



# MEMBER UPDATE

## AFPA Industrial Dispatch #17

6 September 2017

Welcome to the AFPA Industrial Dispatch, a regular bulletin to keep our members up to date with significant industrial issues.

### CURRENT SIGNIFICANT ISSUES

#### **Transferring to a new position/changing roles**

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When moving from one role to another or indeed from one state to another, members are required to undertake certain administrative tasks through Insight to ensure the transfer is effective. It is important you do this as soon as possible as staying in an incorrect position number could lead to you being paid incorrect salary, composites or allowances.

We would also like to highlight to members that when they move to different areas, there is likely to be new governance that you need to be aware of and comply with. The AFP's Governance Instrument Framework is available on the HUB, and includes a complete list of the Commissioners Orders, Guidelines, Policies and Better Practice Guides.

For further information, you should contact your Functional Governance Network Member, whose details are also listed on the HUB.

#### **Long Service Leave**

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Long Service Leave is a legislated entitlement however its management is determined by the EA and the AFP Leave Management Policy.

The AFP's Leave Management Policy provides that 'When approving periods of long service leave, delegates should consider the operational requirements of the business area during the period of absence in conjunction with the employee's request. A delegate must not unreasonably refuse to authorise a period of long service leave or unreasonably revoke an application that has already been authorised'.

AFP Management will consider operational requirements when considering leave applications. However, there is a presumption leave will be granted if applied for correctly.

Long Service Leave applications must be for a minimum period of seven days. Scheduled days off, weekends and public holidays are regarded as part of the long service leave period. You do not get 'credit' for these days.

If you have questions regarding your entitlement you can contact HR or the AFPA for advice.

## **Welfare Officers Network and other welfare support**

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The AFP Welfare Officers Network, which consists of 24 full time AFP staff from different areas across the AFP, was officially launched on Monday 28 August 2017.

The AFP advises that members in need of support can contact any of the following:

- Welfare Officers: contact details can be found on the HUB, or (02) 6131-2977 or email [WelfareOfficerNetwork@afp.gov.au](mailto:WelfareOfficerNetwork@afp.gov.au)
- Organisational Health Triage Team: 02 6131 6000 (x146 000), or [Organisational-Health-Triage@afp.gov.au](mailto:Organisational-Health-Triage@afp.gov.au) (8am to 4pm Monday to Friday)
- Employee Assistance Provider, Davidson Trahaire Corpsych: 1300 360 364 or [eapcentre@davorp.com](mailto:eapcentre@davorp.com) or <http://www.davcorp.com.au>
- AFP Psychological Services: 02 6131 3743 (x143743), or [Psychological-Services@afp.gov.au](mailto:Psychological-Services@afp.gov.au)
- AFP Chaplain Service: 02 6270 4880 or email [Gayl.mills@afp.gov.au](mailto:Gayl.mills@afp.gov.au)
- Safe Place: (02) 6131 2828 (142828) or [AFP-Safe-Place@afp.gov.au](mailto:AFP-Safe-Place@afp.gov.au)
- Confidant Network see confidants listed on the HUB
- If you require urgent assistance outside normal working hours, contact AOCC on 6126 7299 who will facilitate contact with the appropriate area of Organisational Health.

The AFPA may also be able to provide you with support for employment related welfare issues. If you would like more information, please contact the Legal and Industrial Team.

## **Application for secondary employment – foster carers**

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In response to an issue raised by the Team on behalf of one of our members, who was asked to submit an application for secondary employment as a foster carer, the AFP has clarified that it “does not consider providing foster care to meet the definitions of either secondary work or volunteering. As a result, employees who are foster carers are not required to submit the secondary work and volunteering application form.”

The AFP also noted that given this issue has not been raised to People Strategies previously, they will undertake to ensure this is clear in the relevant governance.

## **Maternity Leave – Application to the Fair Work Commission - update**

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The AFPA has made an application to the Fair Work Commission on behalf of a member relating to discrimination on the grounds of sex and pregnancy. The application relates to members who have taken maternity leave at half pay for over 16 weeks and have had their advancement delayed due to that period of time not being counted towards ‘service’.

The AFPA and AFP failed to reach an agreement at the Conciliation Conference on 24 August 2017, therefore the AFPA is looking to initiate action in the Federal Court.

## **ANAO Audit - Managing mental health in the Australian Federal Police - update**

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The AFPA last week made a submission to the ANAO Audit - Managing mental health in the Australian Federal Police on behalf of members. The audit objective is to examine the effectiveness of the Australian Federal Police (AFP) in managing the mental health of its employees.

If you would like a copy of the AFPA submission please can contact the AFPA. The Audit report is due to be tabled

in January, 2018.

## INDUSTRIAL QUERIES

If you have any industrial queries or queries about issues raised in this Dispatch, please contact [vicki.linabury@afpa.org.au](mailto:vicki.linabury@afpa.org.au) or [sara.gorman@afpa.org.au](mailto:sara.gorman@afpa.org.au).



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