

**REGISTER OF  
ENTERPRISE AGREEMENTS**



**ENTERPRISE AGREEMENT NO: EA97/171**

**TITLE: Australian Co-operative Foods Limited Bomaderry  
Plant Site Enterprise Agreement**

**I.R.C. NO: 97/4311**

**DATE APPROVED/COMMENCEMENT: 17 September 1997**

**TERM: Expires 27 November 1999**

**NEW AGREEMENT OR  
VARIATION: New**

**GAZETTAL REFERENCE:**

**DATE TERMINATED:**

**NUMBER OF PAGES: 22**

**COVERAGE/DESCRIPTION OF**

**EMPLOYEES: To apply to Technicians Level 1 to Level 11 at the Bomaderry Plant Site**

**PARTIES: Australian Co-operative Foods Limited -&- Colin Neville Allison, Colin Robert Andrews, Scott James Barrett, Mark Francis Berger, Timothy Owen Bricklebank, Warren Dex Brock, Amanda Cheryllyn Bryce, Dianne May Burchell, Shirley Elva Butler, Albert Patrick Byrne, Shaun Kevin Canavan, Geoffrey Donald Carpenter, Nigel Brien Carter, Daniel Thomas Chinwah, Shane Andrew Coble, Ronald Frederick Coller, Robert James Collier, Robert John Collier, Paul Thomas Davey, Lesley Ann Day, John Gardner Dent, Patrick Michael Duke, Shane Paul Egan, Graeme Lindsay Furlong, Wayne Leonard Gallagher, Ronald Eugene Gibb, Timothy Wayne Goodsell, Robert Mark Green, Campbell McPhail Greig, David Groom, Douglas William Halloran, Raymond Allen Hampton, Peter Harris, Michael Benjamin Howard, Grahame Lawrence Hubbard, Warwick Geoffrey Jarrett, Matthew John Jessop, Janette Jordan, David Henry Kellett, Neville Wallace King, Trevor William Kirby, Stephen John Lord, Phillip Lowin, Phillip Graham Lumsden, David Christopher Madge, Elizabeth Mary McGrath, Allan Russell Medcalf, Barry David Medd, Patricia Jean Milne, John Charles Moore, Ronald George Moore, Roy Brian Murphy, Robert William O'Meley, Trevor Bruce Payne, Graham John Pickering, Carlos Alberto Prazeres, Justin William Rava, Reuban Leonard Rhodes, Andrew James Riddell, Colin Vernon Roberts, Kevin John Robertson, Shannon Jay Robertson, John Leonard Robinson, Alan Enoch Rodgers, Geoffrey David Rodgerson, Joshua Rosskelly, Meryl Jean Russell, Samuel Anthony Saliba, Allen Smith, David Henry Speer, Beverley Ann Starkey, Ronald Charles Trotter, Jill Turnbull, Gregory Charles Turner, Lawrence William Walker, Garry John Wallace, Tuesday Wallin, Tony Raymond Walmsley, Samantha Jane Walsh, Arthur George Wheeler, Paul Anthony White, Warren Keith Williams**

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## **AUSTRALIAN CO-OPERATIVE FOODS LIMITED BOMADERRY PLANT SITE ENTERPRISE AGREEMENT**

### **1. Parties, Area and Incidence**

This Agreement is made between Australian Co-operative Foods Limited and its employees engaged at its Bomaderry plant site, (excluding employees covered by Part A of Clause 6 of the Milk Treatment etc and Distribution (State) Award and Rural Trading employees and employees engaged in Country Stores and Auto Centres), in the classifications set out in Appendix A to the Agreement.

### **2. Supersession of Previous Enterprise Agreements**

It is hereby acknowledged between the parties that the current enterprise agreement applicable to the above employees will be terminated in accordance with the NSW Industrial Relations Act 1996 upon registration of this Agreement.

