

AP796561CRV - Social and Community Services - Victoria - Award 2000

This AIR consolidated award incorporates all amendments up to and including 9 October 2008 (variation [PR983341](#)).

Clauses affected by the most recent amendment(s) are:

- [24. Meal break and meal allowance](#)
- [25. On-call allowance](#)
- [27. Sleepover allowance](#)
- [29. Travel allowance](#)

About this Award:

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AP796561CRV [Pre-Reform AIR Consolidation]

AUSTRALIAN INDUSTRIAL RELATIONS COMMISSION

Workplace Relations Act 1996
s.113 application for variation

Australian Municipal, Administrative, Clerical and Services Union
(C No. 37146 of 1999)

Review of award pursuant to Item 51 of Part 2 of Schedule 5 of the
Workplace Relations and Other Legislation Amendment Act 1996
(C No. 00173 of 1998)

SOCIAL AND COMMUNITY SERVICES (INTERIM) AWARD 1995
(ODN C No. 22500 of 1991)
[Print M5778 [S0825]]

Various employees	Health and welfare services
COMMISSIONER HINGLEY	MELBOURNE, 6 JULY 2000

Award simplification.

ORDER

A. Further to the decision issued by the Commission on 7 January 2000 [Print S2329], the above award is varied as follows:

By deleting all clauses and inserting the following:

PART 1 - APPLICATION AND OPERATION OF AWARD

1. AWARD TITLE

This award shall be known as the Social and Community Services - Victoria - Award 2000.

2. ARRANGEMENT

[2 amended by [PR949566](#) [PR959337](#) [PR967338](#) [PR968429](#)]

This award is arranged as follows:
(an alphabetical index is appended to the award)

Part 1 - Application and operation of award

1. Award title
2. Arrangement [[PR968429](#)]
3. Parties bound and relationship with other awards
4. Date of operation
5. Posting of award

Part 2 - Award flexibility

6. Enterprise flexibility provisions
7. Facilitative provisions

Part 3 - Consultation and dispute resolution

8. Dispute avoidance and grievance procedure
9. Anti-discrimination

Part 4 - Terms of employment

10. Types of employment [[PR967338](#)]
11. Termination of employment and redundancy [[PR949556](#)]
- 11A. Notice of termination [[PR949556](#)]
- 11B. Redundancy [[PR949556](#)]
- 11C. Redundancy disputes [[PR949556](#)]

Part 5 - Wages and related matters

12. Hours of work [[PR954114](#)]
13. Classifications, definitions, wage rates, training and professional development
- 13A. Transitional Wage Rates for Victoria - Application of Common Rule Award

14. [Payment of wages](#)
15. [Part-time employment rates \[PR954114\]](#)
16. [Rest periods](#)
17. [Occupational superannuation](#)
18. [Accident make-up pay](#)

Part 6 - Overtime, shift work, weekend work and holidays

19. [Overtime \[PR935647\]](#)
20. [Penalty rates for shift work \[PR964780\]](#)
21. [Special rates for Saturdays and Sundays \[PR961335\]](#)
22. [Public holidays \[PR954114\]](#)

Part 7 - Allowances

23. [Higher duties allowance](#)
24. [Meal break and meal allowance \[PR983341\]](#)
25. [On-call allowance \[PR983341\]](#)
26. [Re-call allowance](#)
27. [Sleepover allowance \[PR983341\]](#)
28. [Telephone allowance](#)
29. [Travel allowance \[PR983341\]](#)
30. [Travelling expenses](#)
31. [Uniforms and protective clothing allowance](#)

Part 8 - Leave

32. [Annual leave and leave loading \[PR967338\]](#)
33. [Personal leave \[PR967338\]](#)
- 33A. [Bereavement leave \[PR967338\]](#)
34. [Parental leave \[PR967338\]](#)
35. [Long service leave \[PR968429\]](#)
- 35A. [Long service leave - other \[PR968429\]](#)
36. [Jury service](#)

[Appendix A - Respondency list](#)

[Appendix B \[PR953224\]](#)

3. PARTIES BOUND AND RELATIONSHIP WITH OTHER AWARDS

3.1 This award shall apply within the State of Victoria and shall be binding on:

3.1.1 the Australian Municipal, Administrative, Clerical and Services Union (ASU); and

3.1.2 the employers listed in Appendix A - Respondency list of this award;

in respect of persons eligible to join the Australian Services Union employed in the occupation of social worker for when a necessary condition of employment is a degree or diploma with a major study in social work and for the occupation of recreation worker,

welfare worker, youth worker, community development worker and social planner.

3.2 This award supersedes the Social and Community Services (Interim) Award 1995 [Print M5778 [AW796561]], but no right, obligation or liability in respect of allowable matters accrued or incurred under such previous award will be affected.

4. DATE OF OPERATION

This award comes into force from the beginning of the first full pay period commencing on or after 7 January 2000 and shall remain in force for a period of twelve months.

5. POSTING OF AWARD

A copy of this award shall be exhibited by each employer on work premises in a place accessible to all employees.

PART 2 - AWARD FLEXIBILITY

6. ENTERPRISE FLEXIBILITY PROVISIONS

(Refer ss.113A and 113B of *Workplace Relations Act 1996*)

Where an employer or employees wish to pursue an agreement at the enterprise or workplace about how the award should be varied so as to make the enterprise or workplace operate more efficiently according to its particular needs the following process shall apply:

- 6.1** A consultative mechanism and procedures appropriate to the size, structure and needs of the enterprise or workplace shall be established.
- 6.2** For the purpose of the consultative process the employees may nominate the Union or another to represent them.
- 6.3** Where agreement is reached an application shall be made to the Australian Industrial Relations Commission.

7. FACILITATIVE PROVISIONS

7.1 This award contains facilitative provisions which provide for agreement to be reached between an individual employer and the union and/or an employee on how specific award provisions are to apply at the workplace or enterprise level. Facilitative provisions are not to be used as a device to avoid award obligations nor should they result in unfairness to an employee or employees covered by this award.

7.2 Facilitative provisions in this award are contained in the following clauses:

Subject matter	Clause number
Hours of work	12.3
Payment of wages	14.

Payment of loading to part-time employees	15.2
Time off in lieu for overtime payment	19.3
Substitution of public holidays for another day	22.8
Taking of annual leave	32.4

PART 3 - CONSULTATION AND DISPUTE RESOLUTION

8. DISPUTE AVOIDANCE AND GRIEVANCE PROCEDURE

- 8.1** It is the objective of this clause to ensure that grievances are resolved by negotiation and discussion between the parties in order to avoid industrial disputation.
- 8.2** To aid in the avoidance of industrial disputes and maintain co-operative workplace relations, the employer and employees shall establish a consultative mechanism and adopt procedures appropriate to the size and structure of the organisation.
- 8.3** Measures raised by the employer and employees for consideration consistent with the objective of this clause shall be proceeded through the consultative mechanism.
- 8.4** The consultative mechanism shall comprise of equal numbers of persons representing management and the employees. Employees may nominate all or any of the representatives to be union representatives if desired.
- 8.5** The parties recognise that the consultation may not always avoid grievances and/or industrial disputes occurring. Where this occurs the following procedures will be followed.

8.6 Dispute and grievance procedure:

In the event of a dispute arising in the workplace the procedure to be followed to resolve the matter will be as follows:

- 8.6.1** An employee who has a dispute/grievance arising out of his/her employment shall have the right for the dispute/grievance to be heard through each level of line management:
- 8.6.1(a)** In the first instance the employee shall inform the immediate supervisor and they shall attempt to resolve the matter. A representative of the ASU (either a local representative or representative nominated by State Branch) or other representative nominated by the employee, may be present at the request of either party.
- 8.6.1(b)** If the employee still feels aggrieved, the employee shall inform the supervisor and the matter shall be referred to the departmental head or appropriate management representative who shall consult with the parties. A representative of the ASU, or representative as nominated, may be present at the request of either party.
- 8.6.1(c)** If the matter is still unresolved the matter shall be referred to senior management who shall consult with the parties.
- 8.6.1(d)** If after all reasonable steps have been taken in an endeavour to resolve the matter, as set out above, and the matter remains unresolved, then the ASU shall be advised in

writing and a meeting arranged with employer representative(s) and the ASU.

- 8.6.1(e)** Steps 8.6.1(a) to 8.6.1(d) inclusive shall take place within seven working days.
- 8.6.1(f)** In the event the matter remains unresolved the matter may be referred by either party to the Australian Industrial Relations Commission for resolution.
- 8.6.1(g)** Until the matter is determined work shall continue normally in accordance with the custom and practice existing before the dispute/grievance while discussions take place. No party shall be prejudiced as to the final settlement by the continuation of work.

8.6.1(g)(i) Health and safety matters are exempted from this paragraph.

- 8.6.1(h)** A **representative of the ASU** means a local representative of the union where such representation is available. In all other cases the State Branch shall nominate the representative.

All employees shall be handed a copy of these procedures on commencement of employment.

Provided that all persons employed under this award shall be given a copy of these procedures.

8.7 Dispute settlement - training leave

An ASU representative, or other appointed representative, shall be entitled to up to three days leave with pay each year, non-cumulative, to attend courses conducted by an approved and accredited training provider, agreed by the parties, and on the following conditions:

- 8.7.1** The scope, content and level of the courses are directed to the enhancement of the operation of effective settlement of disputes and dispute resolution procedures;
- 8.7.2** Reasonable notice is given by the union delegate/shop steward or other workplace representative;
- 8.7.3** The taking of leave is by agreement with the employer having regard to the employer's operational requirements;
- 8.7.4** The ASU representative, or other workplace representative, taking such leave shall be paid ordinary time earnings which normally become due and payable during the period of leave;
- 8.7.5** Leave of absence granted pursuant to this clause shall count as service for all purposes of this award.

9. ANTI-DISCRIMINATION

- 9.1** It is the intention of the respondents to this award to achieve the principal object in s.3(j) of the

Workplace Relations Act 1996 through respecting and valuing the diversity of the workforce by helping to prevent and eliminate discrimination on the basis of race, colour, sex, sexual preference, age, physical or mental disability, marital status, family responsibilities, pregnancy, religion, political opinion, national extraction or social origin.

9.2 Accordingly, in fulfilling their obligations under the disputes avoidance and settling clause, the respondents must make every endeavour to ensure that neither the award provisions nor their operation are directly or indirectly discriminatory in their effects.

9.3 Nothing in this clause is to be taken to affect:

9.3.1 any different treatment (or treatment having different effects) which is specifically exempted under the Commonwealth anti-discrimination legislation;

9.3.2 until 22 June 2000, or later dated determined by the Commission in accordance with s.143(1E) of the Act, the payment of different wages for employees who have not reached a particular age;

9.3.3 an employee, employer or registered organisation, pursuing matters of discrimination in any State or Federal jurisdiction, including any application to the Human Rights and Equal Opportunity Commission;

9.3.4 the exemption is s.170CK(3) and (4) of the Act.

PART 4 - TERMS OF EMPLOYMENT

10. TYPES OF EMPLOYMENT

At the time of engagement, an employer shall provide each employee with written advice of the terms of their employment which specifies whether they are full-time, part-time or casual, an outline of the duties of the position, details of hours and days of work, and pursuant to this award, the classification and rate of pay of the position, and any other relevant details attaching to the employment arrangement.

10.1 Full-time employment

A full-time employee shall mean an employee who is engaged to work 38 hours of ordinary time per week in accordance with the provisions of clause 12 - Hours of work, and who shall be entitled to all the benefits of this award.

10.2 Part-time employment

10.2.1 A part-time employee shall mean an employee who is engaged to work regular ordinary hours of less than 38 hours per week and shall be entitled to all the benefits of this award on a pro rata basis, except where the provisions specified in 15.1.2 apply. Any agreed variation to the regular pattern of work will be recorded in writing.

