10:22 AM
To: [REDACTED] (DoE)
Subject: FW: Tell us if your pay docked

Hi [REDACTED]

Below email includes link from AEU telling all AEU members to email WR.

Cheers

[REDACTED]
Industrial Relations, Human Resources | Department of Education (Tasmania)
Letitia House, Olinda Grove, Mount Nelson, TAS 7007 | GPO Box 169, Hobart, TAS 7001

www.education.tas.gov.au

DEPARTMENT OF EDUCATION



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From: [REDACTED]@education.tas.gov.au>
Sent: Tuesday, 11 December 2018 10:10 AM
To: HR Workplace.Relations (DoE) <Workplace.Relations@education.tas.gov.au>
Subject: FW: Tell us if your pay docked

To whom it may concern,

I note that on 11th December the amount of \$105.75 was deducted from my salary.

I have not authorized this deduction.

In accordance with the Teaching Service (Public Sector) Award I require you to deposit into my nominated bank account the sum of \$105.75 within 2 working days.

Your sincerely,

[REDACTED]
[REDACTED] Department of Education
[REDACTED]

From: Roz Madsen - State Manager <support@aeutas.org.au>
Sent: Tuesday, 11 December 2018 8:49 AM
To: [REDACTED] <[\[REDACTED\]@education.tas.gov.au](mailto:[REDACTED]@education.tas.gov.au)>
Subject: Tell us if your pay docked

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Australian Education Union Tasmanian Branch

web: aeutas.org.au | email: support@aeutas.org.au

Dear [REDACTED]

The Education Minister, Jeremy Rockliff, is pressing ahead with docking pay from those who attended the Stop Work Actions on 27th and 28th of November 2018.

Please check your pay summary now and if you have had your pay docked, please then complete this online form.

The online form also contains a template letter which we suggest that you copy and paste into your own email, complete the missing information and then send it to DOE Workplace relations.

Once we receive your online form, we will be back in touch if there are matters we need to follow-up with you.

In Union,



Roz Madsen
State Manager
AEU Tasmanian Branch

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 Website

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32 Patrick Street Hobart, TAS 7000. | Phone: (03) 6234 9500 or 1800 001 313 (free outside Hobart)
Email: support@aeutas.org.au | Web: www.aeutas.org.au

Our mailing address is:

AEU Tasmania
32 Patrick Street
HOBART, TAS 7000.
Australia

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[Redacted]

From: Ogle, Frank (DPaC)
Sent: Monday, November 19, 2018 11:40 AM
To: Johnston, Mat (Health); Searle, Michelle (Health); [Redacted] (Health); [Redacted] (THS); Pervan, Michael (Health)
Cc: Chief People and Culture Officer (THS); Office of the Secretary Mailbox (Health); Fitton, Jane (DPaC); [Redacted] (DPaC)
Subject: Saved to CM: RE: Further advice regarding stop work action

Employees who absent themselves for the purpose of attending this (or any) unauthorised "stop-work" meeting will have their salary deducted for the period of absence. This will involve relevant manager recording employees working and those absenting themselves. Where this period involves a normally rostered lunch break or meal break this is considered to be the employees own time and pay is not deducted. Flexitime is not available on the basis this is an unauthorised absence.

 **Frank Ogle | Director, State Service Management Office**

State Service Management Office | Department of Premier and Cabinet
 Level 9, 144 Macquarie Street, Hobart, Tasmania 7000
 p: (03) 6232 7042 | w: www.dpac.tas.gov.au/divisions/ssmo

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Organisational membership of ANZSOG, AHRI and IPAA



Proudly working with White Ribbon to create a safer workplace
 Australia's campaign to stop violence against women

[Large redacted area]

[REDACTED]

From: [REDACTED] (THS)
Sent: Monday, 19 November 2018 10:33 AM
To: [REDACTED] (THS); [REDACTED]@ths.tas.gov.au; [REDACTED] (THS)
Subject: FW: Further advice regarding stop work action
Importance: High

Hi both,

Does this include the proposed stop work at 12 to 1230 today at the Devonport Community MH Clinic?