### **3. Rates of Pay and Relationship to Award**

- (i) ACF will increase the current ordinary time rates as follows:
  - (a) To the rates shown in Column 1 of Appendix A from date of registration.
  - (b) To the rates shown in Column 2 of Appendix A from first pay period on or after 27 June 1997.
  - (c) To the rates shown in Column 3 of Appendix A from first pay period on or after 27 January 1998.
  - (d) To the rates shown in Column 4 of Appendix A from first pay period on or after 27 August 1998.
  - (e) To the rates shown in Column 5 of Appendix A from first pay period on or after 27 March 1999.
  - (f) To the rates shown in Column 6 of Appendix A from first pay period on or after 27 November 1999.

The new ordinary time rates of pay are detailed in Appendix A by award and classification.

- (ii) The Awards listed at Appendix C will regulate the rates of pay and conditions of employment of employees covered by this Agreement except to the extent that such rates and/or conditions of employment are inconsistent with this Agreement in which case the provisions of this Agreement shall apply. There shall be no further pay increase during the currency of this Agreement except where consistent with the provisions of a NSW State Wage Case decision. It is further agreed that any such increase shall be processed by way of a variation to this Agreement pursuant to Section 43 of the Act.

#### 4. Allowances

- (i) ACF will increase the current first aid, meal, leading hand, tool, laundry and shift allowances in line with increases in current ordinary time rates.
- (ii) A Cold Room allowance will be paid to employees required to perform their entire shift within a fully enclosed refrigerated warehouse or fully enclosed refrigerated distribution centre, where temperatures are artificially reduced below 5 degrees Celsius.

The monetary rates arising from this clause are set out in Appendix B to this Agreement.

#### 5. Objectives

The objectives on the Bomaderry Plant site are:

- Continuous improvement in quality of products and customer service.
- Satisfying consumers with value for money products.
- A work environment where people can contribute to the progress of the site.
- Harmonious work environment based on team structure.
- Continuous employee training and development.
- Clear and well understood performance goals developed in consultation with employees.
- Full support for marketing, sales and new product programs.
- Maintenance of high quality standards in product composition, presentation and distribution.

Meeting these objectives is vital to the future of ACF and the job opportunities of employees on this site.



## 6. Productivity

All employees will support and actively co-operate in all formal and informal improvement programs which increase productivity, efficiency and flexibility and reduce costs on the site.

## 7. Quality through Commitment (QTC)

All employees on the site are committed to continuous improvement in manufacturing processes, quality of products, distribution and customer service, and this process includes:

- Active employee participation in QTC teams.
- The identification of best practice in the key areas of site operations and the continuing implementation of workplace reform to achieve best practice.
- The development of work organisation structures which are more flexible and efficient.
- A continuing skills enhancement program which maximises the skills of every individual and gives each person more interesting and productive work.
- Maintaining a safe and healthy work place.
- A participative process which values the involvement and ideas of all employees.

## 8. Multi-Skilling

All employees on the site agree to continue their positive co-operation in becoming multi-skilled in order to maximise the productivity on the site.

A key element of multi-skilling is the upgrading and extension of every employee's skills and knowledge and using those skills acquired within each employee's capacity. This includes training and working within the normal functions applicable to the employee's designated award together with training and working across other award functions on the site. An employee's designated award is determined by those award functions for which the employee has principally been engaged and trained.

Multi-Skilling Examples:

- (i) Engine drivers and firemen will carry out fitting and restricted electrical work.
- (ii) Production, distribution and stores employees will perform machine adjustments, running repairs and routine mechanical maintenance.
- (iii) Mechanical trades employees will perform restricted electrical work and production work.
- (iv) Electrical trades employees will perform minor mechanical maintenance and production work.
- (v) Production, distribution, stores and trades (mechanical and electrical) employees will perform transport/driving duties.

Multi-skilling recognises that competency and safety should be the main factors which determine how work is performed. Central to this recognition is that there are no demarcations of any sort on the site provided employees are properly trained and qualified for the work tasks required of them.

It is paramount that multi-skilling should not be used in any way which places at risk the health and safety of any employees. In particular no employee can perform any work which he/she is not legally qualified to perform.

9. **Payment by E.F.T.**

Every employee on the site shall continue to be paid by electronic funds transfer to their nominated bank, building society or credit union account.