10.2.2 All time worked in excess of the hours as mutually arranged will be overtime and paid for at the rates prescribed in clause 19 - Overtime, of this award.

10.3 Casual employment

10.3.1 A casual employee means an employee who is engaged intermittently for work of an unexpected or casual nature and does not include an employee who could properly be engaged as a full-time or part-time employee.

10.3.2 A casual employee shall be engaged for a minimum of three consecutive hours each shift.

[10.3.3 varied by [S9342](#) ppc 07Jan00]

10.3.3 A casual employee shall be paid for such hours worked at a rate equal of 1/38th of the appropriate weekly rate prescribed in clause 13 - Classifications, definitions, wage rates, training and professional development, plus a loading of 25% for ordinary working hours without entitlement to sick leave or annual leave in accordance with the provisions of 15.1.2.

10.3.4 Caring responsibilities

[10.3.4 inserted by [PR967338](#) ppc 07Dec05]

10.3.4(a) Subject to the evidentiary and notice requirements in 33.6.1 and 33.6.2, casual employees are entitled to not be available to attend work, or to leave work:

if they need to care for members of their immediate family or household who are sick and require care and support, or who require care due to an unexpected emergency, or the birth of a child; or

upon the death in Australia of an immediate family or household member.

10.3.4(b) The employer and the employee shall agree on the period for which the employee will be entitled to not be available to attend work. In the absence of agreement, the employee is entitled to not be available to attend work for up to 48 hours (i.e. two days) per occasion. The casual employee is not entitled to any payment for the period of non-attendance.

10.3.4(c) An employer must not fail to re-engage a casual employee because the employee accessed the entitlements provided for in this clause. The rights of an employer to engage or not to engage a casual employee are otherwise not affected.

11. TERMINATION OF EMPLOYMENT AND REDUNDANCY

[11 deleted by [PR949556](#) ppc 13Jul04]

11A. NOTICE OF TERMINATION

[11A inserted by [PR949556](#) ppc 13Jul04]

11A.1 Notice of termination by employer

- 11A.1.1** In order to terminate the employment of an employee, four weeks' written notice shall be given by the employer.
- 11A.1.2** In addition to the notice in 11A.1.1, employees over 45 years of age at the time of the giving of the notice with not less than two years continuous service, are entitled to an additional week's notice.
- 11A.1.3** Payment in lieu of the prescribed notice in 11A.1.1 and 11A.1.2 must be made if the appropriate notice period is not required to be worked. Provided that employment may be terminated by the employee working part of the required period of notice and by the employer making payment for the remainder of the period of notice.
- 11A.1.4** The required amount of payment in lieu of notice must equal or exceed the total of all amounts that, if the employee's employment had continued until the end of the required period of notice, the employer would have become liable to pay to the employee because of the employment continuing during that period. That total must be calculated on the basis of:
- 11A.1.4(a)** the employee's ordinary hours of work (even if not standard hours); and
 - 11A.1.4(b)** the amounts ordinarily payable to the employee in respect of those hours, including (for example) allowances, loading and penalties; and
 - 11A.1.4(c)** any other amounts payable under the employee's contract of employment.
- 11A.1.5** The period of notice in this clause does not apply:
- 11A.1.5(a)** in the case of dismissal for serious misconduct;
 - 11A.1.5(b)** to apprentices;
 - 11A.1.5(c)** to employees engaged for a specific period of time or for a specific task or tasks;
 - 11A.1.5(d)** to trainees whose employment under a traineeship agreement or an approved traineeship is for a specified period or is, for any other reason, limited to the duration of the agreement; or
 - 11A.1.5(e)** to casual employees.
- 11A.1.6** Continuous service is defined in clause 35 - Long Service Leave.
- 11A.2** **Notice of termination by an employee**
- 11A.2.1** The notice of termination required to be given by an employee is the same as that required of an employer, save and except that there is no requirement on the employee to give additional notice based on the age of the employee concerned.
- 11A.2.2** If an employee fails to give the notice specified in 11A.1.1 the employer has the right to withhold monies due to the employee to a maximum amount equal to the amount the

employee would have received under 11A.1.4.

11A.3 Job search entitlement

Where an employer has given notice of termination to an employee, an employee shall be allowed up to one day's time off without loss of pay for the purpose of seeking other employment. The time off shall be taken at times that are convenient to the employee after consultation with the employer.

11A.4 Transmission of business

Where a business is transmitted from one employer to another, as set out in clause 11B - Redundancy, the period of continuous service that the employee had with the transmittor or any prior transmittor is deemed to be service with the transmittee and taken into account when calculating notice of termination. However, an employee shall not be entitled to notice of termination or payment in lieu of notice for any period of continuous service in respect of which notice has already been given or paid for.

11B. REDUNDANCY

[11B inserted by [PR949556](#) ppc 13Jul04]

11B.1 Definitions

11B.1.1 Business includes trade, process, business or occupation and includes part of any such business.

11B.1.2 Redundancy occurs where an employer has made a definite decision that the employer no longer wishes the job the employee has been doing done by anyone and that decision leads to the termination of employment of the employee, except where this is due to the ordinary and customary turnover of labour.

11B.1.3 Small employer means an employer who employs fewer than 15 employees.

11B.1.4 Transmission includes transfer, conveyance, assignment or succession whether by agreement or by operation of law and **transmitted** has a corresponding meaning.

11B.1.5 Week's pay means the ordinary time rate of pay for the employee concerned. Provided that such rate shall exclude:

- overtime;
- penalty rates;
- disability allowances;
- shift allowances;
- special rates;
- fares and travelling time allowances;
- bonuses; and
- any other ancillary payments of a like nature.

11B.2 Transfer to lower paid duties

Where an employee is transferred to lower paid duties by reason of redundancy the same period of notice must be given as the employee would have been entitled to if the employment had been terminated and the employer may at the employer's option, make payment in lieu thereof of an amount equal to the difference between the former ordinary rate of pay and the new ordinary time rate for the number of weeks of notice still owing.

11B.3 Severance pay

11B.3.1 Severance pay – other than employees of a small employer

An employee, other than an employee of a small employer as defined in 11B.1, whose employment is terminated by reason of redundancy is entitled to the following amount of severance pay in respect of a period of continuous service:

Period of continuous service	Severance pay
Less than 1 year	Nil
1 year and less than 2 years	4 weeks' pay*
2 years and less than 3 years	6 weeks' pay
3 years and less than 4 years	7 weeks' pay
4 years and less than 5 years	8 weeks' pay
5 years and less than 6 years	10 weeks' pay
6 years and less than 7 years	11 weeks' pay
7 years and less than 8 years	13 weeks' pay
8 years and less than 9 years	14 weeks' pay
9 years and less than 10 years	16 weeks' pay
10 years and over	12 weeks' pay

* **Week's pay** is defined in 11B.1.

11B.3.2 Severance pay – employees of a small employer

An employee of a small employer as defined in 11B.1 whose employment is terminated by reason of redundancy is entitled to the following amount of severance pay in respect of a period of continuous service:

Period of continuous service	Severance pay
Less than 1 year	Nil
1 year and less than 2 years	4 weeks' pay*
2 years and less than 3 years	6 weeks' pay
3 years and less than 4 years	7 weeks' pay
4 years and over	8 weeks' pay

* **Week's pay** is defined in 11B.1.

- 11B.3.3** Provided that the severance payments shall not exceed the amount which the employee would have earned if employment with the employer had proceeded to the employee's normal retirement date.
- 11B.3.4** Continuity of service shall be calculated in the manner prescribed by clause 35 - Long Service Leave. Provided that service prior to 13 July 2004 shall not be taken into account in calculating an entitlement to severance pay for an employee of a small employer pursuant to 11B.3.2.
- 11B.3.5** Application may be made for variation of the severance pay provided for in this clause in a particular redundancy situation in accordance with the *Redundancy Case Decision* [[PR032004](#), 26 March 2004] and the *Redundancy Case Supplementary Decision* [[PR062004](#), 8 June 2004].

11B.4 Employee leaving during notice period

An employee given notice of termination in circumstances of redundancy may terminate his/her employment during the period of notice set out in clause 11A - Notice of Termination. In this circumstance the employee will be entitled to receive the benefits and payments they would have received under this clause had they remained with the employer until the expiry of the notice, but will not be entitled to payment in lieu of notice.

11B.5 Alternative employment

11B.5.1 An employer, in a particular redundancy case, may make application to the Commission to have the general severance pay prescription varied if the employer obtains acceptable alternative employment for an employee.

11B.5.2 This provision does not apply in circumstances involving transmission of business as set in 11B.7.

11B.6 Job search entitlement

11B.6.1 During the period of notice of termination given by the employer in accordance with 11A.1, an employee shall be allowed up to one day's time off without loss of pay during each week of notice for the purpose of seeking other employment.

11B.6.2 If the employee has been allowed paid leave for more than one day during the notice period for the purpose of seeking other employment, the employee shall, at the request of the employer, be required to produce proof of attendance at an interview or he or she shall not receive payment for the time absent. For this purpose a statutory declaration will be sufficient.

11B.6.3 The job search entitlements under this subclause apply in lieu of the provisions of 11A.3.

11B.7 Transmission of business

11B.7.1 The provisions of this clause are not applicable where a business is before or after the date of this award, transmitted from an employer (in this subclause called the

transmittor) to another employer (in this subclause called the **transmittee**), in any of the following circumstances:

11B.7.1(a) Where the employee accepts employment with the transmittee which recognises the period of continuous service which the employee had with the transmittor and any prior transmittor to be continuous service of the employee with the transmittee; or

11B.7.1(b) Where the employee rejects an offer of employment with the transmittee:

in which the terms and conditions are substantially similar and no less favourable, considered on an overall basis, than the terms and conditions applicable to the employee at the time of ceasing employment with the transmittor; and

which recognises the period of continuous service which the employee had with the transmittor and any prior transmittor to be continuous service of the employee with the transmittee.

11B.7.2 The Commission may vary 11B.7.1(b) if it is satisfied that this provision would operate unfairly in a particular case.

11B.8 Employees exempted

[11B.8 substituted by [PR954114](#) ppc 01Dec04]

11B.8.1 This clause does not apply to:

11B.8.1(a) employees terminated as a consequence of serious misconduct that justifies dismissal without notice;

11B.8.1(b) probationary employees;

11B.8.1(c) apprentices;

11B.8.1(d) trainees;

11B.8.1(e) employees engaged for a specific period of time or for a specified task or tasks; or

11B.8.1(f) casual employees.

11B.8.2 Provided that clause 11B.8.1(e) hereof shall not apply to employees whose continued employment is dependent upon recurrent Government or other funding periods.

11B.9 Incapacity to pay

The Commission may vary the severance pay prescription on the basis of an employer's incapacity to pay. An application for variation may be made by an employer or a group of employers.

11C REDUNDANCY DISPUTES

[11C inserted by [PR949556](#) ppc 13Jul04]

- 11C.1** Paragraphs 11C.2 and 11C.3 impose additional obligations on an employer where an employer contemplates termination of employment due to redundancy and a dispute arises (a **redundancy dispute**). These additional obligations do not apply to employers who employ fewer than 15 employees.
- 11C.2** Where a redundancy dispute arises, and if it has not already done so, an employer must provide affected employees and the relevant union or unions (if requested by any affected employee) in good time, with relevant information including:
- the reasons for any proposed redundancy;
 - the number and categories of workers likely to be affected; and
 - the period over which any proposed redundancies are intended to be carried out.
- 11C.3** Where a redundancy dispute arises and discussions occur in accordance with this clause the employer will, as early as possible, consult on measures taken to avert or to minimise any proposed redundancies and measures to mitigate the adverse affects of any proposed redundancies on the employees concerned.