Regards,

[REDACTED]
[REDACTED]
Clinical Executive Director Statewide Mental Health Services
Mental Health Services | Level 2 | Launceston General Hospital | Launceston TAS 7250
Mobile: [REDACTED]
P [REDACTED]@ths.tas.gov.au

TASMANIAN
HEALTH
SERVICE



From: [REDACTED] (Health)
Sent: Monday, 19 November 2018 10:12 AM
To: Office of the Secretary Mailbox (Health) <ots.mailbox@health.tas.gov.au>
Subject: Further advice regarding stop work action

Dear all

Further to an email I sent recently in which the Head of the State Service had notified me that the stop work action on 24 October was an unauthorised stop work meeting, and/or unauthorised withdrawal of labour by employees

who attended, the Head of the State Service has now advised that for that date only, there will be no pay deductions for those staff who took part.

The Head of State Service has also advised that pay deductions will occur for any future unauthorised stop work action when staff are absent from duty and/or withdraw their labour and that managers will be responsible for accurately recording this information.

I have also been advised that during any future unauthorised stop work action, any applications for leave of absence, including the use of flex-time or time-in-lieu, will not be approved for the purposes of staff participating in the stop work action.

I will provide further information as soon as it becomes available.

Michael Pervan

Secretary

From: Ogle, Frank (DPaC)
Sent: Friday, December 07, 2018 4:30 PM
To: Adams, Donna (DPFEM); Adams, Scott D (TasTAFE); Anderson, Renee (DPaC); Baker, Kathy M (Communities); Beaumont, Jane (Treasury); Bek, Maria (DPaC); Daniels, Rachael (IC); De Santi, Ric (TAO); Wilson, Deidre (DPIPWE); Evans, Nick (DoJ); Fitton, Jane (DPaC); Giles-Clark, Justin (DPaC); Hills, Amy (Tourism); Large, stephen; McCavanagh, Suzanne (THS); McCulloch, Nigel (DPaC); Mills, Louise (DPaC); Ogle, Frank (DPaC); Gourlay, Paul M (DoE); Reynolds, Michael I (Health); Russell, Amanda (StateGrowth); Watson, Craig A (THS); Williams, Rob (DoE); Steele, Yvette (StateGrowth)
Cc: Fitton, Jane (DPaC); Baker, Tim (DPaC); [REDACTED] (DPaC); [REDACTED] (DPaC); [REDACTED] (DPIPWE)
Subject: Stop work

Dear All

As you are all aware the CPSU, UFU, UV and AWU are holding Stop Work meetings across the State next week. The CPSU have notified members that at the Stop Work meetings members will be voting on a counter offer to put to Government. HACSU are holding separate Stop Work meetings outside hospitals on the same days across the State.

A number of questions have been raised as to how to manage attendance at the Stop Work meetings next week. As a general rule Stop Work meetings are not sanctioned or authorised by the employer or agency. Attendance at these meetings during work time are a withdrawal of labour and the time spent travelling to and attending the stop work meeting would therefore not be paid.

If employees attend this Stop Work meeting in what would otherwise be their lunchbreak this is not work time. The taking of lunchbreaks should be discussed between individual employees and their managers as per usual arrangements and be subject to operational requirements.

This email provides the parameters within which would your Agency can manage this issue. However, it is recognized that different employment groups exist (shift workers, dayworkers, employees with flexitime and employees with red hours) and agencies may require their message & decisions to be tailored to the different circumstances.

If you wish to discuss this further please contact Jane Fitton or [REDACTED]

CPSU, UFU, UV and AWU – STOP WORK MEETINGS

Burnie	Monday	10 December	12.30pm	Europa Café
Launceston	Tuesday	11 December	12.30pm	Civic Square Launceston
Hobart	Wednesday	12 December	12.30pm	Parliament Lawns

HACSU – STOP WORK MEETINGS

Burnie	Monday	10 December	12.30pm	NWRH
Latrobe	Monday	10 December	2.30pm,	MCH
Launceston	Tuesday	11 December	12.30pm	LGH
Hobart	Wednesday	12December	12.30pm	RHH

Regards

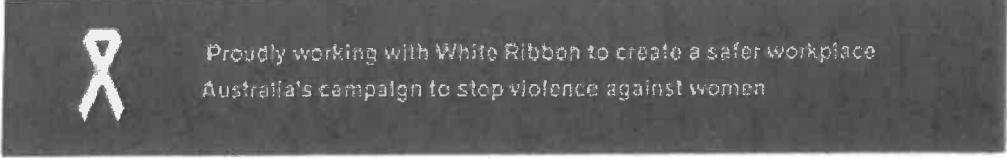
Frank Ogle

Frank Ogle | Director, State Service Management Office

State Service Management Office | Department of Premier and Cabinet
Level 9, 144 Macquarie Street, Hobart, Tasmania 7000
p: (03) [REDACTED] | w: www.dpac.tas.gov.au/divisions/ssmo



