

## Fair Work inspectors to make educational visits to Newcastle employers

13 September 2010

The Fair Work Ombudsman will make educational visits to about 60 businesses in Newcastle over the next week.

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 commercial precincts in Belmont and Adamstown.

This follows educational visits to more than 2000 other businesses throughout NSW so far this year.

Fair Work Ombudsman NSW Director Mark Davidson says the informal visits are aimed at assisting employers to understand national workplace laws, including the National Employment Standards and Modern Awards.

The information packs include helpful resources such as fact sheets, templates and Best Practice Guides.

“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,” Mr Davidson 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 which Award applies to your employees, the correct classifications for your employees and which 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.

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.

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### Contact us

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

Fair Work Infoline: 13 13 94

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

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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