PART 5 - WAGES AND RELATED MATTERS

12. HOURS OF WORK

- 12.1** The hours for an ordinary week's work shall be 38 and shall be worked either:
- 12.1.1** in a week of five days in shifts not exceeding eight hours each; or
 - 12.1.2** in a fortnight of 76 hours in ten shifts not exceeding eight hours each; or
 - 12.1.3** in a four week period of 152 hours to be worked as nineteen shifts each of eight hours, subject to practicability; or
- 12.2** by mutual agreement:
- 12.2.1** in a week of four days in shifts not exceeding ten hours; or
 - 12.2.2** in a fortnight of 76 hours in eight shifts not exceeding ten hours each; or
- 12.3** Mutually agreed method, provided that the length of any ordinary shift shall not exceed ten hours and for youth workers shall not exceed twelve hours.
- 12.4** Subject to the provisions of this clause 80 hours may be worked in any two consecutive weeks but not more than 48 ordinary hours may be worked in any of such weeks.

[12.5 inserted by [PR954114](#) ppc 01Dec04]

12.5 The particular hours of work arrangement for each employee shall be recorded in writing in the wage record or on a document to be kept with the wage record, with a notation that the arrangement has either been stipulated under clause 12.1 hereof or agreed to under clauses 12.2 or 12.3 hereof. Where the hours have been set by agreement, the notation should be signed by the employee.

[12.6 inserted by [PR954114](#) ppc 01Dec04]

12.6 Employees whose hours of work are fixed in accordance with clause 12.1 hereof shall be entitled to overtime for all time worked in excess of the hours of work fixed for each day. Employees employed under clauses 12.2 and 12.3 hereof shall be entitled to be paid overtime on the basis of the particular arrangement of work that has been agreed. The particular overtime arrangement will be recorded in the wage record.

13. CLASSIFICATIONS, DEFINITIONS, WAGE RATES, TRAINING AND PROFESSIONAL DEVELOPMENT

13.1 Arbitrated safety net adjustment

[13.1 substituted by [T0270](#) [PR906869](#) [PR920035](#) [PR935647](#) [PR948627](#); [PR959337](#) ppc 09Jul05 (from 01Aug05 for Victorian employers bound to apply the terms of this award by [PR953224](#))]

13.1.1 The rates of pay in this award include the arbitrated safety net adjustment payable under the *Safety Net Review—Wages June 2005* decision [[PR002005](#)]. This arbitrated safety net adjustment may be offset against any equivalent amount in rates of pay received by employees whose wages and conditions of employment are regulated by this award which are above the wage rates prescribed in the award. Such above-award payments include wages payable pursuant to certified agreements, currently operating enterprise flexibility agreements, Australian workplace agreements, award variations to give effect to enterprise agreements and overaward arrangements. Absorption which is contrary to the terms of an agreement is not required.

13.1.2 Increases made under previous National Wage Case principles or under the current Statement of Principles, excepting those resulting from enterprise agreements, are not to be used to offset arbitrated safety net adjustments.

13.2 Social workers

13.2.1 Wage rates

[13.2.1 substituted by [T0270](#) [PR906869](#) [PR915829](#); corrected by [PR917503](#); substituted by [PR920035](#) [PR935647](#) [PR948627](#); varied by [PR959337](#) ppc 09Jul05 (from 01Aug05 for Victorian employers bound to apply the terms of this award by [PR953224](#))]

Social workers employed under this part of this award shall be paid the following rates:

Classification	Wages per week
	\$
Class I	

1st year	655.77
2nd year	687.37
3rd year	703.76
4th year	725.68
5th year	749.62
6th year	777.28
7th year and thereafter	796.25
Class II	
1st year	823.08
2nd year	849.68
3rd year	875.22
Class III	
1st year	894.80
2nd year	920.23
3rd year and thereafter	945.76
Class IV	
1st year	965.45
2nd year and thereafter	994.39

- 13.2.1(a)** Provided that the commencing wage for a Social Worker - Class I who is a graduate (other than in social work) of an Australian University shall be the rate prescribed for the second point of the classification Social Worker - Class I and provided further that the commencing wage for a Social Worker - Class I who holds a Bachelor of Social Work qualification which requires four years' study at an Australian University or College of Advanced Education or who holds the University of Melbourne combined Degree which includes its Diploma of Social Studies shall be the rate prescribed for third point of the classification of Social Worker - Class I.
- 13.2.1(b)** Progression within a class is based on the provisions set out at 13.6.
- 13.2.1(c)** Where the employment is for a period not exceeding the equivalent of three months' full-time and for a specific purpose the salary payable within the class range may be mutually agreed between the employer and employee, provided that the provisions of clause 15 - Part-time employment rates, shall also apply in the case of part-time workers.
- 13.2.1(d)** In the case of a social worker who has not worked as such for a period of four years or more and then seeks re-employment as such, without having undertaken

special refresher training or experience agreed by the employer to constitute adequate preparation for return to employment, the salary payable shall be:

During the first six months of re-employment - the first point of the appropriate class or the yearly rate which is three points lower than the worker's previous full-time years of experience, whichever is the higher;

During the second six months of re-employment - the rate to which the worker would have been entitled under this award during the worker's last period of full-time employment;

During the second year of re-employment and thereafter, the worker shall be paid according to 13.2.1.

13.2.1(e) Subject to 13.2.1(d) above and for the purposes of determining years of full-time practical experience in the case of part-time workers periods of continuous service equal to six months' full-time practical experience or more whether worked full or part-time shall be taken into account. Where service is not continuous for a six months' period, half the total time worked shall be taken into account.

13.2.2 The salary rates as set out in 13.2.1 shall apply as set out hereunder.

13.2.2(a) **Class I** means and includes all qualified persons who are appointed to work under the direction and supervision of more experienced social workers.

13.2.2(b) **Class II** means and includes all qualified persons who are appointed to work as such, who are not working under direct supervision and who have some administrative responsibility, including:

Social worker in charge of an agency or department with a staff of up to three social workers or with a staff of social workers plus other employees totalling at least six in number; or

The only social worker employed; or

Social worker responsible to senior social worker for a major activity or group of activities within an agency or department; or

Social worker appointed as assistant to a social worker in Class II; or

Case work supervisor.

13.2.2(c) **Class III** means and includes all qualified persons who are appointed as such to positions including:

13.2.2(c)(i) Social worker in charge of an agency or department with a staff of more than three and up to seven social workers, or with a staff of more than three social workers plus other employees totalling at least thirteen in number; or

13.2.2(c)(ii) Senior social worker specifically appointed as follows:
in charge of a designated training unit for social work students; or
assistant to Class IV; or

13.2.2(c)(iii) Any social worker in any position which requires special skill and experience and where the responsibilities are mutually agreed by employer and employee to be equal to those of a social worker appointed under 13.2.2(c)(i) hereof.

13.2.2(d) **Class IV** means and includes all qualified persons appointed as such who have senior administrative responsibility, including:

13.2.2(d)(i) Social worker in charge of an agency or department with a staff of eight or more social workers, or with a staff of social workers plus other employees totalling at least fourteen in number; or

13.2.2(d)(ii) Any social worker employed in a position the responsibilities of which are mutually agreed by employer and employee to be equal to those of a social worker employed under 13.2.2(d)(i) hereof.

For the purpose of determining the number of social workers and/or the total number of employees, as the case may be, in the charge and under the control and supervision of a social worker Class II, III or IV, the number for the purposes of those classifications shall be calculated by adding together all the ordinary hours worked per week by all such persons employed in the agency or department and every 38 hours or part thereof shall equal one social worker or other employee.

13.2.3 Definitions

13.2.3(a) **Social work** includes the assisting of an individual to achieve the best possible personal, family and social adjustment, the treatment of social problems by group techniques, research into social needs and anomalies and action undertaken to correct such needs and anomalies and community organisation.

13.2.3(b) **Social work agency** is an organisation the primary function of which is the undertaking of social work as defined herein.

13.2.3(c) **Social work department** is a department within an organisation where the primary function of that department is the undertaking of social work as defined herein.

13.3 Youth workers

13.3.1 Wage rates

[13.3.1 substituted by [T0270 PR906869 PR915829](#); corrected by [PR917503 PR918151](#); substituted by [PR920035 PR935647 PR948627](#); [PR959337](#) ppc 09Jul05 (from 01Aug05 for Victorian employers bound to apply the terms of this award by [PR953224](#))]

Youth workers employed under this part of the award shall be paid the following rates:

Trainees	% of first year unqualified youth worker	Wages per week
	%	\$
At 18 years	70	370.87
At 19 years	80	423.86
At 20 years	90	476.84
Unqualified youth worker (85% of youth worker - Class I)		
	1st year	529.82
	2nd year	557.05
	3rd year	568.08
	4th year	587.89
	5th year	603.35
	6th year	624.97
	7th year and thereafter	643.06
Qualified youth worker Class I		
	1st year	623.32
	2nd year	655.35
	3rd year	668.33
	4th year	691.63
	5th year	709.82
	6th year	735.26
	7th year	756.54
Qualified youth worker Class II		
	1st year	709.82
	2nd year	735.26
	3rd year	756.54
	4th year and thereafter	781.75
Qualified youth worker Class III		
	1st year	781.75
	2nd year	806.14
	3rd year and thereafter	825.63
Qualified youth worker Class IV		

1st year	844.89
2nd year	868.30
3rd year	889.90

13.3.1(a) For the purpose of this clause:

Progression within a class is based on the provisions set out at 13.6.

An Unqualified Youth Worker working without direct supervision by a qualified youth worker or social worker, and including persons employed under this subclause working as a sole youth worker, shall commence at the rate of unqualified youth worker, point 5.

13.3.2 Definitions

13.3.2(a) Unqualified Youth Worker means a person employed in youth work (as defined) who is not a qualified youth worker (as defined).

13.3.2(b) Youth Worker Class I means a qualified youth worker (as defined) appointed as such who performs his/her duties under direct supervision.

13.3.2(c) Youth Worker Class II means a qualified youth worker (as defined) who is the sole youth worker employed under this determination by the agency or who performs his/her duties without supervision.

13.3.2(d) Youth Worker Class III means a qualified youth worker (as defined) appointed as such who is not working under direct supervision and has administrative responsibility for four or less employees covered by this award who are employed as part of the permanent establishment on a regular weekly contract of employment of at least the normal full-time ordinary hours of such agency.

13.3.2(e) Youth Worker Class IV means a qualified youth worker (as defined) appointed as such who is not working under direct supervision and has administrative responsibility for more than four employees covered by this award who are employed as part of the permanent establishment on a regular weekly contract of employment of at least the normal full-time ordinary hours of such agency.

13.3.3 Provided that where an employee under this part is reclassified by his/her existing employer from Class I to Class II or Class II to Class III, the following shall apply:

A Youth Worker (qualified) Class I, 7th point, appointed to Class II shall be paid at Class II, 4th point;

A Youth Worker (qualified) Class I, 6th point, appointed to Class II shall be paid at Class II, 2nd point.

A Youth Worker (qualified) Class I, 5th point, appointed to Class II shall be paid at Class

II, 2nd point.

A Youth Worker (qualified) Class II, 4th point, appointed to Class III shall be paid at Class III, 2nd point.

13.3.4 This clause shall only apply to employees who are reclassified by their existing employer to Class II from Class I or Class III from Class II.

Qualified Youth Worker means an employee engaged in youth work (as defined) who holds a Diploma in Youth Studies (however titled) or a related tertiary qualification which requires at least three years' study at a University or College of Advanced Education with a major in the group dynamics and behavioural studies area.

13.3.5 Provided that an employee covered by this part of this award may, by way of practical experience in youth work or related areas of employment, be recognised by notice in writing by his/her employer as coming within the scope of this definition.

