

IMPOTEN: Oli mas givim **Feia Wok Infomesen Steitmen (Fair Work Information Statement)** tu long ol niufala wokman. Visitim www.fairwork.gov.au/fwis



Hu hem i wan wokman we i stap long ol sotsotfala wok (kasuel)?

Yu wan wokman we yu save karemaot ol sotsotfala wok sapos yu fitim ol kraeteria ia:

- oli givim yu wan wok we bae oli pem yu long hem
- employa hem i no mekem **wan strong advans komitmen** se bae wok ia bae i gohed i go long fiuja, wetem wan paten blong wok we yu mo employa i agri long hem, mo
- yu akseptem wok we oli givim long yu mo yu save se i nogat **wan strong advans komitmen**, mo yu agri blong kam wan wokman.

Yu save jekem sapos yu wan wokman blong ol sotsotfala wok (kasuel employi) **long taem** we oli givim yu wan wok mo yu akseptem blong mekem wok ia.

Wanem hem i wan 'no strong advans komitmen'?

I gat 4 poin blong yu tingting gud long olgeta blong wokemaot sapos employa blong yu i **no bin mekem wan strong advans komitmen** taem hem i stap givim wok ia long yu. Hem ia sapos:

- ▶ employa blong yu save jusum blong givim wok long yu mo hem i disisen blong yu blong jus blong mekem wok ia o no
- ▶ bae employa blong yu i askem yu blong mekem wan wok long wanem taem we oli nidim yu blong wok
- ▶ oli talemaot se wok blong yu hem i blong sotfala taem
- ▶ bae oli pem yu wan kasuel loding o wan pei reit we oli setem finis blong pem ol sotsotfala wok (kasuel employi) long hem.

Wan poin nomo i no naf blong mekem se yu save se i nogat wan strong advans komitmen, mo yu no nidim evri 4 poin ia antap blong i 'nogat strong advans komitmen'. I gud moa blong skelem ol poin we oli stap (mo olgeta we oli no stap) mo jusum sapos employa blong yu bin o no bin stap minim blong mekem wan fem advans komitmen.

Wan eksampol blong 'nogat strong advans komitmen'

Priya hem i faenem wan wok olsem wan stoa asisten. Oli bin advetaesem wok ia olsem wan sotfala (kasuel) posisen.

Ona blong stoa ia i talem se Priya i nid blong wok long ol bisi taem blong stoa o taem ol nara staf oli go spel. Taem we bisnes i kwaet, bae Priya i gat smol wok nomo blong mekem. Bae oli givim ol sift long Priya long wan wik bifo taem blong mekem wok mo bae ol sift ia oli defdefren long ol defren wik. Priya i save talem se bae hem i no wok long ol sif ia sapos hem i wantem. Pei reit blong Priya we oli setemap i inkludum wan kasuel loding. Priya i akseptem wok ia.

I 'no bin gat wan strong advans komitmen' long situesen blong Priya. Employa blong hem i no stap givim Priya ol wok we hem i mas mekem oltaem. Ona blong stoa ia i bin mekem i klia long Priya se bae ol shif blong Priya bae oli save jenis mo defren, mo Priya i no nid blong akseptem ol sif ia sapos hem i no wantem. Oli bin advetaesem wok ia se hem i wan long ol sotsotfala wok mo bae oli pem Priya long wan kasuel reit blong pei. From we oli bin mekem i klia long taem ia we oli bin givim wok long Priya mo hem i bin akseptem wok ia, mekem se oli tekem hem olsem wan wokman blong ol sotsotfala wok (kasuel employi).

Not: Samtaem ol wokman long ol sotsotfala wok ia (kasuel employi) oli wok long wan semak paten blong ol haoa evritaem. Hem ia i no min se olgeta i peminen (oli wok ful-taem o pat-taem), be sapos oli stap kontiniu blong wok olsem, oli save gat raet blong askem kasuel konvesen long fiuja (oltaem afta long 12 manis).