Organisational membership of ANZSOG, AHRI and IPAA



Ross, Lucy (DPaC)

From: Ogle, Frank (DPaC)
Sent: Monday, December 17, 2018 9:20 AM
To: Johnston, Mat (Health)
Cc: Fitton, Jane (DPaC); [REDACTED] (DPaC)
Subject: RE: Stop Work Meeting

Matt

Now that you have asked for a formal response: The fundamental issue is that attendance at stop work meeting is unauthorised and pay is deducted. Leave and flexitime is not to be approved. Therefore, if employees "put down an hour of annual leave for attendance at the stop-work actions" this is not to be approved. As I understand these employees were advised at the time that leave would not be approved (it is discretionary)

Frank Ogle | Director, State Service Management Office

State Service Management Office | Department of Premier and Cabinet
 Level 9, 144 Macquarie Street, Hobart, Tasmania 7000
 (03) [REDACTED] | w: www.dpac.tas.gov.au/divisions/ssmo



Organisational membership of ANZSOG, AHRI and IPAA



Proudly working with White Ribbon to create a safer workplace
 Australia's campaign to stop violence against women

From: Johnston, Mat (Health) [REDACTED]@health.tas.gov.au>
Sent: Monday, 17 December 2018 8:49 AM
To: Ogle, Frank (DPaC) <Frank.Ogle@dpac.tas.gov.au>
Cc: Fitton, Jane (DPaC) [REDACTED]
Subject: FW: Stop Work Meeting

Good morning,

Left a phone message Friday afternoon seeking guidance on payroll's treatment of people who have put down an hour of annual leave for attendance at the stop-work actions.

Can you confirm that:

1. We decline the annual leave and dock pay, or
2. We grant annual leave and debit their balance.

Thanks,

Mat.

Mat Johnston

Principal Advisor - Industrial Relations

Department of Health and Human Services

From: "Searle, Michelle (Health)" [REDACTED]
Date: 10 January 2019 at 2:47:13 pm AEDT
To: "Ogle, Frank (DPaC)" [REDACTED]
Cc: [REDACTED] (Health)" [REDACTED], "Fitton, Jane (DPaC)" [REDACTED]
Subject: FW: Nurse stop work meetings - briefing notes

Hi Frank

As discussed, we have provided the below advice for onforwarding to the Ministers Office. As part of collating this information it appears that there are a number of people that have attended stop work meetings prior to Christmas that we have not docked pay for. Can you please consider whether we are able to proceed to dock the pay for these or whether it should be treated as an overpayment.

Cheers
 Michelle

From: Searle, Michelle (Health)
Sent: Thursday, 10 January 2019 2:44 PM
To: [REDACTED] (Health) [REDACTED]
Cc: [REDACTED] (Health) [REDACTED] (THS)
 [REDACTED] (Health) [REDACTED]@health.tas.gov.au>
Subject: Nurse:stop work meetings - briefing notes

Hi [REDACTED]

The indicative numbers of employees engaged in action are as follows, as recorded by THS managers:

- 10 January 2019 – RHH –8am to 9am
 - Waiting on numbers
- 10 January 2019 – LGH –8am to 9am
 - LGH – 5 Employees
 - **Total** – 5 employees
- The comments we have received from THS indicate that the effect of the action is able to be managed and impact has been minimal. For example, in LGH the action has been described as

being taken in a cooperative manner, with theatre lists being able to be adjusted to accommodate for the action.

- For the action at RHH today, as the Hospital is at Level 4, surgical activity has already been decreased and the impact of the action has therefore not been significant.
- Until this point, docking of pay has occurred for individuals where we have been able to verify their attendance at stop work meetings, based on timesheets provided. Advice is currently being sought from SSMO as to how to treat those that have attended the meetings and have not had pays docked as yet.
- The process going forward for ensuring pay is docked for individuals attending stop work meetings will involve THS managers recording names of those individuals who attend stop work meetings, as is already occurring. This list of names will be provided to payroll for cross-referring with timesheets provided and ensuring that relevant pay is docked for those who attended. This will be processed in the same pay period as the stop work action occurred.