13.3.5(a) **Youth work** means working with or for young people towards their personal and social development during their transition from childhood to adulthood, by use of one or more of the following functions:

Collection and distribution of materials and information pursuant to their development and need;

Assistance in the resolution of specific problems;

Provision of activities and facility management for leisure time;

Liaison with and referral to other professionals and agencies;

Supportive counselling to young people with personal problems or those confronting crisis;

Coordination of activities or facilities for the development of independent living skills.

13.3.5(b) This definition shall be deemed to include outreach youth workers and any person carrying out youth work (as defined) with the exclusion of residential couples in any of:

13.3.5(b)(i) Community Youth Support Scheme (or similar project with unemployed youth, however titled).

13.3.5(b)(ii) Youth refuges and other emergency accommodation facilities for youth.

13.3.5(b)(iii) Non-government youth training centres.

13.3.5(b)(iv) Specified youth hostels, as follows:

Broadhurst Hostel
 Swinburne Lodge
 Bayside Community Youth Hostel
 Candover Place
 Carinya Hostel
 Diamond Valley Hostel
 Forsythe Home for Boys
 Harrison House
 Kemp Lodge
 Lismore House (Barwon Y.S.U.)
 Molloy House
 Raglan House Y.S.U.
 Forster House
 Brophy House
 Oman House
 Mater Dei
 St Martin's Hostel
 Ramsay Mailer Hostel
 Broadmeadows Youth Shelter
 Courtney
 Norman Craig Lodge
 Maryville
 Appleby Lodge

13.3.5(b)(v) Youth policy development.

13.4 Welfare workers

13.4.1 Wage rates

[13.4.1 substituted by [T0270 PR906869 PR915829](#); corrected by [PR917503](#); substituted by [PR920035 PR935647 PR948627](#); [PR959337](#) ppc 09Jul05 (from 01Aug05 for Victorian employers bound to apply the terms of this award by [PR953224](#))]

Welfare workers employed under this part of this award shall be paid the following rates:

Classification	Wages per week
	\$
Unqualified welfare worker (85% of welfare worker - Class I)	
1st year	502.13
2nd year	527.00
3rd year	535.61
4th year	553.79
5th year	567.72
6th year	587.71
7th year and thereafter	603.08
Qualified welfare worker Class I	

1st year	590.74
2nd year	620.00
3rd year	630.13
4th year	651.52
5th year	667.90
6th year	691.42
7th year and thereafter	709.51
Qualified welfare worker Class II	
1st year	667.90
2nd year	691.42
3rd year	708.97
4th year and thereafter	731.96
Qualified welfare worker Class III	
1st year	731.96
2nd year	755.26
3rd year and thereafter	774.41
Qualified welfare worker Class IV	
1st year	790.93
2nd year	811.99
3rd year	829.78

13.4.2 For the purpose of this clause:

13.4.2(a) Progression within a class is based on the provisions set out at 13.6.

An Unqualified Welfare Worker with less than twelve months' experience working without direct supervision by a qualified welfare worker or social worker, and including a person employed under this subclause working as a sole welfare worker, shall commence at the rate of Unqualified Welfare Worker, 5th point; and

An Unqualified Welfare Worker, who is a sole welfare worker or performs his/her duties without direct supervision, shall commence at Unqualified Welfare Worker, 6th point. However, by mutual agreement between the employer and employee this condition may be waived.

13.4.2(b) Unqualified welfare worker means a person employed in welfare work (as defined) who is not a qualified welfare worker (as defined).

13.4.2(c) Welfare Worker Class I means all Qualified Welfare Workers (as defined), appointed as such who perform their duties under supervision, and includes a “sole” welfare worker with less than twelve months’ experience, who shall be paid during his/her first twelve months at the rate of welfare worker Class I, 4th point.

13.4.2(d) Welfare Worker Class II means and includes all Qualified Welfare Workers (as defined), who are appointed as such, and who have some administrative responsibility, including:

Welfare worker in charge of an agency or department, with a staff of up to three workers covered under this award or with a staff of at least one worker covered under this award, and other employees totalling at least six in number, who are employed as part of the permanent establishment on a regular monthly contract of employment of at least the normal full-time ordinary hours of such agency or department;

A sole welfare worker who shall have a minimum of twelve months’ experience, however, by mutual agreement between the employer and employee this condition may be waived;

Welfare worker appointed to be responsible for a major activity or group of activities within an agency or department; or

Welfare worker appointed as a deputy to a welfare worker in Class III.

13.4.2(e) Welfare Worker Class III means and includes all qualified workers (as defined), appointed as such to positions including:

13.4.2(e)(i) Welfare worker in charge of an agency or department with a staff of more than three and up to seven workers covered under this award, or with a staff of at least two workers covered under this award, plus other employees totalling twelve in number, who are employed as part of the permanent establishment on a regular monthly contract of employment of at least the normal full-time ordinary hours of such agency or department;

13.4.2(e)(ii) Welfare worker appointed as a deputy to a welfare worker in Class IV; or

13.4.2(e)(iii) A welfare worker in a position which requires special skill and experience and where the responsibilities are mutually agreed by the employer and employee, to be equal to those of a welfare worker appointed under 13.3.2(e)(i) hereof.

13.4.2(f) Welfare Worker Class IV means and includes all qualified workers (as defined)

appointed as such who have a senior administrative responsibility:

13.4.2(f)(i) Welfare worker in charge of an agency or department with a staff of eight or more workers covered under this award, or with a staff of at least six workers covered under this award, plus other employees totalling at least thirteen in number who are employed as part of the permanent establishment on a regular monthly contract of employment of at least the normal full-time ordinary hours of such agency or department; or

13.4.2(f)(ii) Any welfare worker employed in a position the responsibilities of which are mutually agreed by the employer and the employee to be equal to those of a welfare worker employed under 13.3.2(f)(i) hereof.

13.4.2(f)(iii) Provided that where an employee under this part is reclassified by his/her existing employer from Class I to Class II or Class II to Class III, the following shall apply:

A Welfare Worker (qualified) Class I, 7th point, appointed to Class II shall be paid at Class II, 4th point;

A Welfare Worker (qualified) Class I, 6th point, appointed to Class II shall be paid at Class II, 3rd point;

A Welfare Worker (qualified) Class I, 5th point, appointed to Class II shall be paid at Class II, 2nd point;

A Welfare Worker (qualified) Class II, 4th point, appointed to Class III shall be paid at Class II, 2nd point.

13.4.2(g) This clause shall only apply to employees who are reclassified by their existing employer to Class II from Class I or Class III from Class II.

13.4.2(g)(i) Qualified welfare worker is a person working in the field of social and community service who is qualified from a tertiary institution after two years' study (one year if admission age is 21 years or over) including major studies in welfare work.

13.4.2(g)(ii) Provided that an employee covered by this part of this award may, by way of practical experience in welfare work or related areas of employment, be recognised by notice in writing by his/her employer as coming within the scope of this definition.

13.4.2(g)(iii) Welfare work within Social and Community Service includes:

Information collection and provision related to benefits and services and community resources available to clients;

Assistance in the resolution of specified problems;

Supportive counselling to clients without complex personal problems;

Direct service provision and care for people in residential settings, day and occasional care settings;

Referral and liaison to other professionals and agencies;

Community work including the organising of community facilities to meet gaps in services or developing community interest and action in providing for social welfare needs.

13.5 Community development workers

13.5.1 Wage rates

[13.5.1 substituted by [T0270 PR906869](#); corrected by [PR907327](#); substituted by [PR915829](#); corrected by [PR917503](#); substituted by [PR920035 PR935647 PR948627](#); [PR959337](#) ppc 09Jul05 (from 01Aug05 for Victorian employers bound to apply the terms of this award by [PR953224](#))]

Community development workers employed under this part of this award shall be paid the following rates:

Classification	Wages per week
	\$
Class I	
1st year	634.70
2nd year	658.01
3rd year	681.52
4th year	704.82
Class II (a)	
1st year	655.90
2nd year	681.52
3rd year	704.82
4th year	728.34
5th year	754.09
6th year	778.88
7th year	787.63
8th year	823.19
9th year	848.08
10th year	872.77
Class II (b)	
1st year	823.19
2nd year	848.08

3rd year	872.77
4th year	897.56
5th year	920.86
6th year	945.87
Class III	
1st year	897.56
2nd year	920.86
3rd year and thereafter	945.87

13.5.2 For the purpose of this clause:

13.5.2(a) Progression within a class is based on the provisions as set out at 13.6.

13.5.2(b) **Qualified Community Development Worker** means an employee engaged in community development work (as defined) who holds a post-secondary qualification in community work, community education, multicultural or ethnic studies, aboriginal studies, urban studies, community or welfare administration (however titled) or a related and relevant post-secondary qualification from a post-secondary educational institution.

For the purposes of this part of this award, post-secondary qualifications in social work, welfare work and youth work (however titled) are recognised as relevant qualifications.

Provided that an employee covered by this part of this award may, by way of practical experience and skills in community development work (as defined), or related areas of employment, be recognised by notice in writing by his/her employer as coming within the scope of this definition.

Provided further, that an indigenous community worker (as defined) be deemed to be a Qualified Community Development Worker when engaged in community development work (as defined) with or within his/her indigenous community and has participated in relevant short courses of training in the practical skills of community development work.

13.5.2(c) **Unqualified Community Development Worker** means an employee engaged in community development work (as defined) who is not a Qualified Community Development Worker (as defined).

13.5.2(d) An **Indigenous Community Development Worker** means and includes an employee who:

Has direct life experience in and as a member of a particular community (as defined) from which the employee is drawn and in which he/she is working,

Has knowledge, skills and experience of the culture in which he/she belongs,

Has fluency in the community language/s (where relevant).

An indigenous community worker (as defined) is deemed to include an aboriginal worker working with an aboriginal community, as ethnic worker working with a relevant ethnic community and a self-help worker employed to work with the self-help community from which he/she came.

13.5.3 Definitions

13.5.3(a) Community development work means working with a community (as defined) to address issues, needs and problems for that community through facilitating collective solutions, by the use of one or more of the following:

Research and analysis of community issues, needs or problems;

Development and maintenance of community resources;

Community organisation;

Development, maintenance and evaluation of community programs;

Community policy development, interpretation and implementation;

Community planning;

Representation, advocacy, negotiation and mediation within and between communities, agencies, institutions and government;

Development and maintenance of networks;

Liaison with community groups, other workers and professionals, agencies and government;

Development and transfer of skills and knowledge in community organisation, community education, advocacy, resource development, cultural awareness and other relevant areas, within the community (as defined);

Public and community education and public relations;

Preparation and distributions of written, audio-visual and other material as required;

Administrative tasks associated with the maintenance of community projects including preparation of submissions, reports of financial documentation;

Assisting individual members of a community in relation to other professionals, institutions, community agencies, government and other bodies;

Community campaign development and organisation; but excluding the

predominant use of direct service delivery to clients, individual casework and counselling.

Community mean a group defined in geographical, cultural, economic, social, demographic, special interest and/or political terms and is deemed to include those based on gender, race, ethnicity, disability, workplace, residence or age and may be self-defined.

13.5.3(b) A community development worker shall be deemed to include any person (however titled) carrying out community development (as defined) in:

13.5.3(b)(i) Community or neighbourhood houses and learning centres;

13.5.3(b)(ii) Community housing or tenant's rights, services or projects;

13.5.3(b)(iii) Equal opportunity or affirmative action projects;

13.5.3(b)(iv) Women's services or projects;

13.5.3(b)(v) Disabilities rights projects and services for people with disabilities;

13.5.3(b)(vi) Community financial counselling services, community legal services, social justice services or projects, community health and occupational health and safety projects;

13.5.3(b)(vii) Self-help groups or projects;

13.5.3(b)(viii) Environmental action groups or projects;

13.5.3(b)(ix) Community information projects or services;

13.5.3(b)(x) Community arts, writing, theatre or other cultural projects;

13.5.3(b)(xi) International aid agencies or projects;

13.5.3(b)(xii) Any agency, group, project or service including the following:

Aboriginal community workers, including aboriginal health liaison officers;

Ethnic community workers (however titled), including ethnic health workers;

Community education officers.

