

## Fair Work inspectors to make educational visits to Whyalla and Roxby Downs employers

5 July 2010

The Fair Work Ombudsman will make educational visits to about 50 businesses in Whyalla and Roxby Downs, South Australia, over the next four weeks.

Fair Work inspectors will doorknock businesses to provide information packs to employers who have entered the national workplace relations system.

They will focus on the retail, hospitality, construction and service sectors.

Fair Work Ombudsman SA Director Carey Trundle says the informal visits are aimed at assisting employers to understand changes to national workplace laws, including the introduction of the National Employment Standards and Modern Awards.

The information packs include helpful resources such as fact sheets, templates and Best Practice Guides and provide advice about practical steps employers can take to adjust to the new system.

This year, the Fair Work Ombudsman will make educational visits to 5000 employers in South Australia, 10,000 in NSW, 10,000 in Queensland and 1000 in Tasmania. There will be additional visits in 2011 and 2012.

"We are very serious about our job of building knowledge and creating fairer workplaces and we are strongly focused on ensuring the community understands its workplace rights and obligations," Ms Trundle said.

"The best advice I can give to business operators is to get the basics right and everything else should start to fall into place.

"By the basics, I mean knowing what Award applies to your employees, what the correct classifications for your employees are and what pay rates apply."

The Fair Work Ombudsman has a number of tools on its website - [www.fwo.gov.au](http://www.fwo.gov.au) - to assist employees and employers to check minimum rates of pay, including PayCheck, Payroll Check and a Pay Rate Calculator.

Small to medium-sized businesses without human resources staff can also ensure they are better equipped when hiring, managing and dismissing employees by using free template employment documentation with step-by-step instructions or accessing a series of Best Practice Guides.

Employers or employees seeking assistance or further information can also contact the Fair Work Infoline on 13 13 94 from 8am-6pm weekdays. For translations, call 13 14 50.

The Fair Work Ombudsman promotes harmonious, productive and co-operative workplaces. It also monitors compliance and investigates breaches of national workplace laws.

Media inquiries:

Richard Honey, Adviser, Media & Stakeholder Relations,  
(03) 9954 2716, 0457 924 146  
[richard.honey@fwo.gov.au](mailto:richard.honey@fwo.gov.au)

## Contact us

Fair Work Online: [www.fairwork.gov.au](http://www.fairwork.gov.au)

Fair Work Infoline: 13 13 94

Need language help?

Contact the Translating and Interpreting Service (TIS) on 13 14 50

Hearing & speech assistance

Call through the National Relay Service (NRS):

For TTY: 13 36 77. Ask for the Fair Work Infoline 13 13 94

Speak & Listen: 1300 555 727. Ask for the Fair Work Infoline 13 13 94

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The Fair Work Ombudsman is committed to providing advice that you can rely on. The information contained on this website is general in nature. If you are unsure about how it applies to your situation you can call our Infoline on 13 13 94 or speak with a union, industry association or workplace relations professional. Visitors are warned that this site may inadvertently contain names or pictures of Aboriginal and Torres Strait Islander people who have recently died.