Many thanks to [REDACTED] for pulling this together

Cheers

Michelle

From: Bullard, Tim (DoE)
Sent: Tuesday, 26 March 2019 2:32 PM
To: Gale, Jenny (DPaC)
Subject: 2019-03-26 02.43.09Z Rockliff must rule out standing down teachers.pdf
Attachments: 2019-03-26 02.43.09Z Rockliff must rule out standing down teachers.pdf

For info

I have advised my MO that only the Premier (or you as his delegate) can stand down,

T

Tim Bullard | Secretary
Office of the Secretary | Department of Education
Salamanca Building, Parliament Square
Level 8, 4 Salamanca Place | GPO Box 169, Hobart, TAS 7001
(03) [REDACTED]
www.education.tas.gov.au

DEPARTMENT OF EDUCATION



ASPIRATION • GROWTH • COURAGE • RESPECT

From: Labor Media <labor.media@parliament.tas.gov.au>
To: *Undisclosed recipient*
Subject: Rockliff must rule out standing down teachers
Date: 26 March 2019 at 1:43:09 pm AEDT

Josh Willie MLC
Shadow Minister for Education and Early
Years

26 March 2019

Rockliff must rule out standing down teachers

- **Will Rockliff stand down teachers?**
- **Government misses another deadline to get a fair pay offer for teachers**
- **Deputy Premier must distance himself from Ferguson's bully-boy tactics**

After Michael Ferguson last week threatened to stand down nurses at the Mersey Hospital, Shadow Minister for Education Josh Willie today called on Jeremy Rockliff to rule out standing down teachers.

"The Government has today missed another deadline to get a fair pay offer to Tasmanian teachers," Mr Willie said.

"Tasmanian teachers work hard, with countless hours of overtime dedicated to getting students the best possible start in life. The last thing they need is the Government with a nasty habit of threatening stand downs.

"Michael Ferguson also last week took the extraordinary step of docking nurses pay. Jeremy Rockliff must immediately rule out using these aggressive tactics in Tasmanian schools.

"Tasmanian teachers deserve a pay rise. They don't deserve to be attacked and undervalued, on top of being faced with a real wage cut.

"Will the Deputy Premier distance himself from Michael Ferguson's bully-boy tactics, or will he fall in line like the Premier did in Parliament last week?"

More information: Melissa Lewarn 0427 354 058

[REDACTED]

From: Bullard, Tim (DoE)
Sent: Thursday, 22 November 2018 5:09 PM
To: Gale, Jenny (DPaC)
Cc: Ogle, Frank (DPaC)
Subject: FW: Memo from the Secretary - Directions to Principals regarding Stop Work Action 27 and 28 Nov 2018
Attachments: Example document.xlsx

Hi Jen

For info -- we have just sent this out to Principals.

Thanks to Frank for his assistance with drafting it.

Tim

From: Office of the Secretary (DoE)
Sent: Thursday, 22 November 2018 5:06 PM

[REDACTED]

Subject: Memo from the Secretary - Directions to Principals regarding Stop Work Action 27 and 28 Nov 2018

[REDACTED]

Dear Colleagues

[REDACTED]

Directions to Principals

I am aware that the AEU has given Principals who are AEU members a directive not to provide information regarding which staff attend the stop work meetings and I have been contacted by a number of Principals seeking guidance on this matter.

It may also be the case that you are directed not to attend work during the period of the stop work meeting.

Although I am extremely reluctant to give directions to Principals, whose judgement as professionals I value greatly, the AEU advice provides me with no choice other than to clarify my expectations of you as Principals.

Student safety is my utmost priority in managing the school closures. Although we have broadly communicated that schools will be closing, we know that some students may still turn up for school. You are therefore directed to be present at your school at the normal time unless you have formally applied to transfer your duty of care.

Any application to transfer your duty of care should be made to Learning Services and include the name of the person who has been delegated the duty of care responsibility in your absence and the contingencies put in place for general student supervision.

Further, you are directed to accurately record the names of staff who are present at school at the normal time and who remain on duty on the day of the stop work action and forward this information to Human Resources as per the arrangements detailed below.

Recording staff absences

It has been decided that the information required in relation to staff absences on the day of the stop work action will be a return for your school which details who was in attendance at the normal time and continued to remain on duty. The return will inform those staff who will be paid.

The return will also need to provide details on any leave that has been requested or approved and is not related to the stop work action. A pro forma will be sent to each school and college for completion regarding staff attendance, together with instructions for completion, and an example only of the pro forma is attached.

Pay deductions will occur for all staff who are not included on the return for your school as having been present at school at the normal time and remained on duty. Staff who have pre booked and approved leave not related to the stop work action or staff who are undertaking duties at an alternate site, e.g. TASC markers, will not have a pay deduction, but this should be noted on the pro-forma.