13.5.3(c) Community Development Worker Class I means and includes all persons who are performing community development work (as defined) under direct supervision of more experienced community development workers who must be based in the same workplace as the persons being supervised.

- 13.5.3(d)** An Unqualified Community Development Worker (as defined), with less than twelve months' experience who is being supervised by a Qualified Community Development Worker (as defined), shall commence at the rate of Class I, 1st point.
- 13.5.3(e)** An Unqualified Community Development Worker with less than twelve months' experience who is being supervised by an Unqualified Community Development Worker shall commence at the rate of Class I, 3rd point.
- 13.5.3(f)** A qualified community development worker with less than twelve months' experience who is being supervised by a more experienced Qualified Community Development Worker shall commence at the rate of Class I, 2nd point unless the supervised worker is a qualified social worker or holds a post-graduate qualification in community development work (as defined) in which case the worker will commence at the rate of Class I, 4th point.
- 13.5.3(g)** A Qualified Community Development Worker with less than twelve months' experience who is being supervised by a more experienced Unqualified Community Development Worker shall commence at the rate of Class I, 3rd point unless the supervised worker is a qualified social worker or holds a post-graduate qualification in community development in which case the worker will commence at the rate of Class I, 4th point.
- 13.5.3(h)** A community development worker under direct supervision who has administrative responsibilities shall commence at not less than Class I, 3rd point, notwithstanding any of the above commencement rates.
- 13.5.3(i)** A Qualified Community Development Worker cannot be supervised by a less experienced unqualified or Qualified Community Development Worker and must be paid as a Class II community development worker at the appropriate qualification level (as defined).
- 13.5.3(j)** **Community Development Worker Class II** means and includes all persons who are performing community development work (as defined) who are not working under direct supervision of a more experienced community development worker and includes a sole community development worker employed in a workplace or one who has unsupervised administrative responsibilities.
- 13.5.3(k)** An Unqualified Community Development Worker working without direct supervision shall commence at Class II(a), 1st point.
- 13.4.3(l)** A qualified welfare worker (as defined in this award) performing community development work without direct supervision shall commence at not less than Class II(a), 3rd point.
- 13.5.3(m)** A qualified youth worker (as defined in this award) performing community development work without direct supervision shall commence at not less than Class II(a), 5th point.

- 13.5.3(n)** An indigenous community development worker (as defined) working without direct supervision shall commence at not less than Class II(a), 3rd point. If an indigenous community development worker does possess a qualification (as defined), he/she shall commence at a level not less than that defined for the qualification possessed.
- 13.5.3(o)** A sole community development worker employed in a workplace or a community development worker performing outreach community development work (as defined) shall commence at not less than Class II(a), 5th point.
- 13.5.3(p)** The commencing rate for a financial counsellor performing community development work shall be not less than Class II(a), 5th point.
- 13.5.3(q)** The commencing rate for a tenant worker performing community development work shall be not less than Class II(a), 5th point.
- 13.5.3(r)** A community development worker who is performing social research shall commence at not less than Class II(a), 7th point unless the worker possesses a social work qualification or a post-graduate qualification in community development work or a qualification in social or behavioural sciences, in which case the worker shall commence at no less than the level defined for these qualifications.
- 13.5.3(s)** A community development worker working without direct supervision who possesses a qualification in community development work other than a post-graduate qualification shall commence at not less than Class II(a), 7th point.
- 13.5.3(t)** A qualified social worker or a community development worker holding a post-graduate qualification in community development work performing community development work shall be employed at the classification Class II(b).
- 13.5.3(u)** A qualified social worker shall commence at not less than Class II(b), 1st point.
- 13.5.3(v)** A qualified community development worker with a post-graduate qualification shall commence at not less than Class II(b), 2nd point.
- 13.5.3(w)** A community development worker with a tertiary qualification in the social or behavioural sciences shall commence at not less than Class II(a), 7th point.
- 13.5.3(x)** A community development worker engaged in policy development or policy advice shall commence at not less than Class II(b), 1st point.
- 13.5.3(y)** A community development worker engaged in community education or community training programs shall commence at not less than Class II(b), 1st point.
- 13.5.3(z)** **Community Development Worker Class III** means and includes all persons who are performing community development who are required to provide direct supervision of other community development workers, administrative or support workers.

A community development worker employed in a position which requires special

skill and experience and where the responsibilities are mutually agreed by the employer and employee to be equal to those of a community development worker Class III may be employed as such.

13.5.4 Transition for 13.5

- 13.5.4(a)** The correct classification (as defined) shall be determined for the employee on the basis of the definition of classification as set out in this part.
- 13.5.4(b)** The starting point on the incremental scale for the classification is then determined according to the employee's qualification and job tasks or job title (as defined) within the classification.
- 13.5.4(c)** The actual incremental level shall then be determined as the next highest above the employee's existing rate of pay prior to the insertion of pay rates in this part.
- 13.5.4(d)** Notwithstanding any rate of the above, the classification and incremental level shall be that which is correct under the award in the first instance.

13.6 Progression within classes

13.6.1 Progression from one incremental point to the next within each class shall be dependent upon the following:

- 13.6.1(a)** the acquisition and satisfactory utilisation of new or enhanced skills if required by the employer; and
- 13.6.1(b)** demonstrated competency and satisfactory service over a minimum period of twelve months at each level within the class.
- 13.6.1(c)** the meeting of established performance objectives as determined between the parties. This includes the satisfactory completion of required training modules as determined between the parties.

13.6.2 An annual review will be undertaken by the employer for all full-time and part-time employees in order to assess the employee's progression within the class.

13.6.3 In cases where the review is delayed, the anniversary date of the twelve month review shall not be changed and the increase if any will be paid retrospectively to the anniversary date

13.7 Training and professional development

13.7.1 An employee shall be permitted by the employer to be absent during ordinary working hours for periods not exceeding a total of five hours in any week, with pro rata entitlements applying for part-time employees, without loss of pay to attend agreed training and professional development courses. Additional time without loss of pay may be granted at the discretion of the employer.

13.7.2 An employee shall be permitted to be absent during ordinary working hours without loss of pay in order to attend examinations necessary to obtain qualifications in such courses. The amount of absence shall allow three clear working days other than a Saturday or a Sunday for pre-examination study. Paid absences granted in respect to attend examinations shall not exceed six clear working days per year.

13.7.3 Absences from work for training and professional development taken under the provisions of this clause shall be to attend courses at an Australian university or college of advanced education for a Degree or Diploma course in Social Work, Community Development Work, Youth Work, Welfare Work or other course relevant to the community services profession and any skill requirements as determined in 13.6.1. of this award.

13.8 Remuneration packaging

[13.8 inserted by [PR907037](#) ppc 26Jul01]

Where mutually agreed between the employer and a full-time or part-time individual employee, an employer may introduce remuneration packaging in respect of salary as provided for in Clause 13. The terms and conditions of such a package shall not, when viewed objectively, be less favourable than the entitlements otherwise available under this award.

13.9 Supported wage system

[13.9 inserted by [PR907037](#) ppc 26Jul01]

13.9.1 This clause defines the conditions which will apply to employees who because of the effects of a disability are eligible for a supported wage under the terms of this award. In the context of this clause, the following definitions will apply:

13.9.1(a) Supported wage system means the Commonwealth Government system to promote employment for people who cannot work at full award wages because of a disability, as documented in *Supported Wage System: Guidelines and Assessment Process*.

13.9.1(b) Accredited assessor means a person accredited by the management unit established by the Commonwealth under the supported wage system to perform assessments of an individual's productive capacity within the supported wage system.

13.9.1(c) Disability support pension means the Commonwealth pension scheme to provide income security for persons with a disability as provided under the *Social Security Act 1991*, as amended from time to time, or any successor to that scheme.

13.9.1(d) Assessment instrument means the form provided for under the supported wage system that records the assessment of the productive capacity of the person to be employed under the supported wage system.

13.9.2 Eligibility criteria

13.9.2(a) Employees covered by this clause will be those who are unable to perform the range of duties to the competence level required within the class of work for which the employee is engaged under this award, because of the effects of a disability on their productive capacity and who meet the impairment criteria for receipt of a disability support pension.

13.9.2(b) This clause does not apply to any existing employee who has a claim against the employer which is subject to the provisions of workers' compensation legislation or any provision of this award relating to the rehabilitation of employees who are injured in the course of their employment.

13.9.2(c) This clause does not apply to employers in respect of their facility, programme, undertaking, service or the like which receives funding under the *Disability Services Act 1986* and fulfils the dual role of service provider and sheltered employer to people with disabilities who are in receipt of or are eligible for a disability support pension, except with respect to an organisation which has received recognition under s.10 or under s.12A of the *Disability Services Act 1986*, or if a part only has received recognition, that part.

13.9.3 Supported wage rates

13.9.3(a) Employees to whom this clause applies shall be paid the applicable percentage of the minimum rate of pay prescribed by this award for the class of work which the person is performing according to the following schedule:

Assessed capacity (clause S.4)	Prescribed award rate
10%*	10%
20%	20%
30%	30%
40%	40%
50%	50%
60%	60%
70%	70%
80%	80%
90%	90%

[13.9.3(b) varied by [PR935647](#) [PR948627](#); [PR959337](#) ppc 09Jul05 (from 01Aug05 for Victorian employers bound to apply the terms of this award by [PR953224](#))]

13.9.3(b) Provided that the minimum amount payable shall be not less than \$61 per week.

13.9.3(c) * Where a person's assessed capacity is 10%, they shall receive a high degree of assistance and support.

13.9.4 Assessment of capacity

For the purpose of establishing the percentage of the award rate to be paid to an employee under this award, the productive capacity of the employee will be assessed in accordance

with the supported wage system and documented in an assessment instrument by either:

- 13.9.4(a)** the employer and the union party to the award, in consultation with the employee or, if desired by any of these;
- 13.9.4(b)** the employer and an accredited assessor from a panel agreed by the parties to the award and the employee.

13.9.5 Lodgment of assessment instrument

- 13.9.5(a)** All assessment instruments under the conditions of this clause, including the appropriate percentage of the award wage to be paid to the employee, shall be lodged by the employer with the Registrar of the Australian Industrial Relations Commission.
- 13.9.5(b)** All assessment instruments shall be agreed and signed by the parties to the assessment, provided that where a union is not a party to the assessment it shall be referred by the Registrar to the union by certified mail and shall take effect unless an objection is notified to the Registrar within ten working days.

13.9.6 Review of assessment

The assessment of the applicable percentage should be subject to annual review or earlier on the basis of a reasonable request for such a review. The process of review shall be in accordance with the procedures for assessing capacity under the supported wage system.

13.9.7 Other terms and conditions of employment

Where an assessment has been made, the applicable percentage shall apply to the wage rate only. Employees covered by the provisions of the clause will be entitled to the same terms and conditions of employment as all other workers covered by this award paid on a pro rata basis.

13.9.8 Workplace adjustment

An employer wishing to employ a person under the provisions of this clause shall take reasonable steps to make changes in the workplace to enhance the employee's capacity to do the job. Changes may involve re-design of job duties, working time arrangements and work organisation in consultation with other workers in the area.

