

## National Employment Standards



### New Fair Work Information Statement

We've updated the Fair Work Information Statement to make it easier to understand minimum workplace entitlements.

Every worker in Australia needs to get a copy of the FWIS when they start a new job.

Download a copy from our Fair Work Information Statement page ([www.fair-work.gov.au/employee-entitlements/national-employment-standards/fair-work-information-statement](http://www.fair-work.gov.au/employee-entitlements/national-employment-standards/fair-work-information-statement)) .

The FWIS is also available in over 30 languages. You can download a copy of the FWIS in your language from our [Language help pages \(www.fairwork.gov.au/language-help\)](http://www.fairwork.gov.au/language-help) .

The National Employment Standards (NES) are 10 minimum employment entitlements that have to be provided to all employees.

The national minimum wage and the NES make up the minimum entitlements for employees in Australia. An award, employment contract, enterprise agreement or other [registered agreement \(https://www.fairwork.gov.au/Dictionary.aspx?TermID=2034\)](https://www.fairwork.gov.au/Dictionary.aspx?TermID=2034) can't provide for conditions that are less than the national minimum wage or the NES. They can't exclude the NES.

The 10 minimum entitlements of the NES are:

- [Maximum weekly hours \(https://www.fairwork.gov.au/how-we-will-help/templates-and-guides/fact-sheets/minimum-workplace-entitlements/maximum-weekly-hours\)](https://www.fairwork.gov.au/how-we-will-help/templates-and-guides/fact-sheets/minimum-workplace-entitlements/maximum-weekly-hours)
- [Requests for flexible working arrangements \(https://www.fairwork.gov.au/Employee-entitlements/Flexibility-in-the-workplace/flexible-working-arrangements\)](https://www.fairwork.gov.au/Employee-entitlements/Flexibility-in-the-workplace/flexible-working-arrangements)
- [Parental leave and related entitlements \(https://www.fairwork.gov.au/Leave/maternity-and-parental-leave/default\)](https://www.fairwork.gov.au/Leave/maternity-and-parental-leave/default)
- [Annual leave \(https://www.fairwork.gov.au/leave/annual-leave/default\)](https://www.fairwork.gov.au/leave/annual-leave/default)
- [Personal/carer's leave \(https://www.fairwork.gov.au/leave/sick-and-carers-leave/default\)](https://www.fairwork.gov.au/leave/sick-and-carers-leave/default) , [compassionate leave \(https://www.fairwork.gov.au/leave/compassionate-and-bereavement-leave\)](https://www.fairwork.gov.au/leave/compassionate-and-bereavement-leave) and [unpaid family and domestic violence leave \(www.fairwork.gov.au/leave/family-and-domestic-violence-leave/default\)](http://www.fairwork.gov.au/leave/family-and-domestic-violence-leave/default)
- [Community service leave \(https://www.fairwork.gov.au/leave/community-service-leave/default\)](https://www.fairwork.gov.au/leave/community-service-leave/default)
- [Long service leave \(https://www.fairwork.gov.au/leave/long-service-leave/default\)](https://www.fairwork.gov.au/leave/long-service-leave/default)
- [Public holidays \(https://www.fairwork.gov.au/Leave/Public-holidays/default\)](https://www.fairwork.gov.au/Leave/Public-holidays/default)
- [Notice of termination \(https://www.fairwork.gov.au/Ending-employment/notice-and-final-pay/default\)](https://www.fairwork.gov.au/Ending-employment/notice-and-final-pay/default) and [redundancy pay \(https://www.fairwork.gov.au/ending-employment/redundancy/default\)](https://www.fairwork.gov.au/ending-employment/redundancy/default)
- [Fair Work Information Statement \(https://www.fairwork.gov.au/Employee-entitlements/National-Employment-Standards/fair-work-information-statement\)](https://www.fairwork.gov.au/Employee-entitlements/National-Employment-Standards/fair-work-information-statement)

### Who's covered by the NES

All employees in the national workplace relations system (<https://www.fairwork.gov.au/Dictionary.aspx?TermID=2033>) are covered by the NES regardless of the award, registered agreement or employment contract that applies.