10. **Hours of work for full-time weekly employees only**

- (i) All employees on the site agree that the following hours of work provisions best meet the operating requirements of the site and that they will continue or be implemented upon registration of this Agreement. A variety of the following working patterns may be implemented in different sections or departments of the site as appropriate. ACF shall not alter the roster of an employee's ordinary hours of work without giving at least 7 days notice, provided that an employee and ACF may agree to a notice period of not less than 24 hours.
- (ii) The weekly ordinary hours of work shall be 38 hours per week or an average of 38 hours per week being calculated over an employee's work cycle.



(iii) Systems of working the 38 hour week

(a) Rostered Day Off (RDO) System

By employees working an average of 38 hours per week where each day worked consists of 8 ordinary hours of which 0.4 ordinary hours is banked to an RDO bank.

An individual employee may exercise freedom of choice to utilise their RDO bank as follows:

- (1) By an employee electing to take RDO's as leisure days. An RDO taken as a leisure day uses 7.6 hours from the employee's RDO bank.
- (2) By an employee electing not to take RDO's as leisure days and instead receiving payment for their full RDO bank accrual at 30th June each year.
- (3) By an employee electing not to take RDO's as leisure days and instead receiving payment for their full RDO bank each pay week.
- (4) An employee's election for option (1) (2) or (3) above must be made within two weeks of commencing employment. An election once having been made shall not be changed other than at 1st July each year except through unforeseen circumstances. An employee is entitled to consult with their Union Delegate both prior to making their initial election and when considering any subsequent change of election.
- (5) An employee who elects to receive either annual or weekly payments instead of taking RDO's as leisure days, shall not have these payments included for the purposes of calculation of annual and long service leave entitlements, i.e. annual or weekly payments do not form part of the ordinary pay of the employee.
- (6) An employee who elects to utilise their RDO bank as described in (1) or (2) above may request that the full RDO bank be paid to him or her at any time during the year.
- (7) An employee who elects to utilise their RDO bank as described in (1) above will be paid for the value of any banked RDO hours in excess of 6 days (45.6 hours) at 30th June each year.

Within the RDO system, overtime is payable after the conclusion of 8 ordinary hours on each rostered day.

(b) Fixed Hours System

By employees actually working up to 10 ordinary hours each day in one of the following work cycles:

38 ordinary hours within a work cycle not exceeding 7 consecutive calendar days; or

76 ordinary hours within a work cycle not exceeding 14 consecutive calendar days; or

152 ordinary hours within a work cycle not exceeding 28 consecutive calendar days.

e.g. 5 x 7.6 hours in a 7 day cycle  
or 4 x 8 hours and 1 x 6 hours in a 7 day cycle  
or 4 x 9.5 hours in a 7 day cycle  
or 3 x 10 hours and 1 x 8 hours in a 7 day cycle  
or a combination of days and hours over a 14, 21 or 28 calendar day cycle to achieve an average of 38 ordinary hours per week.

Within the fixed hours system, overtime is payable after the conclusion of the ordinary hours rostered for that day.

The working of a Fixed Hours System is subject to the agreement of ACF and the majority of employees in the section or sections or department concerned.

11. Sick Leave

- (i) An employee who cannot attend work because of personal illness or injury shall contact his or her supervisor or manager before the commencement of shift, or if that is not possible then at the earliest time thereafter.
- (ii) An employee shall furnish to ACF such evidence as ACF reasonably requires that he or she was unable, by reason of illness or injury, to attend for duty on the day or days for which paid sick leave is claimed.

- (iii) An employee shall furnish to ACF a certificate of a duly qualified medical practitioner in order to be entitled to payment for sick leave claimed in the following circumstances:
- (a) where the absence is three or more consecutive working days,  
or
  - (b) where there is an absence on a rostered working day either side of a public holiday or either side of a rostered day off or rostered days off

Nothing in this subclause limits ACF's rights under subclause (ii).

- (iv) An employee will not be entitled to single days of paid sick leave on more than three occasions in any year unless he or she produces to ACF a doctor's certificate for each occasion stating that he or she was unable to attend work on account of personal illness or injury.
- (v) An employee who has exhausted his or her entitlement to paid sick leave and who is then unable to attend for duty because of personal illness or injury shall furnish to ACF a certificate of a duly qualified medical practitioner in respect of all such unpaid absences.