13.9.9 Trial period

- 13.9.9(a)** In order for an adequate assessment of the employee's capacity to be made, an employer may employ a person under the provisions of this clause for a trial period not exceeding twelve weeks, except that in some cases additional work adjustment time (not exceeding four weeks) may be needed.
- 13.9.9(b)** During that trial period the assessment of capacity shall be undertaken and the proposed wage rate for a continuing employment relationship shall be determined.

[13.9.9(c) varied by [PR935647](#) [PR948627](#); [PR959337](#) ppc 09Jul05 (from 01Aug05 for Victorian employers bound to apply the terms of this award by [PR953224](#))]

13.9.9(c) The minimum amount payable to the employee during the trial period shall be no less than \$61 per week.

13.9.9(d) Work trials should include induction or training as appropriate to the job being trialled.

13.9.9(e) Where the employer and employee wish to establish a continuing employment relationship following the completion of the trial period, a further contract of employment shall be entered into based on the outcome of assessment under 13.9.4.

13A. TRANSITIONAL WAGE RATES FOR VICTORIA—APPLICATION OF COMMON RULE AWARD

[13A inserted by [PR959337](#) ppc 09Jul05]

13A.1 This clause contains the following transitional rates of pay and allowances for employers in the state of Victoria who were previously not bound by this award, but are now subject to the award by virtue of the award having been declared a common rule under s.141 of the *Workplace Relations Act 1996*.

13A.2 These rates of pay and allowances apply only until 31 July 2005.

13A.3 Social workers (clause 13.2.1)

Classification	Wages per week
	\$
Class I	
1st year	638.77
2nd year	670.37
3rd year	686.76
4th year	708.68
5th year	732.62
6th year	760.28
7th year and thereafter	779.25
Class II	
1st year	806.08
2nd year	832.68
3rd year	858.22
Class III	

1st year	877.80
2nd year	903.23
3rd year and thereafter	928.76
Class IV	
1st year	948.45
2nd year and thereafter	977.39

13A.4 Youth workers (clause 13.3.1)

Trainees	% of first year unqualified youth worker	Wages per week
	%	\$
At 18 years	70	360.75
At 19 years	80	412.29
At 20 years	90	463.83
Unqualified youth worker (85% of youth worker - Class I)		
1st year		515.37
2nd year		542.59
3rd year		553.63
4th year		573.43
5th year		588.89
6th year		610.52
7th year and thereafter		628.60
Qualified youth worker Class I		
1st year		606.32
2nd year		638.35
3rd year		651.33
4th year		674.63
5th year		692.82
6th year		718.26
7th year		739.54
Qualified youth worker Class II		
1st year		692.82
2nd year		718.26
3rd year		739.54
4th year and thereafter		764.75
Qualified youth worker Class III		

1st year	764.75
2nd year	789.14
3rd year and thereafter	808.63
Qualified youth worker Class IV	
1st year	827.89
2nd year	851.30
3rd year and thereafter	872.90

13A.5 Welfare workers (clause 13.4.1)

Classification	Wages per week
	\$
Unqualified welfare worker (85% of welfare worker - Class I)	
1st year	487.67
2nd year	512.55
3rd year	521.16
4th year	539.34
5th year	553.26
6th year	573.25
7th year and thereafter	588.63
Qualified welfare worker Class I	
1st year	573.74
2nd year	603.00
3rd year	613.13
4th year	634.52
5th year	650.90
6th year	674.42
7th year and thereafter	692.51
Qualified welfare worker Class II	
1st year	650.90
2nd year	674.42
3rd year	691.97
4th year and thereafter	714.96
Qualified welfare worker Class III	

1st year	714.96
2nd year	738.26
3rd year and thereafter	757.41
Qualified welfare worker Class IV	
1st year	773.93
2nd year	794.99
3rd year	812.78

13A.6 Community development workers (clause 13.5.1)

Classification	Wages per week
	\$
Class I	
1st year	617.70
2nd year	641.01
3rd year	664.52
4th year	687.82
Class II (a)	
1st year	638.90
2nd year	664.52
3rd year	687.82
4th year	711.34
5th year	737.09
6th year	761.88
7th year	770.63
8th year	806.19
9th year	831.08
10th year	855.77
Class II (b)	
1st year	806.19
2nd year	831.08
3rd year	855.77
4th year	880.56
5th year	903.86
6th year	928.87
Class III	
1st year	880.56
2nd year	903.86
3rd year and thereafter	928.87

13A.7 Supported wage rates (clauses 13.9.3(b) and 13.9.9(c))

13A.7.1 Provided that the minimum amount payable shall be not less than \$60 per week.

13A.7.2 The minimum amount payable to the employee during the trial period shall be no less than \$60 per week.

13A.8 Meal break and meal allowance (clause 24)

13A.8.1 An employee require to work more than one hour after his/her ordinary finishing time shall be paid an allowance of \$7.05 and where such overtime work exceeds four hours, a further allowance of \$5.55 shall be paid. The provisions of this clause shall not apply where a suitable meal is provided.

13A.8.2 When an employee is required to work more than five hours' overtime on a Saturday or a Sunday or more than five hours on a rostered day off \$7.05 and a further \$5.55 when he/she is required to work more than nine hours on such a day.

13A.8.3 An employee shall be paid a meal allowance of \$7.05 when recalled to duty outside of usual working hours for a period in excess of two hours. The provisions of this clause shall not apply where the employee is provided with a suitable meal.

13A.9 On-call allowance (clause 25)

13A.9.1 An employee required by the employer to be on-call (i.e. available to be recalled for duty) shall be paid an allowance of \$13.45 in respect to any 24 hour period or part thereof during which the employee is on-call during the period commencing from the time of finishing ordinary duty on Monday and the termination of ordinary duty on Friday.

13A.9.2 The allowance shall be \$26.55 in respect to any other 24 hour period or part thereof or any public holiday or part thereof.

13A.10 Sleepover allowance (clause 27.1)

Where an employer requires an employee to sleepover on the employer's premises, for a period outside that of the employee's normal rostered hours of duty the employee shall be entitled to an amount of \$49.75 for social workers and community development workers, \$44.35 for youth workers, \$40.80 for welfare workers and \$46.35 for employees other than social workers, youth workers, welfare workers and community development workers for each sleepover period.

13A.11 Travel allowance (clause 29.1)

Engine capacity of motor vehicle not being a motor powered by a rotary engine	Engine capacity per kilometre by a vehicle powered rotary engine	Rate of allowance
More than 3000 cubic centimetres (3 litres)	More than 1500 cubic centimetres (1.5 litres)	65 cents

More than 2000 cubic centimetres (2 litres) but not more than 3000 cubic centimetres (3 litres)	More than 1000 cubic centimeters (1 litre) but not more than 1.500 cubic centimetres (1.5 litres)	62 cents
More than 1600 cubic centimetres (1.6 litres) but not more than 2000 cubic centimetres (2 litres)	More than 800 cubic centimetres (0.8 litres) but not more than 1000 cubic centimetres (1 litre)	60.15 cents
1600 cubic centimetres (1.6 litres) or less	800 cubic centimetres (0.8 litres) or less	53.13 cents

14. PAYMENT OF WAGES

14.1 Wages shall be paid weekly or fortnightly in each pay week:

14.1.1 in cash;

14.1.2 by cheque, where the majority of employees agree; or

14.1.3 by electronic funds transfer where the employer and a majority of the employees agree.

14.2 Wages shall be paid during working hours on a week day being not more than five days following the end of the pay period. Provided that this clause shall not apply if an employer makes a practice of allowing advances to his/her employees approximating wages due.

14.3 Upon termination of employment, wages due to an employee shall be paid on the date of such termination or forwarded by post on the next working day of the clerical staff.

14.4 An employer may deduct from amounts due to an employee such amounts as are authorised in writing by such employee.

14.5 On or prior to pay day an employer shall state to the employee in writing the total amount of wages to which he/she is entitled, the amount of overtime therein, details of any deductions made therefrom and the net amount being paid to the employee.

15. PART-TIME EMPLOYMENT RATES

15.1 Employees employed on a part-time basis shall be paid for hours worked either:

15.1.1 At an hourly rate, calculated on a pro rata basis of the appropriate full-time weekly rate, and with entitlements to proportionate sick leave and recreation leave; or

15.1.2 At an hourly rate equal to 1/38th of the appropriate weekly rate plus 25% of such hourly rate, without entitlement to sick leave or annual leave.

[15.2 renumbered as 15.2.1 by [PR954114](#) ppc 01Dec04]

15.2.1 The conditions of part-time work shall be agreed upon between employer and employee and shall be confirmed in writing between the two parties.

[15.2.2 inserted by [PR954114](#) ppc 01Dec04]

15.2.2 Provided that the conditions will be consistent with the provisions of clause 10.2 of this award.

16. REST PERIODS

At times suitable to the employer, two rest periods of ten minutes each shall be given to each employee during each period of ordinary rostered hours and shall be counted as time worked.

17. OCCUPATIONAL SUPERANNUATION

Note: The *Superannuation Legislation Amendment (Choice of Superannuation Funds) Act 2005* provides that individual employees generally have the opportunity to choose their own superannuation funds. For further information see the AIRC guidance note — [Choice of Superannuation Funds and Award Provisions](#).

17.1 The employer shall comply with all obligations relating to payment of occupational superannuation as provided for under the *Superannuation Guarantee (Administration) Act 1992*, the *Superannuation Guarantee Charge Act 1992*, the *Superannuation Industry (Supervision) Act 1993* and the *Superannuation (Resolution of Complaints) Act 1993* and associated Regulations.

17.1.1 **Fund** shall mean Health Employees Superannuation Trust of Australia (HESTA) or Health Super or any approved fund, which meets the requirements of the *Superannuation Industry (Supervision) Act 1993* as a complying fund for occupational superannuation.

17.1.2 The employer shall contribute to the fund for any employee who earns \$450 gross per month or more the applicable rate as follows:

Applicable date	Superannuation guarantee contribution rate
1 July 1998	7%
1 July 1999	7%
1 July 2000	8%
1 July 2001	8%
1 July 2002	9%

17.2 The employer shall contribute 3% of ordinary pay monthly to the fund for all employees who earn less than \$450 gross per month excluding:

17.2.1 intermittent employees that is employees engaged on a recurring basis in relieving work or work of a casual nature and whose continuous employment does not exceed four weeks and whose remuneration does not exceed \$3000 per annum;

17.2.2 employees for whom an employer is making a contribution to a Victorian Public Sector

Defined Benefit Scheme or the Hospitals Superannuation Fund Defined Benefit Scheme.

17.2.3 Ordinary time earnings for the purposes of this subclause, means:

17.2.3(a) Remuneration for an employee's weekly number of hours of work calculated at the ordinary time rate of pay and in addition shall include:

the cash value of any deduction for board and lodging;

overaward payment for ordinary hours of work;

shift work premiums;

Saturday and Sunday premiums where they are part of regular work;

leading hand allowance;

supplementary payment;

service grant;

tool allowance where it is paid as a part of regular work.

17.3 Default fund

The employer shall provide each employee and each new employee upon commencement of employment with information on the funds. The employee shall then have 28 days to complete the information required, the employer shall then forward the employee's details to the employee's choice of fund. In the event that the employee does not select a fund of their choice, the employer will then forward superannuation contributions to the default fund. The default fund for the purposes of this award is HESTA and Health Super.

17.4 Voluntary employee contributions

An employee may make additional voluntary contributions to their chosen fund from their salary and on receiving written authorisation from the employee the employer must commence making contributions to the fund in accordance with the Superannuation Industry Supervision Legislation (SIS).

17.5 Absence from work

17.5.1 Paid leave

17.5.1(a) Subject to the Trust Deed of the fund of which the employee is a member, absences from work will be treated in the following manner:

17.5.1(b) Contributions shall continue whilst a member of the fund is absent on paid leave such as annual leave, long service leave, public holidays, jury service, sick leave and bereavement leave.