Hao blong mi kam wan peminen employi sapos mi wan wokman blong ol sotsotfala taem (kasuel employi)?

Long Nasional Emploimen Standed (**National Employment Standards, NES**), sam wokman we oli wok long ol sotsotfala taem, oli gat raet blong kam ol peminen (oli wok ful-taem o pat-taem) wokman. Hem ia yumi talem se 'kasuel konvesen'.

Sam long ol wokman ia oli mas karem kasuel konvesen long ol employa blong olgeta mo ol narawan oli mas rikwestem sapos oli wantem kasem kasuel konvesen. Yu mas komplitim 12 manis blong wok mo mitim ol nara kraeteria.

Nekis pej ia i talemaot wetaem employa blong yu i mas givim yu kasuel konvesen, mo wetaem yu gat raet blong rikwestem.

Oli smol bisnes

Sapos wan **smol bisnes** (smol bitim 15 employi oli stap wok long hem), i tekem yu blong wok blong hem, i no nid blong givim yu kasuel konvesen. Be, long sam situesen, yu still gat raet blong rikwestem taem yu wantem.

Nekis pej ia i talemaot wetaem yu gat raet blong rikwestem kasuel konvesen sapos yu wok blong wan smol bisnes.



Long raeting

Long NES, evri ofa, ol rikwes, ol rikwes we oli no akseptem, mo ol ansa long ol rikwes blong ol man from kasuel konvesen oli mas stap **long raeting**.

'Long raeting' hem i save inkludum hemia we yu raet nomo long han blong yu, hem ia we oli printim, mo elektronik (eksampol, imel) fomat.

Samfala wokman we oli stap mekem ol sotsotfala wok bae oli save kasem ol awod mo ol agrimen wetem ol adisenol kasuel konvesen entaetelmen. Go long www.fairwork.gov.au/casual blong ridim moa infomesen.



Yu nidim help?

Yu no sua sapos wan awod o agrimen i kaveremap yu? Visitim www.fairwork.gov.au/awards mo www.fairwork.gov.au/agreements



Employa blong mi mas givim kasuel konvesen long mi?

Ol bisnes nomo wetem 15 employi o bitim namba ia oli mas givim kasuel konvesen long wokman we oli wok long ol sotsotfala taem. Olgeta oli mas givim kasuel konvesen long yu sapos yu mitim ol kraeteria ia:

- oli bin tekem yu blong wok blong olgeta long **12 manis** nao
- yu bin wok long wan **semak paten blong ol haoa** we i stap hapen oltaem blong las **6 manis** we jes pas, mo
- yu save kontiniu blong wok long ol semak paten blong ol haoa ia olsem wan peminen employi we i **nogat eni jenis** long hem.

Employa blong yu i **no nid blong givim kasuel konvesen** long yu sapos wan long ol samting ia i konsenem yu:

- i gat ol **gudfala risen** blong mekem se employa blong yu no save givim kasuel konvesen long yu, o
- yu no bin wok long wan semak paten blong ol haoa long las **6 manis** we jes pas.

Wanem employa blong yu i nidim blong mekem

- **Sapos yu fitim kraeteria blong kasuel konvesen** – Oli mekem ofa i kam long yu, long raeting, enitaem long 21 dei afta long 12-manis aniveseri blong yu.
- **Sapos oli no letem yu blong kasem kasuel konvesen** – Talem long yu ol risen from wanem long raeting, enitaem long 21 dei afta long 12-manis aniveseri blong yu.

Wanem yu nidim blong mekem

- **Sapos employa blong yu i wantem givim yu kasuel konvesen** – Rispon gobak long raeting long enitaem long 21 dei ia. Yu save akseptem o no akseptem ofa ia.
- **Sapos yu no agri wetem disisen blong olgeta blong oli no givim yu kasuel konvesen** – Folem ol step we oli stap long 'Sapos i gat wan disgrimen?' seksen long nekis pej ia.