## **12. Probationary Period**

New weekly employees will be engaged for a probationary period of up to three months during which their performance will be evaluated against appropriate criteria including required skills, capacity to learn, attendance, punctuality and attitude. Should an employee be found to be unsatisfactory during the probationary period, his or her employment will be terminated. In the case of casuals who are offered weekly employment, the probationary period will be reduced by the amount of their casual employment.

## **13. Abandonment of Employment**

An employee who is absent from work for three consecutive days or more without the consent of ACF and who has not made contact with his or her supervisor or manager shall be deemed to have abandoned his or her employment and shall be paid entitlements up to and including the last day worked.

## **14. Sunday Shift Work**

Rostered shift workers under the Butter, Cheese etc (State) Award working an ordinary shift on a Sunday shall be paid at the rate of time and three-quarters; provided that all time in excess of eight (8) hours shall be paid for at double time.





15. **Nominal Term**

This Agreement commences upon its registration and concludes on 27th November 1999. The Agreement may be varied or terminated in accordance with the NSW Industrial Relations Act.

16. **Declaration**

The parties to this Agreement declare that the Agreement was not entered into under duress.

17. **Settlement of Disputes**

To promote good industrial relations between employees on the site and ACF, the following procedure will be observed.

- (i) Where any problem, complaint, query, misunderstanding or grievance arises, the matter shall first be raised with the Supervisor of the work area. The Supervisor will make every effort to respond within 24 hours.
- (ii) In the event that the matter remains unresolved, the Union Delegate will attempt to resolve the matter with the Manager of the work area. The Manager will make every effort to respond within 24 hours.
- (iii) In the event of failure to resolve the matter at job level, discussion will take place between a Union Organiser and a Senior Manager on the site.
- (iv) If the matter is still unresolved, the Union Secretary or his/her representative will confer with Senior Management of the employer.
- (v) In the event of no agreement still being reached, the dispute will be referred to the Industrial Relations Commission of New South Wales for resolution.
- (iv) Normal work must continue under this Agreement and the relevant Awards and no bans or industrial action of any kind shall take place whilst this procedure is being followed.



## SKILLS-BASED CLASSIFICATION STRUCTURE

### 1. OBJECTIVE

The primary objective of continuing a skills-based classification structure is to provide a sound framework for developing and rewarding employees in a fair and equitable manner. By establishing an integrated structure with defined competency and training requirements at each level, avenues for career pathing will become clearer. In turn this will provide increased opportunities for structured individual development and progression.

Employees will benefit through opportunities to develop potential and increase their skill-base and through the more interesting and challenging work that will be required in each of the roles. A.C.F. will benefit through a structured organisation of work which will clearly define the skills required to achieve A.C.F. goals; more efficient and skilled employee performance, and increased flexibility of resources to meet changing customer needs.

### 2. CLASSIFICATION STRUCTURE

The classification structure has eleven levels. Complexity of work increases from Level 1 to Level 11. Classification is based on an analysis of the education, training, responsibilities, interpersonal and communication skills, work context and technical skills required in each role. Roles of similar overall complexity have been grouped together and are clearly differentiated from roles in the levels above and below.

#### *(i) Training*

Two types of training will be provided to enable employees to meet the required competencies within their respective roles.

#### *(a) Core Training Modules*

These modules refer to training which is relevant to competent performance in all roles within a particular classification level. Employees will be required to complete all of the Core Training Modules specified for classification levels up to and including the level in which they are classified.

#### *(b) On-Job Training*

Structured on-job training will be provided to enable all employees to achieve the required level of competence in their respective roles, including training to perform Additional Responsibilities.

#### *(ii) Multi-skilling*

Multi-skilling is an integral aspect of the classification structure. Employees will be required to multi-skill in accordance with Clause 8 of the Agreement.



**(ii) Skill Flexibility**

Employees will continue to be required to perform any work for which they are trained and qualified (including meeting any legal requirements). This will apply both within their current level, and at lower classification levels.

**(iv) Periodical Review of Roles**

Employees will continue to participate in programs designed to improve quality and efficiency. It is therefore likely that roles will naturally evolve over time as employees become more highly skilled and accountable in their work. To ensure that roles are classified fairly, there will be regular reviews of roles by A.C.F., each review to occur within twelve months of the previous review.