17.5.2 Unpaid leave

Contributions shall not be required to be made in respect of any absence from work without pay.

17.5.3 Work related injury and sickness

In the event of an eligible employee's absence from work due to work related injury or sickness, contributions will continue for the period of the absence provided that the member of the fund (employee) is receiving payments pursuant to workers' compensation legislation and in accordance with the provisions of the award dealing with accident pay (clause 18 - Accident make-up pay).

18. ACCIDENT MAKE-UP PAY

18.1 The conditions under which an employee shall qualify for accident make-up payment shall be as prescribed hereunder:

18.1.1 The employer shall pay an employee accident make-up payment where the employee receives an injury for which weekly payment of compensation is payable by or on behalf of the employer pursuant to the provisions of the appropriate Workers' Compensation Act or Ordinance as amended from time to time.

18.1.2 **Accident make-up payment** means a weekly payment of an amount being the difference between the weekly amount of compensation paid to the employee pursuant to the said appropriate *Workers' Compensation Act or Ordinance* and the employee's appropriate award rate, or, where the incapacity is for a lesser period than one week, the difference between the amount of compensation and the said award rate for that period.

18.1.3 The employer shall pay, or cause to be paid, accident make-up payment during the incapacity of the employee within the meaning of the said appropriate Act or Ordinance until such incapacity ceases or until the expiration of a period of 39 weeks from the date of injury, payment prescribed shall apply only in respect of an incapacity which results from an injury which is current during the first pay period commencing on or after or which occurs subsequent to that pay period.

18.1.4 The liability of the employer to pay make-up payment in accordance with this clause shall arise as at the date of the injury or accident in respect of which compensation is payable under the said appropriate Act or Ordinance, and the termination of the employee's employment for any reason during the period of any incapacity shall in no way affect the liability of the employer to pay accident make-up payment as provided in this clause.

18.1.5 In the event that the employee receives a lump sum in redemption of weekly payments under the appropriate Act or Ordinance, the liability of the employer to pay accident make-up payment as herein provided shall cease from the date of such redemption.

PART 6 - OVERTIME, SHIFT WORK, WEEKEND WORK AND HOLIDAYS

19. OVERTIME

19.1 Only authorised overtime shall be worked.

19.2 The following overtime rates shall be paid for all work done:

19.2.1 In excess of a number of hours fixed as a day's, a week's or a fortnight's work as the case may be - time and a half for the first two hours and double time thereafter;

19.2.2 Outside a spread of twelve hours from commencement of the last previous rostered period of duty - double time;

19.2.3 Outside a spread of nine hours from the time of commencing work by an employee required to work broken shifts - time and one half;

19.2.4 Outside a spread of twelve hours from the time of commencing work - double time.

19.3 By agreement with the employer an employee may take the proportionate time off in lieu of payment of such overtime at the appropriate overtime rates as specified in 19.2.

19.4 When overtime work is necessary it shall, wherever reasonably practicable, be so arranged that employees have at least ten consecutive hours off duty between the work of successive shifts.

19.5 An employee who works so much overtime between the termination of his/her last previous rostered ordinary hours of duty and the commencement of his/her next succeeding rostered period of duty that he/she would not have at least ten consecutive hours off duty between those times, shall, subject to this paragraph, be released after completion of such overtime worked until he/she has had ten consecutive hours off duty without loss of pay for rostered ordinary hours occurring during such absences.

19.6 Further, an employee who does not receive at least ten consecutive hours off duty between the termination of his/her last previous rostered ordinary hours of duty and the commencement of his/her next succeeding rostered period of duty shall also be subject to the provisions of this subclause.

[19.7 inserted by [PR935647](#) ppc 09Jul03]

19.7.1 Subject to clause 19.7.2 an employer may require an employee to work reasonable overtime at overtime rates.

19.7.2 An employee may refuse to work overtime in circumstances where the working of such overtime would result in the employee working hours which are unreasonable having regard to:

19.7.2(a) Any risk to employee's health and safety;

19.7.2(b) The employees' personal circumstances including any family responsibilities;

19.7.2(c) The need of the workplace or enterprise;

19.7.2(d) The notice (if any) given by the employer of the overtime and by the employee of his or her intention to refuse it; and

19.7.2(e) Any other relevant matter.

20. PENALTY RATES FOR SHIFT WORK

[20 substituted by [PR961335](#) ppc 27Jun05 in relation to clause 20.4, ppc 01Oct05 for remainder of clause 20]

20.1 Definitions

For the purposes of this clause:

20.1.1 Shift worker will mean an employee who is required to work all or part of their ordinary hours of work outside the spread of hours of 6.00 a.m. – 6.00 p.m. on a rostered basis.

[20.1.2 substituted by [PR964780](#) ppc 08Nov05]

20.1.2 Afternoon shift will mean a complete rostered shift of any number of hours which finishes at or after 7.00 p.m. and before 12 midnight.

[20.1.3 substituted by [PR964780](#) ppc 08Nov05]

20.1.3 Night Shift will mean a completed rostered shift which finishes after midnight.

20.1.4 Rostered day off will mean the entitlement to a day off.

20.1.5 Programmed day off will mean the normal days off duty provided for in accordance with the rostering provisions contained in this clause and relate to shift work.

20.1.6 The work cycle of a full-time employee will be either:

20.1.6(a) for an employee working not more than eight ordinary hours on each shift, 152 hours within a work cycle not exceeding twenty eight consecutive days. In such a case, no full-time employee will be required to work more than 80 ordinary hours per fortnight;

20.1.7 Day shift will mean a shift that commences earlier than 12.00 noon and finished at or before 7.00 p.m.

20.2 Shift penalty - Monday to Friday

An employee working on:

20.2.1(a) an afternoon shift from Monday to Friday inclusive, will be paid an allowance calculated at the rate of 12.5% of actual hours worked in addition to the ordinary rate;

20.2.1(b) a night shift from Monday to Friday inclusive, will be paid an allowance calculated at the rate of 15% of actual hours worked in addition to the ordinary rates.

20.2.2 The additional payments prescribed in clause 20.2.1 hereof will form part of the employee's ordinary pay for the purposes of this award.

20.3 Saturday and Sunday work

20.3.1 An employee will be paid for ordinary working hours between midnight Friday and midnight Saturday an additional payment calculated at 50% of the ordinary rate for the actual hours worked.

20.3.1(a) An employee will be paid for ordinary working hours between midnight Saturday and midnight Sunday an additional payment calculated at the rate of 100% of the ordinary rate for the actual hours worked.

20.3.2 The additional payments prescribed in clause 20.3.1 hereof will form part of the employee's ordinary pay for the purposes of this award.

20.4 Meal breaks

[20.4 substituted by [PR961335](#) ppc 27Jun05]

20.4.1 By arrangement with the employees on each shift, an unpaid meal break of up to one hour but not less than one half hour will be allowed which will be free of all duty.

20.4.2 When an employee is interrupted during a meal break by a call to duty, the extent of the interruption will be counted as time worked and the employee will be allowed to continue the meal break as soon as practicable. If it is impracticable for the employee to complete the meal break during the remainder of the ordinary working hours, the employee will receive the appropriate overtime pay for the time worked.

20.4.3 Notwithstanding the provisions of clause 20.4.1 hereof, where an employee is required by the employer to have a meal with a client or clients as part of the normal work routine or client programme, she or he will be paid for the duration of the meal period at the ordinary rate of pay, including shift penalty.

20.4.4 An employee may elect to take an unpaid meal break after the normal meal period. In such a case, all ordinary hours after the meal period will be paid at the ordinary rate of pay, including shift penalty.

20.4.5 There will be at least one tea break of not less than ten minutes per shift of four hours or longer and this break will be counted as time worked.

20.5 Rosters

20.5.1 The ordinary hours of work for each employee will be displayed on a roster in a place conveniently accessible to employees, at least seven days before the commencement of the day on which the roster commences.

- 20.5.2** A roster may be altered by agreement between the parties to enable the service of the organisation to be carried on in an emergency, or when another employee is absent from duty.
- 20.5.3** Every employee will be entitled to two consecutive programmed days off duty each week, unless varied by mutual agreement.
- 20.5.4** An employee will have at least ten hours free from duty between the completion of one rostered shift and the commencement of the next rostered shift.

20.6 Night shift

An employee changing from night duty to day duty or from day duty to night duty will be free from duty during the twenty hours immediately preceding the commencement of the changed duty.

20.7 Rostered days off - eight hour shift employees

- 20.7.1** A full-time employee who is engaged to work shifts will be entitled to five rostered days off in each twenty week period, which will be nominated by the employer, in accordance with the rostering provisions of this clause.
- 20.7.2** Notwithstanding any other provision of this award, by mutual agreement between the employer and the employee, a full-time employee may work an average of 38 ordinary hours per week in a manner other than with a rostered day off, by either:
- 20.7.2(a)** having one shift in each week of less than eight ordinary hours; or
 - 20.7.2(b)** having one shift in each two week period of less than eight hours duration.
- 20.7.3** The day or days on which the shorter shifts will be worked will be as mutually agreed between the employer and the employee.
- 20.7.4** Where either the employee or employer believes that the methods of working a 38 hour week contained in clause 20.7.2 hereof are of benefit, but is unable to reach agreement with the other party, the matter will be dealt with in accordance with clause 8 of this award to avoid industrial disputation.
- 20.7.5** Notwithstanding anything else in this award, a full-time employee may seek to defer or be requested to defer any rostered day off which becomes due for a period of up to six months, provided that the deferment is by mutual agreement.
- 20.7.6** No more than five rostered days off may be deferred at any given time.
- 20.7.7** Deferred rostered days off may be taken as single days or as a block in any manner mutually agreed.

20.8 Work on a rostered day off

An employee required to work on a day otherwise nominated as a rostered day off and which is not substituted in accordance with this clause, will be paid for work in accordance with the overtime provisions of this award.

20.9 Twelve hour shifts

20.9.1 In any arrangement of working hours where the working hours are to exceed eight on any shift, the arrangement of hours will be subject to agreement between the employer and the majority of employees concerned.

20.9.2 Except in cases of emergency, at least one week's notice will be given to an employee going on night duty.

20.10 Incapacity to pay

Leave is reserved to any party to this award, or employer bound, to apply for a variation to the operative date of this order on the ground of incapacity to pay.

21. SPECIAL RATES FOR SATURDAYS AND SUNDAYS

[21 varied by [PR961335](#) ppc 01Oct05]

An employee, who is required to perform rostered hours of ordinary duty on:

21.1 A Saturday shall be paid 50% more for each hour of ordinary duty;

21.2 A Sunday shall be paid 100% more for each hour of duty.

[21.3 inserted by [PR961335](#) ppc 01Oct05]

21.3 Leave is reserved to any party to this award, or employer bound, to apply for a variation to the operative date of this order in the ground of incapacity to pay.

22. PUBLIC HOLIDAYS

22.1 An employee shall be entitled to holidays on the following days without deduction of pay:

22.1.1 New Year's Day, Good Friday, Easter Saturday, Easter Monday, Christmas Day and Boxing Day; and

22.1.2 The following days, as prescribed in the State of Victoria: Australia Day, Anzac Day, Queen's Birthday and Labour Day; and

22.1.3 Melbourne Cup Day. In the case of rural localities an alternate agreed day may be substituted in lieu of Melbourne Cup Day.

