

## Fair Work inspectors to make educational visits to employers around Bundaberg

11 May 2011

The Fair Work Ombudsman will make educational visits to dozens of businesses around Bundaberg over the next few months.

Fair Work inspectors will be providing information packs to employers previously covered by the Queensland industrial relations system but who are now under the national workplace relations system.

Between now and July, inspectors will visit about 50 employers in Monto, Eidsvold, Mundubbera, Gayndah and Biggenden.

Fair Work Ombudsman Executive Director Michael Campbell says the informal visits will assist employers to understand national workplace laws, including the National Employment Standards and Modern Awards.

“Information packs being distributed include helpful resources such as fact sheets, templates and Best Practice Guides - providing advice on practical steps employers can take to adjust to the new system,” he said.

“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.

“The best workplace relations 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, the correct classifications and pay rates.”

The Fair Work Ombudsman has a number of tools and user-friendly resources on its website at [www.fairwork.gov.au](http://www.fairwork.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 available Online.

A series of Best Practice Guides have also been developed by the Fair Work Ombudsman to assist employers make better use of the provisions of the Fair Work Act and better understand other aspects of workplace laws.

The guides cover work and family, consultation and co-operation, individual flexibility arrangements, employing young workers, gender pay equity, small business, workplace privacy, managing underperformance, effective dispute resolution, parental leave and improving workplace productivity in bargaining.

Employers or employees seeking assistance or further information can also contact the Fair Work Infoline on 13 13 94 from 8am-6pm weekdays. A free interpreter service is available on 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

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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