Eksampol blong 'ol semak paten blong ol haoa'

Alex hem i wan wokman we i wok long ol sotsotfala taem (kasuel employi), mo hem i wok long evri Fraedei mo Satedei naet mo i stap hapen olsem evri wik. Ol haoa mo ol dei blong hem oli no jenis.

Ova long 6-manis, Alex hem i mestem 2 sif blong hem hem i bin sik Long agrimen wetem employa blong hem, hem i no wok 1 wik long taem blong ol eksam blong hem long yunivesiti.

Nomata we Alex bin tekem sam taem blong no go long wok, hem ia i stil mitim mining blong toktok ia 'semak paten blong ol haoa'.



Moa infomesen

Long moa infomesen blong ol sotsotfala wok taem (kasuel emploimen) mo kasuel konvesen, go long www.fairwork.gov.au/casual mo www.fairwork.gov.au/casualconversion



Mi save rikwestem kasuel konvesen?

Yu gat raet blong rikwestem kasuel konvesen sapos yu mitim evri kraeteria ia:

- yu bin wok long bisnes ia long **12 manis mo 21 dei** o bitim (12 manis hem ia sapos yu wok blong wan **smol bisnes**)
- yu bin wok long wan semak paten blong ol haoa we oli bin stap hapen oltaem blong las **6 manis** we i jes pas
- yu save kontiniu blong wok long semak paten blong ol haoa ia olsem wan peminen wokman we i nogat eni jenis we i save hapen long hem, mo
- long ol **las 6 manis** ia, yu no bin:
 - talem no long wan kasuel konvesen
 - oli bin talem long yu se oli no save givim kasuel konvesen long yu from ol risenebol graon, o
 - yu bin mekem wan rikwes blong kasem kasuel konvesen mo oli bin talem no long rikwes blong yu long from samfala rison.

Wanem yu nidim blong mekem

- **Sapos yu fitim kraeteria mo wantem blong rikwestem kasuel konvesen** – Mekem rikwes ia long raeting.

Wanem employa blong yu i nidim blong mekem

- **Sapos olgeta stap akseptem rikwes blong yu** – Oli tokbaot wetem yu mo ansa long rikwes blong yu long raeting eni taem long ol 21 dei we stat long taem we oli bin risivim rikwes blong yu.
- **Sapos oli no akseptem rikwes blong yu long from samfala risen** – Oli tokbaot wetem yu mo talem ol risen from wanem oli no akseptem rikwes blong yu long raeting long, eni taem long ol 21 dei we stat long taem we oli bin risivim rikwes blong yu. Sapos yu mitim kraeteria bakegen long 6 manis, yu save mekem wan narafala rikwes bakegen.



Wanem hem i 'ol risenebol graon'?

Wanem yumi luk olsem 'ol risenebol graon' bae oli dipen long ol situesen blong yu mo blong employa blong yu.

Olgeta oli save inkludum se long nekis 12 manis:

- posisen blong yu bae i nomo gat
- ol haoa blong wok blong yu bae oli go daon bigwan
- ol dei mo taem we employa blong yu bae i nidim yu blong wok bae oli save jenis bigwan, mo bae yu no save stap blong wok long niufala wok skedjul ia.

Ol risenebol graon ia oli save inkludum tu we blong mekem ofa o agri long rikwes oli no folem wan rikrutmen o seleksen proses we wan Komonwelt, Steit o Teritori loa i rikwarem.



Olsem wanem sapos mi disagri wetem employa blong mi from kasuel konvesen?

Sapos yu mo employa blong yu gat wan diasgrimen from kasuel konvesen, wetem ol rul mo ol rikwaemen blong mekem (o no mekem) wan rikwes o blong mekem wan ofa, i gat ol step we yu save tekemap blong solvem.

I dipen long situesen blong yu, maet yu save askem wan man blong sapotem o ripresentem yu truaot long disput proses ia (wan yunion tu i save ripresentem yu).