**3. EMPLOYEES CLASSIFICATION**

**(i) Initial Classification**

Employees will be classified at the level for which they have principally been engaged and trained.

**(ii) Subsequent Movement to a Higher Classification Level**

Generally, once employees are competent in all aspects of their roles, they will be encouraged to continue to develop their skills and work towards progressing through the structure. Movement to a higher classification level can only occur when:

- the employee meets all of the criteria (Core Modules, Qualifications/Licencing and Additional Responsibilities for the Role) for the present classification level, the lower classification levels and the higher classification level, AND
- a role is available (with the exception of any of the multi-skilled roles), or, the present role is re-classified by A.C.F. as a result of sufficient additional skill and responsibility.

4.



### ORDINARY TIME RATES

CLASSIFICATION LEVEL	Column 1	Column 2	Column 3	Column 4	Column 5	Column 6
	First Pay Period on or after:					
	Registration	27.6.97	27.1.98	27.8.98	27.3.99	27.11.99
TECHNICIAN LEVEL 1	420.75	431.28	442.06	453.12	464.44	476.05
TECHNICIAN LEVEL 2	441.25	452.29	463.60	475.19	487.07	499.25
TECHNICIAN LEVEL 3	446.50	457.65	469.09	480.82	492.84	505.16
TECHNICIAN LEVEL 4	457.05	468.47	480.19	492.19	504.49	517.11
TECHNICIAN LEVEL 5	475.00	486.88	499.05	511.52	524.31	537.42
TECHNICIAN LEVEL 6	520.00	533.00	546.33	559.98	573.98	588.33
TECHNICIAN LEVEL 7	527.78	540.97	554.49	568.35	582.56	597.13
TECHNICIAN LEVEL 8	562.00	576.05	590.45	605.21	620.34	635.85
TECHNICIAN LEVEL 9	585.00	599.63	614.62	629.98	645.73	661.87
TECHNICIAN LEVEL 10	610.00	625.25	640.88	656.90	673.33	690.16
TECHNICIAN LEVEL 11	685.00	702.13	719.68	737.67	756.11	775.00

#### 5. CLASSIFICATION LEVELS AND ROLES

Within each level, employees are required to:

- (i) demonstrate competence in their roles, undertaking training where necessary, and
- (ii) undertake training during the period of the Agreement to achieve competence in the Additional Responsibilities, as specified in the following section of this Agreement.

##### 5.1 TECHNICIAN LEVEL 1

\* CORE MODULES: ACF INDUCTION PROGRAMME

\* ROLE:

**Entry Level Role** Initial training period for Level 2 functions.

##### 5.2 TECHNICIAN LEVEL 2

\* CORE MODULES: BASIC OHS&S PROCEDURES  
 BASIC QUALITY PRINCIPLES  
 BASIC HYGIENE and CLEANING  
 WORKPLACE COMMUNICATION  
 BASIC MATERIALS HANDLING

\* ROLES:

**Site Cleaner**

*Additional Responsibilities:* Quality and efficiency improvement



**Office Cleaner**

*Additional Responsibilities:* Quality and efficiency improvement

**Production Assistant 1**

*Additional Responsibilities:* Quality and efficiency improvement  
Assist in basic production functions, as required

**Storeperson**

**- Basic Cold Room Duties**

*Additional Responsibilities:* Quality and efficiency improvement

**Gardener**

*Additional Responsibilities:* Quality and efficiency improvement

**5.3 TECHNICIAN LEVEL 3**

- \* CORE MODULES: CUSTOMER SERVICE  
ADVANCED MATERIALS HANDLING  
HACCP  
INTERMEDIATE HYGIENE and CLEANING
  
- \* ROLES:

**Production Assistant 2**

*Additional Responsibilities:* Detailed machine knowledge  
Knowledge of products, customer requirements  
Knowledge of finished goods handling procedures

**Storeperson-Distribution Centre 1**

*Additional Responsibilities:* Improved customer service  
Knowledge of distribution runs and packaging functions for distributors  
Understanding of stock histories and daily control procedures  
Team work to improve efficiency

