

REGISTER OF
ENTERPRISE AGREEMENTS



ENTERPRISE AGREEMENT NO: EA97/205

TITLE: Norwest Limited Maintenance Workers Agreement

I.R.C. NO: 97/5838

DATE APPROVED/COMMENCEMENT: 21 November 1997 and commenced from the first complete pay period commencing on or after 21 November 1997

TERM: 12 months

NEW AGREEMENT OR
VARIATION: New. Replaces EA 264/95

GAZETTAL REFERENCE:

DATE TERMINATED:

NUMBER OF PAGES: 6

COVERAGE/DESCRIPTION OF

EMPLOYEES: Fitters and Plant Mechanics at Old Windsor Road, Baulkham Hills 2153

PARTIES: Norwest Limited -&- Gregory Bennett, Matthew Bossini, Nigel Ezzy, Trevor Havies, Ronald Paull, Patrick Schembri

1.

TITLE

This agreement shall be known as the **Norwest Limited Maintenance Workers Agreement.**



2.

ARRANGEMENT

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3.

OBJECTS OF PARTIES

It is the objective of the parties to this agreement to implement workplace practices so as to provide for working arrangements which improve the productivity of the company, enhance job satisfaction and assist positively towards ensuring that Norwest Limited becomes a more efficient enterprise.

The parties agree that the objectives of this agreement are to facilitate -

- (a) workplace productivity;
- (b) the development and maintenance of the most productive and harmonious working relationship obtainable;
- (c) teamwork and the avoidance of demarcation.

4.

AREA, INCIDENCE AND PARTIES BOUND

This agreement shall be binding upon Norwest Limited operating at and from Old Windsor Road, Baulkham Hills and fitters and plant mechanics employed by the company.

5.

DATE AND PERIOD OF OPERATION

This agreement shall take effect from the date of approval by the Industrial Relations Commission and shall remain in force for a period of one year.

6.

RELATIONSHIP TO PARENT AWARD

The terms of the Metal and Engineering Industry (NSW) Award shall continue to apply to the parties other than to the extent of any inconsistency with the terms of this agreement. In the event of inconsistency the terms of this agreement shall prevail.

WAGES

7.

The weekly wage rates for ordinary hours and classifications shall be as set out in Appendix "A" attached.

Wages shall be increased by 5% from the date of registration by the Registrar.

The rates as set out in Appendix "A" contain a component for disability payments which include :

Confined spaces
Dirty work
Height money
Hot places
Wet places.



This payment will form part of the ordinary time rate of pay and will be paid for all purposes.

8.

CONTINUATION OF WORK

- (a) To enable the maximum utilisation of machinery, starting times for meal breaks of maintenance workers may be staggered which will allow maintenance or repair work to continue for the whole shift when necessary.
- (b) Where appropriate training has been undertaken maintenance workers will operate machines for short periods so that production may be maintained.
- (c) Maintenance or repair work will continue during the change of shift. This will assist in minimising the down time of the machines and increase plant efficiency.

9.

STARTING TIME

The starting time for an individual employee or group of employees engaged on maintenance may be staggered so as to best accommodate the maintenance and repair of the machinery.

If the starting time for an individual employee or group of employees is altered the employee or employees will be advised of the circumstances which warrant the change so they will be fully informed of the company's needs.

10.

ADDITIONAL HOLIDAY

Where it is agreed between the employees and the company the additional holiday as prescribed in the Metal and Engineering Industry (NSW) Award may be added to an employee's period of annual leave or taken on a day mutually acceptable to both parties.

11.

SUPERVISORS

To allow for the most efficient running of the plant during periods of peak demand or during an emergency the employees party to this agreement agree that supervisors be permitted to carry out repairs and maintenance to machinery.

12.

TRAINING

All employees agree to undertake training which will enable them to work competently in all areas of the plant.

In general terms these areas will include:

Clay Preparation
Brickmaking
Kilns and Dryers
Packaging/Distribution.

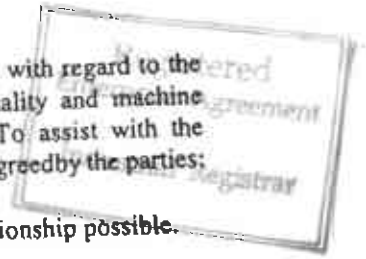
Maintenance employees will undertake training and when competent shall use those skills during routine maintenance.

13.

QUALITY ASSURANCE

The employees have agreed to the implementation of a Quality Assurance scheme which will provide the best quality product, customer service and productivity achievable by the company.