Expectation of union members

I have communicated generally calling for all staff to maintain respect for each other, whether participating in industrial action or not, and advising staff not to wear clothing with union slogans or to wear badges or stickers with union slogans.

I have also advised staff that government resources should not be used as part of industrial action, including email and attaching union slogans to email signature blocks. I am aware that there are some staff acting contrary to this advice and understand the complexities for you as Principals to manage the behaviour, whilst maintaining good working relationships within your school.

It has therefore been agreed that Learning Services will manage unacceptable behaviour, in consultation with you. I therefore request that you advise Learning Services in the first instance, of any behaviour that is contrary to the directions. Primary contacts are Jamie Synnott (South) and Ben Neate (North). The matter will then be considered for referral to Human Resources for further action or if the matter should be dealt with at the school level with Learning Services support.

I will be reiterating this advice and providing a direction to staff under separate cover tomorrow.

Applications for time off to look after children because of school closures

You may receive requests from staff for leave to attend the stop work action or to be absent to look after children who are not sick.

Any applications for leave, including the use of flex time or time off in lieu will not be approved for the purposes of employees participating in the stop work action.

Regarding requests for leave to look after children, this type of absence does not qualify for carers leave.

For non-teaching staff who have paid time credits in the form of flex time or TOIL this can be approved at your discretion, otherwise this absence will be without pay and should be noted on the pro-forma return for your school. For teaching staff this absence will be without pay.

Buses

Confirmation has been received on the bus arrangements. We have been working closely with the Department of State Growth who has now confirmed that bus contractors (excluding Metro) are able, where possible to make adjustments to timetables to cater for the late opening of schools. State Growth has now contacted all bus contractors outlining this advice.

Bus contractors are not contractually obligated to adjust their timetables for industrial action and schools are requested to liaise directly with contractors to determine if changes are possible and notify parents of these arrangements.

School crossing guards and traffic signs

We are working with the Department of State Growth to have the 40 km/h flashing lights adjusted to reflect later school opening times and arrangements are being processed for school crossing guards to be in place to perform their duties at the later school opening times. In instances where this cannot be achieved, schools will be advised.

Opening times

A reminder that the Minister has approved that all schools will be open at 10:30 am to receive students and it is expected that all classes will resume by 11:00 am.

Appreciate that the AEU action is causing concern for many of you. Supports will continue to be provided through Learning Services and the Department. I urge you to raise any issue of concern with Learning Services Operations Directors in the first instance, to inform additional supports that may be able to be provided.

Kind regards,

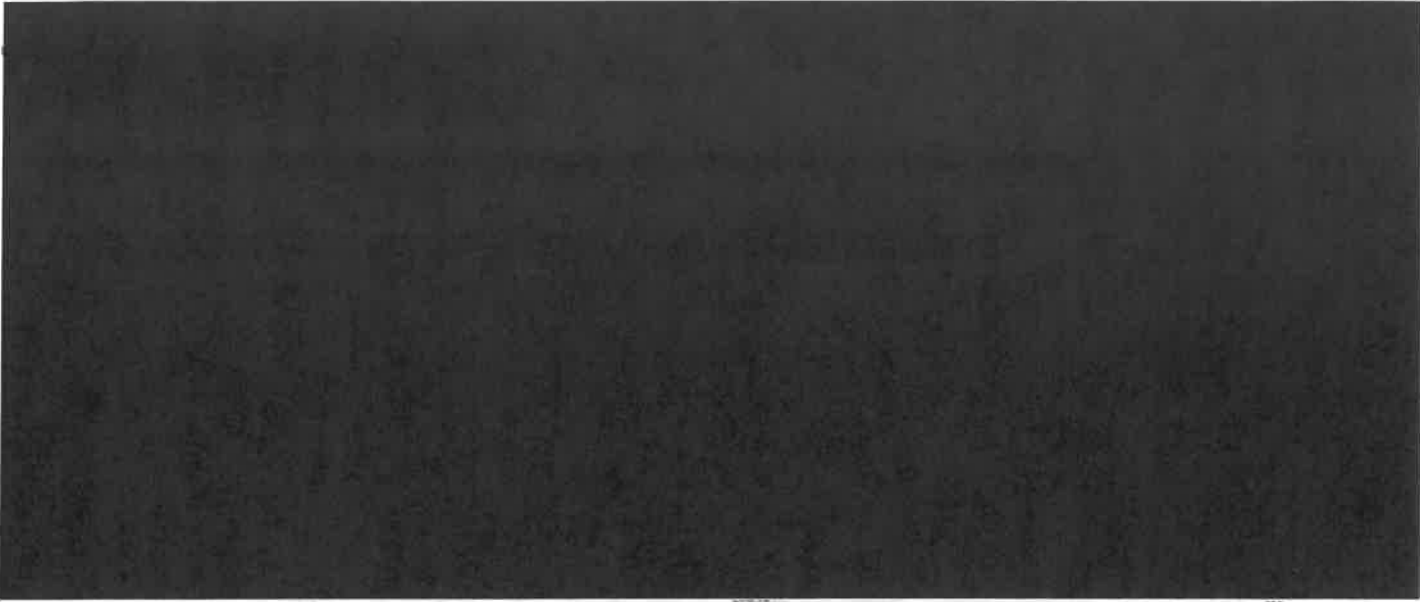
Tim Bullard | Secretary
Office of the Secretary | Department of Education
Salamanca Building, Parliament Square
Level 8, 4 Salamanca Place | GPO Box 169, Hobart, TAS 7001
(03) [REDACTED]
www.education.tas.gov.au