**5.4 TECHNICIAN LEVEL 4**

- \* CORE MODULES: PRODUCT KNOWLEDGE  
SANITISATION PROCEDURES  
BASIC PC SKILLS  
ACF OPERATIONS
  
- \* ROLES

**Machine Operator**

*Additional Responsibilities:* Basic machine maintenance  
 Basic set-up, adjustment and line change procedures  
 Training of other operators  
 Understanding of sampling and calibration techniques  
 Machine-specific training by supplier

**Batcher/Mixer**

*Additional Responsibilities:* Knowledge of sampling techniques  
 Quality and efficiency improvement  
 Competent in product testing and sampling techniques

**Storeperson - Warehouse**

*Qualifications/Licencing:* Fork Lift Licence

*Basic Requirements:* Demonstrated competence in:  
 Data entry techniques  
 Stock control and reconciliation  
 Purchasing

*Additional Responsibilities:* Generation of reports, data entry techniques  
 Compilation of orders  
 Basic Forklift maintenance  
 Understanding of product properties and customer requirements

**Crate Operator**

*Qualifications/Licencing:* Fork Lift Licence  
 Class 5B Licence

*Additional Responsibilities:* Basic Fork Lift maintenance  
 Understanding of relevant OH&S issues  
 Quality and efficiency improvement

**Storeperson - Distribution Centre 2**

*Qualifications/Licencing:* Fork Lift Licence

*Additional Responsibilities:* Improved customer service  
 Knowledge of distribution runs and performing functions for distribution runs  
 Understanding stock histories and daily control procedures  
 Team work to improve efficiencies



## 5.5 TECHNICIAN LEVEL 5

\* CORE MODULES: ADVANCED HYGIENE and CLEANING  
PRODUCT TESTING

\* ROLES:

### Evaporator Operator

*Qualifications/Licencing:* Evaporator Operator's Certificate  
Milk Grading Certificate

*Additional Responsibilities:* Understanding of basic microbiology  
Quality and efficiency improvement

### Laboratory Technician 1

*Qualifications/Licencing:* Milk Grading Certificate  
Milk Testing Certificate

*Additional Responsibilities:* Apply sampling and sub-sampling procedures  
Complete chemical analysis, microbiology testing  
Understanding packaging and control room functions  
Demonstrate competence in farm identification

### Multi-Skilled Operator 1

*Qualifications/Licencing:* Milk Grading Certificate

*Basic Requirements:* Demonstrated competence in two or more Level 4 roles

### Clerk

*Additional Responsibilities:* Demonstrate competence in all aspects of job  
Quality and efficiency improvement  
Understanding customer requirements  
Product knowledge

## 5.6 TECHNICIAN LEVEL 6

\* CORE MODULES: ADVANCED OH&S  
PROBLEM SOLVING TECHNIQUES  
PRODUCT PROPERTIES and COMPOSITION  
QA PROCEDURES and PRACTICES

\* ROLES:

### Control Room Operator 1

*qualifications/Licencing:* Milk Testing Certificate  
Grading Certificate  
Milk Pasteurisation Certificate  
Fire Tube Boiler Certificate



*Additional Responsibilities:* Knowledge of Alert 500 functions and operations  
 Knowledge of all processing and packaging equipment and procedures  
 Competent in product testing and sampling techniques

**Laboratory Technician 2**

*Qualifications/Licencing:* Milk Grading Certificate  
 Milk Testing Certificate  
 TAFE Food Technology Associate Diploma or equivalent

*Additional Responsibilities:* Understanding of Control Room functions  
 Knowledge of Aust. Standard Methods for Testing  
 Understanding of Evaporator functions

**Plant Serviceperson**

*Qualifications/Licencing:* Milk Grading Certificate  
 Open Class Boiler Certificate  
 Refrigeration Certificate

*Additional Responsibilities:* Quality and efficiency improvement

**Clerk**

*Additional Responsibilities:* Demonstrate competence in all aspects of job  
 Quality and efficiency improvement  
 Understand customer requirements  
 Product knowledge

**5.7 TECHNICIAN LEVEL 7**

\* CORE MODULES: INTERMEDIATE PC SKILLS  
 REPORT WRITING SKILLS  
 TIME MANAGEMENT

\* ROLES:

**Fitter**

*Qualifications/Licencing:* Milk Grading Certificate  
 TAFE Trade Certificate - Mechanical

*Additional Responsibilities:* Production team member  
 Quality and efficiency improvement

**Multi-Skilled Operator 2**

*Qualifications/Licencing:* Milk Grading Certificate

*Basic Requirements:* Demonstrated competence in two or more Level 6 roles



### **Driver**

*Qualifications/Licencing:* Milk Grading Certificate  
Class 5B Licence, Advanced Driver Certificate  
Minimum 2 years on-road experience

*Additional Responsibilities:* Demonstrated competence in Bulk and Distribution functions  
Basic transport maintenance



## **5.8 TECHNICIAN LEVEL 8**

\* CORE MODULES:

\* ROLES:

### **Multi-Skilled Laboratory Technician**

*Qualifications/Licencing:* Milk Grading Certificate  
Milk Pasteurisation Certificate  
Milk Testing Certificate  
TAFE Food Technology Associate Diploma or equivalent

*Basic Requirements:* Competent in all areas of laboratory operation, product analysis and recording  
Knowledge of Control Room functions and operation  
Demonstrate a capacity for organisational, leadership and decision making skills

### **Secretary**

*Additional Responsibilities:* Demonstrate competence in all aspects of the job  
Quality and efficiency improvement

### **Control Room Operator 2**

*Qualifications/Licencing:* Milk Grading Certificate  
TAFE Supervisor's Course

*Additional Responsibilities:* Knowledge of Alert 500 hardware and software  
Develop and train Control Room operators  
Maintain and improve QA systems  
Prepare instructions and reports  
Demonstrate a capacity for organisational, leadership and decision making skills

## **5.9 TECHNICIAN LEVEL 9**

\* CORE MODULES:



\* ROLES:

**Mechanical Tradesperson**

*Qualifications/Licencing:* TAFE Trade Certificate - Mechanical  
Refrigeration Engine Driver's Certificate  
Boiler Certificate  
Post trade - Industrial Hydraulics or Industrial Pneumatics

*Additional Responsibilities:* Operation and principles of Trade Waste system  
Knowledge of plant layout  
Knowledge of process and packaging equipment  
Work with and co-ordinate production teams

**Electrical Tradesperson**

*Qualifications/Licencing:* TAFE Trade Certificate - Electrical  
Milk Grading Certificate  
Refrigeration Engine Driver's Certificate

*Additional Responsibilities:* Knowledge of plant layout  
Knowledge of process and packaging equipment

**5.10 TECHNICIAN LEVEL 10**

\* CORE MODULES:

\* ROLES:

**Plant Electrician**

*Qualifications/Licencing:* TAFE Trade Certificate - Electrical  
Milk Grading Certificate  
Electrical Licence

*Additional Responsibilities:* Quality and efficiency improvement  
High voltage experience

**Multi-Skilled Tradesperson**

*Qualifications/Licencing:* TAFE Trade Certificate - Mechanical  
TAFE Trade Certificate - Electrical  
Milk Grading Certificate  
Electrical Licence

*Additional Responsibilities:* Quality and efficiency improvement

**5.11 TECHNICIAN LEVEL 11**

\* CORE MODULES:



★ ROLES:

**Electronics Tradesperson**

*Qualifications/Licencing:*

TAFE Trade Certificate  
Post Trade - Electronics  
Milk Grading Certificate  
Electrical Licence

*Additional Responsibilities:* High voltage experience

## ALLOWANCES



1. BUTTER, CHEESE & BACON FACTORIES & MILK & CREAM  
CONDENSERIES (STATE) AWARD

		First Pay Period on or after:					
		27.11.96	27.6.97	27.1.98	27.8.98	27.3.99	27.11.99
(i)	Leading Hand per week						
	in charge of 2-10	10.50	10.77	11.04	11.31	11.60	11.89
	in charge of more than 10	12.66	12.98	13.30	13.63	13.97	14.32
(ii)	Meal	5.19	5.32	5.45	5.59	5.72	5.87
(iii)	First Aid per week	7.88	8.08	8.28	8.49	8.70	8.92
(iv)	Laundry per week	4.12	4.22	4.33	4.44	4.55	4.66
(v)	Cold Room per hour	0.36	0.37	0.38	0.39	0.40	0.41
(vi)	Shift per shift						
	Early morning	6.71	6.88	7.05	7.23	7.41	7.60
	Afternoon	8.78	9.00	9.23	9.46	9.70	9.94
	Night	11.08	11.36	11.64	11.93	12.23	12.54
	Fixed Afternoon/Night per shift extra	1.23	1.26	1.29	1.32	1.36	1.39