### Casual employees and the NES

Casual employees only get NES entitlements relating to:

- unpaid carer's leave
- unpaid compassionate leave
- [unpaid family and domestic violence leave \(www.fairwork.gov.au/leave/family-and-domestic-violence-leave/default\)](http://www.fairwork.gov.au/leave/family-and-domestic-violence-leave/default)
- community service leave

- the Fair Work Information Statement.

In some states and territories long serving casuals are eligible for long service leave.

Where there is an expectation of ongoing work for a casual and the casual has been employed regularly and systematically for at least 12 months, they have extra entitlements under the NES.

These are:

- the right to request for flexible working arrangements
- access to parental leave.

Source reference: [Fair Work Act 2009 s.61](http://www.comlaw.gov.au/Series/C2009A00028)  (http://www.comlaw.gov.au/Series/C2009A00028)


## Think a mistake might have been made?

Mistakes can happen. The best way to fix them usually starts with talking.

Check out our [Help resolving workplace issues \(www.fairwork.gov.au/how-we-will-help/how-we-help-you/help-resolving-workplace-issues/default\)](http://www.fairwork.gov.au/how-we-will-help/how-we-help-you/help-resolving-workplace-issues/default) section for practical advice on:

- figuring out if a mistake has been made
- talking to your employer or employee about fixing it
- getting help from us if you can't resolve it.

## What to do next

- Download the [Fair Work Information Statement \(PDF 195.9KB\)](https://www.fairwork.gov.au/ArticleDocuments/724/Fair-Work-Information-Statement.pdf.aspx) (https://www.fairwork.gov.au/ArticleDocuments/724/Fair-Work-Information-Statement.pdf.aspx) ([DOCX 79KB](https://www.fairwork.gov.au/ArticleDocuments/724/Fair-Work-Information-Statement.docx.aspx)) (https://www.fairwork.gov.au/ArticleDocuments/724/Fair-Work-Information-Statement.docx.aspx)
- Find an [Award](http://www.fairwork.gov.au/Awards-and-agreements/Awards/default) (www.fairwork.gov.au/Awards-and-agreements/Awards/default) that applies
- Search the [Fair Work Commission website](https://www.fwc.gov.au/awards-and-agreements/agreements) (https://www.fwc.gov.au/awards-and-agreements/agreements)  for an agreement

## Help for small business

- Find tools, resources and information you might need on our [Small business page](http://www.fairwork.gov.au/Find-help-for/Small-business/default) (www.fairwork.gov.au/Find-help-for/Small-business/default) .

## You might also be interested in

- [Introduction to the National Employment Standards fact sheet](http://www.fairwork.gov.au/how-we-will-help/templates-and-guides/fact-sheets/minimum-workplace-entitlements/introduction-to-the-national-employment-standards) (www.fairwork.gov.au/how-we-will-help/templates-and-guides/fact-sheets/minimum-workplace-entitlements/introduction-to-the-national-employment-standards)
- [Award and agreement free wages and conditions](http://www.fairwork.gov.au/awards-and-agreements/award-and-agreement-free-wages-and-conditions) (www.fairwork.gov.au/awards-and-agreements/award-and-agreement-free-wages-and-conditions)
- [My employment checklist \(DOCX 417.2KB\)](http://www.fairwork.gov.au/ArticleDocuments/715/My-employment-checklist.docx.aspx) (www.fairwork.gov.au/ArticleDocuments/715/My-employment-checklist.docx.aspx) ([PDF 365.7KB](http://www.fairwork.gov.au/ArticleDocuments/715/My-employment-checklist.pdf.aspx)) (www.fairwork.gov.au/ArticleDocuments/715/My-employment-checklist.pdf.aspx)

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## 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