DEPARTMENT OF EDUCATION

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Payroll ID	Employee Name	Position Title	Attended Work and Remained on Duty	Stop Work From	Stop Work To	Stop Work Hours	Additional Advica (e.g. prior approved leave)
000000	Grimes, Rick	Assist Princ - School Name	no	8:30 am	10:30 am	2.00	
222222	Dixon, Daryl	Teacher	no	8:30 am	10:30 am	2.00	
444444	Jones, Morgan	School Business Manager	no	8:30 am	10:30 am	2.00	

Payroll ID	Employee Name	Position Title	Attended Work and Remained on Duty	Stopwork From	Stopwork To	Stopwork Hours	Additional Advice (e.g. pfor approved leave)
			no	8:30 am	10:30 am		



From: Office of the Secretary Mailbox (Health) <ots.mailbox@health.tas.gov.au>

Sent: Thursday, 14 March 2019 7:34 PM

To: Mills, Louise (DPaC) [redacted] (DPaC) [redacted]

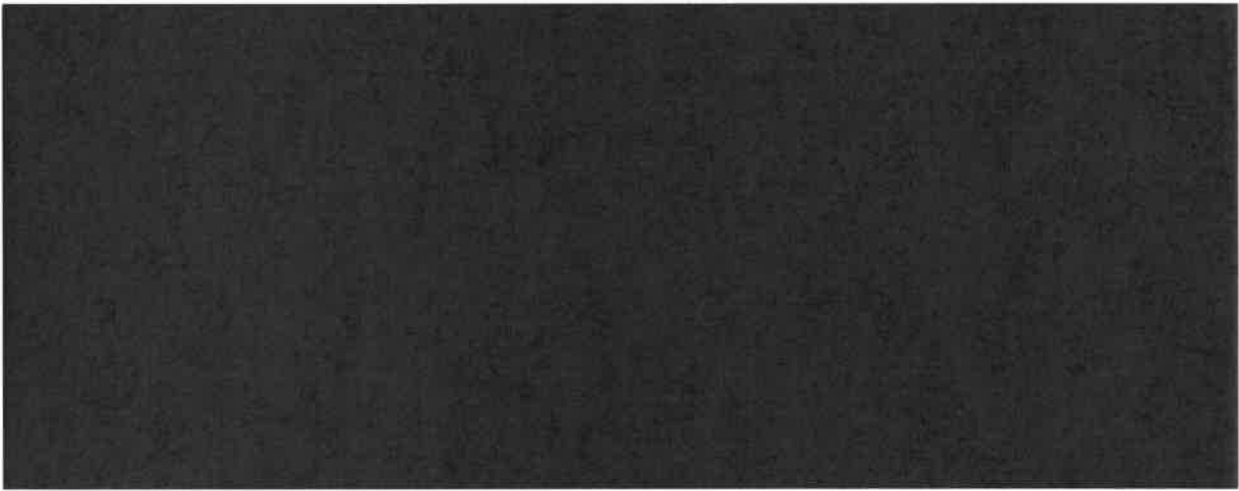
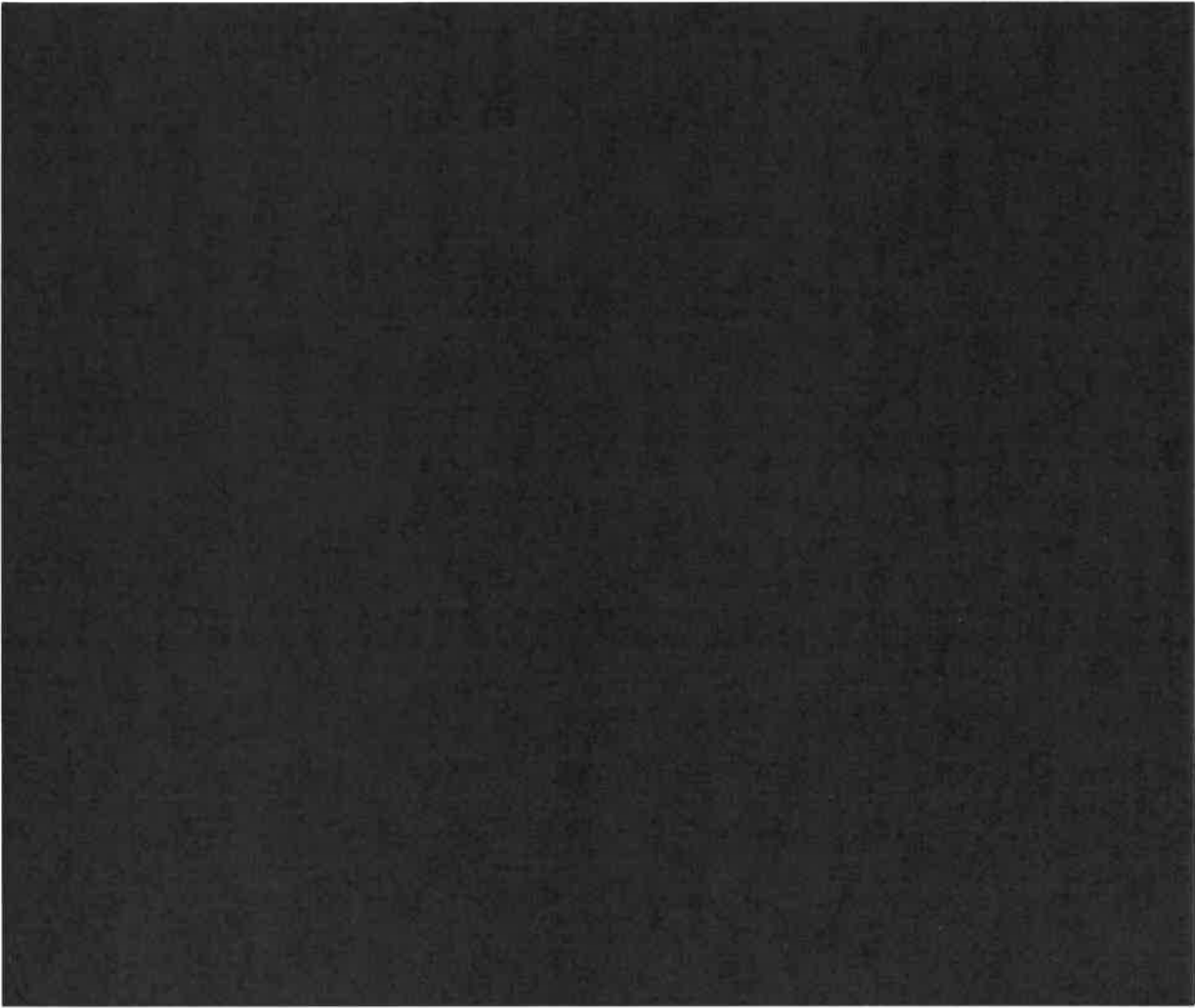
Cc: Pervan, Michael (Health) [redacted] Office of the Secretary Mailbox (Health) <ots.mailbox@health.tas.gov.au>; [redacted]

Subject: FW: Advice to employees - Industrial Action

Please see draft wording below, with some additional lines to those that came from SSMD, that has been cleared by the Secretary for consideration and clearance to send to all Health staff.