Under this scheme the employees are required to be involved in the decision-making process with regard to the quality of product. Employees will also document all information regarding product quality and machine productivity particularly with regard to the repair and maintenance of the machines. To assist with the implementation of this scheme and achieve better flexibility of the workforce the following is agreed by the parties:



- (a) Development and maintenance of the most productive and harmonious working relationship possible.
- (b) Flexibility of jobs and duties within and between the work areas, subject only to limitations imposed by individual skill levels.
- (c) Constantly seeking improvements in safety, quality, efficiency, housekeeping and work environment.
- (d) Take all steps necessary to avoid any action which disrupts continuity of operation by resolving problems effectively and speedily through full and open communication and reference to the disputes procedure set out in this document.
- (e) Establish and maintain open and direct communication with all employees on matters of mutual interest and concern.

14.

DEMARCATIION

The basic principle of this agreement is to ensure a flexible and productive enterprise focussed on continual improvement. For this reason and providing for the health and safety of all employees on the site, it is agreed that the employees shall in no way observe, impose or enforce any demarcation between themselves and any other personnel on site.

For this Agreement to operate it is intended every employee shall be willing to perform any task for which they have skills and appropriate training.

This agreement will ensure that all employees will work as a cohesive, co-operative team to achieve the most efficient and flexible operation possible.

15.

DISPUTES AND GRIEVANCE PROCEDUREDisputes Procedure:

The following procedure will be observed for a dispute between the company and the employees:

- (a) A question, dispute or difficulty must initially be dealt with as close to the source as possible, with graduated steps for further discussion and resolution at higher levels of authority.
- (b) Reasonable time levels must be allowed for discussion at each level of authority.
- (c) Whilst the above procedures are being followed, normal work must continue.
- (d) The employer and employees may be represented by their appropriate industrial organisation during each phase of the procedures.

Grievance Procedure:

The following procedure will be observed in relation to a grievance of an individual employee:

- (a) The employee is required to notify in writing the substance of the grievance, and request a meeting with the employer to discuss the matter.
- (b) The grievance must be dealt with as close to the source as possible, with graduated steps for further discussion and resolution at higher levels of authority.

- (d) At the conclusion of these discussions the employer shall provide a response to the employee's grievance.
- (e) Whilst these procedures are being followed, normal work must continue.
- (f) During any stage of these discussions the parties may be represented by the appropriate industrial organisation.



16.

BREAK AFTER OVERTIME

An employee who works as much overtime between the termination of his ordinary work on one day and the time for commencement of his ordinary shift on the next day that he would not have had at least eight consecutive hours of duty shall be released after completion of such overtime without loss of pay for ordinary working time occurring during such absence until the employee has had eight consecutive hours off duty.

If, on the instructions of his employer, the employee continues or resumes work without having had such eight consecutive hours off duty, he shall be paid at the rate of double time until he is released from duty and he shall be entitled to be absent without loss of pay for ordinary working time occurring during such absence until he has had eight consecutive hours off duty.

17.

RECALL TO WORK

An employee recalled to work overtime after leaving his employer's premises (whether notified before or after leaving the premises) shall be paid for a minimum of one hour's work at the appropriate rate for each time he is recalled, provided that, except in the case of unforeseen circumstances arising, the employee shall not be required to work for the full hour if the job he was recalled to perform is completed within a shorter period. The clause shall not apply in cases where it is customary for an employee to return to the employer's premises to perform a specific task outside his ordinary working hours, or where overtime is continuous, subject to a reasonable meal break with the completion or commencement of ordinary time.

18.

DECLARATION

The parties declare that this agreement:

- (a) is not contrary to the public interest;
- (b) is not unfair, harsh or unconscionable;
- (c) was at no stage entered into under duress;
- (d) reflects the interests and decrees of the parties.

SIGNED BY THE PARTIES TO THE AGREEMENT

Signed for Norwest Limited

[Signature]
Signature

A.G. PADDEN
Please print name



25-9-97.
Date

Signed for and on behalf of the Maintenance Employees employed by Norwest Limited.

P. Schembri
Signature

PATRICK Schembri
Please print name

H. Jones
Signature

MATTHEW BOSSINI
Please print name

[Signature]
Signature

NICOL EZZO
Please print name

[Signature]
Signature

Ben Paul
Please print name

[Signature]
Signature

T. HAUCES
Please print name

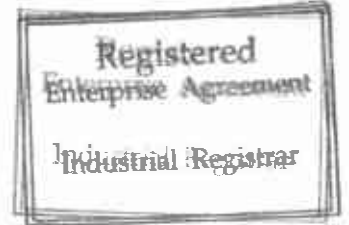
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Signature

GREG BELWETZ
Please print name

24-9-97
Date

APPENDIX "A"

Classifications and Wage Rates



The base rate for 38 ordinary hours worked shall be -

	<u>Award Rate</u>	<u>Current Rate</u>	<u>New Rate including 5% increase</u>
Fitters and Plant Mechanics	\$451.20	\$478.58	502.51