Step 1. Feswan, jekem se wan awod o wan agrimen i kaveremap yu. Yu no sua? Visitim www.fairwork.gov.au/awards mo www.fairwork.gov.au/agreements

- Sapos wan awod o agrimen i kaveremap yu, yu nid blong folem proses ia we i tokbaot hao blong dil wetem ol disput blong Nasonal Emploimen Standeds (National Employment Standards, NES). Luk seksen blong 'Huia i save givhan?' daon ia sapos yu nidim moa help.
- Sapos wan awod o wan agrimen i no kaveremap yu, muv i go long step 2.

Step 2. Sapos wan awod o wan agrimen i no kaveremap yu, yu nid blong jekem sapos **employmen kontrak** blong yu o eni nara **agrimen we oli bin raetem** oli gat wan proses blong dil wetem ol disput blong NES o kasuel konvesen.

- Sapos i gat, yu nid blong folem proses ia we tokbaot ol step blong dil wetem disput ia. Lukluk seksen blong 'Huia i save givhan?' daon ia sapos yu nidim moa help.
- Sapos i nogat, muv i go long step 3.

Step 3. Sapos ol disput resolusen proses long ol **step 1 mo 2 oli no stret long situesen blong yu**, traem blong solvem disagrimen ia stret wetem employa blong yu mo tokbaot wetem hem (yu save yusum ol fri kos link daon long pej ia blong helpem yu blong mekem olsem). Sapos yu no save solvem isiu ia long wei ia, luk 'Huia i save givhan?' long seksen daon long pej ia blong save wea ples we yu save go blong kasem help.



Kasem help wetem ol storian

Faenem ol fri onlaen kos blong helpem yu blong gat ol storian long wok (inkludum blong kasuel konvesen) long www.fairwork.gov.au/learning

HUIA SAVE GIVHAN?

Sapos yu laekem blong kasem infomesen o blong wan man i helpem yu, o yu gat wan disput we oli no solvem yet, wan nara grup bae i save helpem yu. I gat sam defren ples we oli save givhan long yu mo hem ia i dipen long situesen blong yu mo hao we yu wantem blong solvem isiu ia.

The Fair Work Ombudsman mo Fair Work Commission oli save givhan. Long samfala situesen yu save askem help tu long Federal Circuit mo Family Court.

FEIA WOK OMBUDSMAN

- oli givim ol infomesen mo advaes long wanem kaen grup blong employemen blong yu (kasuel o peminen)
- oli givim infomesen mo advaes from ol raet, ol pei mo ol entaetolmen blong ol wokman we oli wok long ol sotsotfala taem (kasuel employi), inkludum ol kasuel konvesen entaetolmen
- oli gat ol fri kalkuleta, ol templet mo ol onlaen kos
- oli helpem blong fiksime ol problem blong wokples
- oli enfosem ol wokples loa mo oli putum ol penalti taem ol man oli brokem ol loa blong wokples.

www.fairwork.gov.au - 13 13 94

FEIA WOK KOMISEN

- oli dil wetem ol disput blong kasuel konvesen (sapos yu no save solvem daerek wetem employa blong yu)
- oli save dil wetem disput blong yu tru long mediesen, konsiliesen, givim wan advaes o talem wan tingting
- sapos yu o employa blong yu i agri, olgeta i save dil wetem disput blong yutufala tru long abitresen (mekem wan baending disisen we tufala grup i mas folem wan agrimen).

www.fwc.gov.au - 1300 799 675

FEDEROL SEKET MO FAMLE KOT BLONG OSTRELIA (OL SMOL KLEIM KOT)

Yu save askem help long ol smol kleim kot blong Federol Seket mo Famle Kot sapos kasuel konvesen disput blong yu:

- yu mitim ol rikwaemen blong employa blong yu blong mekem wan ofa blong yu blong kam wan peminen employi
- yu mitim ol rikwaemen blong rikwestem kasuel konvesen
- employa blong yu i gat ol risenebol graon blong no givim kasuel konvesen long yu
- employa blong yu gat risenebol graon blong talem no long rikwes blong yu blong kasuel konvesen.

www.fcfoa.gov.au - 1300 352 000