Office of the Secretary
Department of Health and Human Services
Level 10/22 Elizabeth Street, Hobart
Phone: 6166 3530
Email: ots.mailbox@dhhs.tas.gov.au





[Redacted]

From: Mills, Louise (DPaC)
Sent: Thursday, 14 March 2019 6:56 PM
To: Pervan, Michael (Health)
Cc: Johnston, Mat (Health); Fitton, Jane (DPaC); Gale, Jenny (DPaC); [Redacted]
(DPaC)
Subject: notice to employees

[Redacted]

[Redacted]

Louise Mills | Acting Director

State Service Management Office | Department of Premier and Cabinet
Level 9, 144 Macquarie Street, Hobart, Tasmania 7000
p: (03) [Redacted]

From: Morgan-Wicks, Kathrine (DoJ)
Sent: Thursday, 15 November 2018 11:19 AM
To: Ogle, Frank (DPaC)
Cc: Gale, Jenny (DPaC)
Subject: FW: Stop Work Action on 24 October 2018

Fyi



Kathrine Morgan-Wicks | Secretary
 Department of Justice

p (03) [REDACTED]

e [REDACTED]

w www.justice.tas.gov.au

Level 14, 110 Collins Street, Hobart, TAS 7000 | GPO Box 825, Hobart TAS 7000
 For diary bookings please contact Secretary@justice.tas.gov.au

White Ribbon Day 2018 is
 Friday 23 November.

Join me in standing up, speaking out and acting
 to end men's violence against women in Australia.

Visit www.whiteribbon.org.au/day to get started.

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From: Secretary (DoJ)
Sent: Thursday, 15 November 2018 11:15 AM
To: [REDACTED] (DoJ) [REDACTED] (DoJ) [REDACTED]
Cc: Morgan-Wicks, Kathrine (DoJ) [REDACTED]
Subject: FW: Stop Work Action on 24 October 2018

Hi [REDACTED],

Please see below email from [REDACTED] to [REDACTED], United Voice.

[REDACTED]

Kind Regards,

[REDACTED]

From: [REDACTED] (DoJ)
Sent: Thursday, 15 November 2018 11:01 AM
To: Secretary (DoJ) <Secretary@justice.tas.gov.au>; DoJ - Everyone <DoJEveryoneDL@justice.tas.gov.au>; [REDACTED]
Salter [REDACTED]@unitedvoice.org.au
Cc: [REDACTED]@unitedvoice.org.au
Subject: RE: Stop Work Action on 24 October 2018

Good morning [REDACTED]

I'm not sure if you have seen this correspondence. I feel that it is not a very good correspondence – many Members have expressed to me both yesterday and this morning that they believe (and I must admit that I do feel the same) that the email is designed and worded to be a bit inflammatory and intimidating.

As we well know, the Rally was no great secret, it was well advertised and promoted; for the Department to be off[REDACTED] commentary about the way it will be docking pays and offering instructions about leave type usage bans it will instigate with the wordings / language and tone within the email does come across now as a bit of sour grapes – there was plenty of time and opportunity for the Department to make this comment to be made prior to the Rally really.

Lastly, the email does specifically mention actions required to be taken by Managers and how Managers may not have performed as required by the Department – does this really need to be communicated to all of the DOJ staff or should it have been handled with such Managers – or again is it a method of putting all staff on notice after the event?

From a Union perspective, is it possible for you to have a look at this email and perhaps make some comment and observation that may be able to be communicated back to the Department.

And assistance and or advice you may be able to offer would be appreciated.



[REDACTED]
United Voice Delegate

[REDACTED]
Department of Justice

[REDACTED]
w www.justice.tas.gov.au
[REDACTED]

From: Secretary (DoJ)
Sent: Wednesday, 14 November 2018 2:48 PM
To: DoJ - Everyone
Subject: Stop Work Action on 24 October 2018

Hello everyone,

As you are aware, stop work action by a range of unions occurred on 24 October 2018. At the time you were advised that the Head of the State Service had notified me that this stop work action was an unauthorised stop work meeting and/or unauthorised withdrawal of labour by the employee.

In addition, advice was provided that managers were required to record the times of departure for employees who participated in the unauthorised stop work action, and this information may be used to determine whether or not pay deductions would occur for the period of time that the employee was absent from the workplace without authority. It has been decided that for the occurrence on 24 October 2018 only, pay will not be deducted for those employees who participated in the unauthorised stop work action.

However, for any future unauthorised union stop work action of this nature, pay will be deducted for the period employees absent themselves to attend such action and/or who withdraw their labour. Managers will be responsible for accurately recording the information required.

I would advise you that during the period of any future unauthorised stop work action any applications for leave of absence, including the use of flexitime or time off in lieu, will not be approved for the purposes of employees participating in the stop work action.

Should you have any questions please speak with me or email your manager.

Regards,

Kath



Kathrine Morgan-Wicks | Secretary
Department of Justice

p (03)

e

w www.justice.tas.gov.au

Level 14, 110 Collins Street, Hobart, TAS 7000 | GPO Box 825, Hobart TAS 7000

For diary bookings please contact Secretary@justice.tas.gov.au

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