2. CLERICAL & ADMINISTRATIVE EMPLOYEES (STATE) AWARD

		First Pay Period on or after:					
		27.11.96	27.6.97	27.1.98	27.8.98	27.3.99	27.11.99
(i)	Meal	8.00	8.19	8.40	8.61	8.82	9.05
(ii)	First Aid per week	6.97	7.14	7.32	7.51	7.69	7.89

3. METAL & ENGINEERING INDUSTRY (NEW SOUTH WALES) AWARD

		From the first pay period on or after:					
		27.11.96	27.6.97	27.1.98	27.8.98	27.3.99	27.11.99
(i)	Tool Allowance per week	9.64	9.88	10.12	10.38	10.64	10.90
(ii)	Meal Allowance	6.87	7.04	7.22	7.40	7.58	7.77
(iii)	First Aid Allowance per week	9.02	9.25	9.48	9.71	9.96	10.21
(iv)	Leading Hand per week						
	in charge of 3-10	19.78	20.28	20.78	21.30	21.84	22.38
	in charge of 11-20	29.52	30.26	31.01	31.79	32.58	33.40
	in charge of more than 20	37.62	38.56	39.52	40.51	41.52	42.56

4. ENGINE DRIVERS, GENERAL etc (STATE) AWARD

		From the first pay period on or after:					
		27.11.96	27.6.97	27.1.98	27.8.98	27.3.99	27.11.99
(i)	Meal Allowance	6.15	6.30	6.46	6.62	6.79	6.96
(ii)	Leading Hand per week						
	in charge of 3-10	18.04	18.49	18.95	19.43	19.91	20.41
	in charge of 11-20	26.96	27.63	28.32	29.03	29.76	30.50
	in charge of more than 20	34.24	35.09	35.97	36.87	37.79	38.73

5. ELECTRICIANS (STATE) AWARD

		From the first pay period on or after:					
		27.11.96	27.6.97	27.1.98	27.8.98	27.3.99	27.11.99
(i)	Tool Allowance per week	9.43	9.67	9.91	10.16	10.41	10.67
(ii)	Meal Allowance	6.87	7.04	7.22	7.40	7.58	7.77
(iii)	First Aid Allowance per day	1.72	1.75	1.80	1.84	1.89	1.94
(iv)	Leading Hand per week	30.85	31.62	32.41	33.22	34.06	34.91



Butter, Cheese and Bacon Factories and Milk and Cream Condenseries etc, (State) Award

Clerical & Administrative Employees (State) Award

Metal & Engineering Industry (New South Wales) Award

Engine Drivers etc, General (State) Award

Electricians (State) Award

Milk Treatment etc & Distribution (State) Award

Signed for and on behalf of Australian Co-operative Foods Limited

*[Signature]*  
Signed

2<sup>nd</sup> July 1997  
Date  
Registered Enterprise Agreement Registrar

Signed for and on behalf of Employees

*[Signature]*  
Signed

19. 5. 97  
Date

*[Signature]*  
Signed

19. 5. 97  
Date

A Collier  
Signed

19 5 - 97  
Date

*[Signature]*  
Signed

19. 5. 97  
Date

W. Williams  
Signed

19 - 5 - 97  
Date

A E Body  
Signed

27 - 5 - 97  
Date

*[Signature]*  
Signed

27 - 5 - 97.  
Date

*[Signature]*  
Signed

27. 5. 97  
Date

*[Signature]*  
Signed

27. 5. 97.  
Date

S Lovell  
Signed

27 - 5 - 97  
Date

Signed

Date

Signed

Date

Signed

Date

Signed

Date