22.2 The following provisions shall also apply:

- 22.2.1** When Christmas Day is a Saturday or a Sunday, a holiday in lieu thereof shall be observed on 27 December (hereafter referred to as a substitute day).
- 22.2.2** When Boxing Day is a Saturday or Sunday, a holiday in lieu thereof shall be observed on 28 December (substitute day).
- 22.2.3** When New Year's Day or Australia Day is a Saturday or Sunday, a holiday in lieu thereof shall be observed on the next Monday (substitute day).
- 22.3** Where in a State, Territory or locality, public holidays are declared or prescribed on days other than those set out in 22.1 and 22.2 those days shall constitute additional holidays for the purpose of this award.
- 22.4** An employee who is rostered to work and works on any day specified in 22.1 hereof shall:
- 22.4.1** Be paid for the time so worked, with a minimum of four hours' wages, as the rate of time and one-half in addition to the weekly wage prescribed by this award; or
- 22.4.2** Be entitled to equivalent time off (with a minimum of four hours) without loss of pay; such time off shall be taken at a time mutually convenient to the employer and the employee within one month of the day on which the employee worked, provided that where an employee is entitled to a full working day off such time off may be added to the employee's annual leave by mutual consent.

[22.5 substituted by [PR954114](#) ppc 01Dec04]

- 22.5** Where an employee has a flexible working arrangement that includes provision for a rostered day off, the employee shall be entitled to receive one day's pay in addition to the usual weekly wage or one day off without loss of pay at a time convenient to the employer when a public holiday falls on the rostered day off.
- 22.6** Where an employee, who is rostered to work on any day specified in 22.1 requests and is granted any such day off, the employee shall not be entitled to holiday pay for that day unless the request was made by the employee at least three clear working days prior to the date of that day.
- 22.7** Where an employee is rostered to work on any day specified in 22.1 and fails to do so the employee shall not be entitled to holiday pay for that day.
- 22.8** An employer and his/her employees may agree to substitute another day for any prescribed in this clause. For this purpose, the consent of the majority of affected employees shall constitute agreement. An agreement pursuant to this provision shall be recorded in writing and be available to every affected employee.

PART 7 - ALLOWANCES

23. HIGHER DUTIES ALLOWANCE

An employee who is called upon to perform the duties of another employee in a higher classification

under this award for a period of five consecutive working days or more shall be paid for the period for which duties are assumed at a rate not less than the minimum rate prescribed for the classification applying to the employee so relieved.

24. MEAL BREAK AND MEAL ALLOWANCE

24.1 An employee shall not be required to work more than five hours continuously without a meal interval of not less than 30 minutes and not more than 60 minutes. Such meal interval shall not be counted as time worked, and the employee shall be free of all duty during such interval.

[24.2 varied by [T0270](#) [PR906869](#) [PR920035](#) [PR935647](#) [PR948627](#) [PR959337](#) [PR973228](#) [PR977896](#); [PR983341](#) ppc 09Oct08]

24.2 An employee require to work more than one hour after his/her ordinary finishing time shall be paid an allowance of \$8.29 and where such overtime work exceeds four hours, a further allowance of \$6.53 shall be paid. The provisions of this clause shall not apply where a suitable meal is provided.

[24.3 varied by [T0270](#) [PR906869](#) [PR935647](#) [PR948627](#) [PR959337](#) [PR973228](#) [PR977896](#); [PR983341](#) ppc 09Oct08]

24.3 When an employee is required to work more than five hours' overtime on a Saturday or a Sunday or more than five hours on a rostered day off \$8.29 and a further \$6.53 when he/she is required to work more than nine hours on such a day.

[24.4 varied by [T0270](#) [PR906869](#) [PR935647](#) [PR948627](#) [PR959337](#) [PR973228](#) [PR977896](#); [PR983341](#) ppc 09Oct08]

24.4 An employee shall be paid a meal allowance of \$8.29 when recalled to duty outside of usual working hours for a period in excess of two hours. The provisions of this clause shall not apply where the employee is provided with a suitable meal.

25. ON-CALL ALLOWANCE

[25.1 varied by [T0270](#) [PR906869](#) [PR920035](#) [PR935647](#) [PR948627](#) [PR959337](#) [PR976465](#) [PR979709](#); [PR983341](#) ppc 09Oct08]

25.1 An employee required by the employer to be on-call (i.e. available to be recalled for duty) shall be paid an allowance of \$14.75 in respect to any 24 hour period or part thereof during which the employee is on-call during the period commencing from the time of finishing ordinary duty on Monday and the termination of ordinary duty on Friday.

[25.2 varied by [T0270](#) [PR906869](#) [PR920035](#); corrected by [PR920212](#); varied by [PR935647](#) [PR948627](#) [PR959337](#) [PR976465](#) [PR979709](#); [PR983341](#) ppc 09Oct08]

25.2 The allowance shall be \$29.10 in respect to any other 24 hour period or part thereof or any public holiday or part thereof.

26. RE-CALL ALLOWANCE

26.1 In the event of an employee who is on-call being recalled to duty for any period during an off

duty period such employee shall be paid from the time of receiving recall until the time of finishing such recall duty with a minimum of one hour's payment for such recall at the following rates:

- 26.1.1 Within a spread of twelve hours from the commencement of the last previous period of ordinary duty - time and a half;
 - 26.1.2 Outside a spread of twelve hours from the commencement of the last previous period of ordinary duty - double time;
 - 26.1.3 On days observed as public holidays - double time.
- 26.2 Provided that if the employee who is on-call is recalled and does not have an uninterrupted break of six hours between midnight and the time of commencement the next period of ordinary duty he/she shall be entitled to time off of six hours from the time of finishing the last recall and the time of commencing his/her next period of duty without loss of pay.

27. SLEEPOVER ALLOWANCE

[27.1 varied by [T0270](#) [PR906869](#) [PR920035](#) [PR935647](#) [PR948627](#) [PR959337](#) [PR976465](#) [PR979709](#); [PR983341](#) ppc 09Oct08]

- 27.1 Where an employer requires an employee to sleepover on the employer's premises, for a period outside that of the employee's normal rostered hours of duty the employee shall be entitled to an amount of \$54.55 for social workers and community development workers, \$47.52 for youth workers, \$44.73 for welfare workers and \$50.82 for employees other than social workers, youth workers, welfare workers and community development workers for each sleepover period.
- 27.2 This allowance shall be deemed to provide compensation for the sleepover and also to include compensation for all work necessarily undertaken by an employee up to a total of one hour's duration.
- 27.3 Any work necessarily performed by the employee in excess of one hour during his/her sleepover shall attract the appropriate overtime payment as specified in clause 19 - Overtime.
- 27.4 Where an employee is required by the employer to sleep away from home due to work requirements as specified in 27.1, in addition to the allowance provided for in 27.1, the employer shall:
- 27.4.1 Reimburse to the employee the costs of single, private sleeping, bathroom and meal accommodation; costs of the purchase of linen, cutlery, crockery and blankets and the costs of regular laundering and/or maintenance of such items.
 - 27.4.2 The provision of 27.4.1. shall not apply where the items described therein are provided and maintained by the employer.

28. TELEPHONE ALLOWANCE

Where an employer requires an employee to install and/or maintain a telephone for the purpose of being placed on on-call, (as defined in clause 25 - On-call allowance) by the employer, the employer shall reimburse the installation costs and subsequent regular rental charges on production of receipted accounts.

29. TRAVEL ALLOWANCE

[29.1 varied by [PR906869](#) [PR959337](#) [PR973228](#) [PR977896](#); [PR983341](#) ppc 09Oct08]

29.1 Should an employee be required to use his/her own vehicle on his/her employer's business, the employee is to receive a vehicle allowance corresponding with the following table:

Engine capacity of motor vehicle not being a motor powered by a rotary engine	Engine capacity per kilometre by a vehicle powered rotary engine	Rate of allowance
More than 3000 cubic centimetres (3 litres)	More than 1500 cubic centimetres (1.5 litres)	83.13 cents
More than 2000 cubic centimetres (2 litres) but not more than 3000 cubic centimetres (3 litres)	More than 1000 cubic centimeters (1 litre) but not more than 1.500 cubic centimetres (1.5 litres)	79.30 cents
More than 1600 cubic centrimetres (1.6 litres) but not more than 2000 cubic centimetres (2 litres)	More than 800 cubic centimetres (0.8 litres) but not more than 1000 cubic centimetres (1 litre)	76.95 cents
1600 cubic centimetres (1.6 litres) or less	800 cubic centimetres (0.8 litres) or less	67.95 cents

29.2 An employee required to travel by other means in connection with his/her work shall be reimbursed all reasonable travelling expenses incurred.

29.3 Where an employee is called on duty at night or other than his/her normal hours or on any non-working day, he/she shall be reimbursed his/her fares, or, if using his/her own vehicle to travel between his/her home and place of work, shall receive a travelling allowance as set out in 29.1.

29.4 Where an employee is required to work at times and/or in places where the use of public transport could reasonably be deemed to place the employee in a position of possible personal risk, the employer shall provide suitable transport or shall authorise the employee to use his/her own vehicle. This clause shall include, where applicable, the employee's travelling between his/her home and place of work.

30. TRAVELLING EXPENSES

An employee required to stay away from home overnight shall be reimbursed the cost of board, lodging and casual meals.

31. UNIFORMS AND PROTECTIVE CLOTHING ALLOWANCE

Where it is necessary that an employee wear a uniform or protective clothing on duty, the employer must reimburse the employee for the cost of purchasing, laundering and maintenance of such clothing. The provisions of this clause do not apply where the clothing is supplied to the employee and laundered at the employer's expense.

PART 8 - LEAVE

32. ANNUAL LEAVE AND LEAVE LOADING

32.1 Period of leave

Employees shall be entitled to annual leave on full pay for a period equal to four working weeks for each continuous twelve months' service with an employer.

32.2 Annual leave exclusive of public holidays

The annual leave prescribed in 32.1 shall be exclusive of any of the holidays prescribed in clause 22 - Public holidays and if any such holiday falls within an employee's period of annual leave and is observed on a day on which in the case of an employee would have been an ordinary working day there shall be added to the period of annual leave time equivalent to the ordinary time which the employee would have worked if such day had not been a holiday.

32.3 Leave to be taken

32.3.1 The annual leave provided for in this clause shall be allowed and shall be taken and except as provided by 32.5, payment shall not be made or accepted in lieu of annual leave.

32.3.2 Except on application the payment of wages during annual leave for a period of less than one week shall be paid at the completion of the pay cycle rather than the commencement of the leave.

32.4 Time of taking leave

[32.4 varied by [PR967338](#) ppc 07Dec05]

Annual leave shall be given at a time determined by mutual agreement between the employer and the employee within a period not exceeding two years from the date when the right to annual leave accrued; provided that such annual leave may be deferred by mutual agreement in writing between employer and employee.

32.5 Proportionate leave

Where the employment of any employee is terminated at the end of a period of employment of less than twelve months the employer shall pay to the employee in addition to all other amounts due to an employee, an amount equal to 4/48ths of his/her ordinary pay for that period of employment.

32.6 Annual leave loading

[32.6 substituted by [PR954114](#) ppc 01Dec04]

32.6.1 In addition to the payment prescribed in clause 32.1 hereof, a loading of 17.5% shall be paid at the time leave is taken or at such other time as may be mutually agreed between the employer and the majority of employees in the workplace, always providing that the maximum allowance payable in respect of any one year's service shall not exceed the equivalent of the Australian Statistician's average weekly earnings per employed male unit for the September quarter of the year preceding the year in which the leave falls due.

32.6.2 The loading shall apply to pro rata leave on termination of employment, except where the employment has been terminated on the grounds of serious or wilful misconduct.

32.6A Shiftworkers -Saturday/Sunday work

[32.6A inserted by [PR954114](#) ppc 01Dec04]

Shiftworkers and workers who are regularly rostered to work ordinary hours on Saturdays and or Sundays will be entitled whilst on annual leave to receive an average of the penalty payments they would have received had they been working in lieu of the allowance provided for at clause 32.6 hereof. Provided that where the average penalty payments are less than the amount which would be payable under clause 32.6 hereof, the employee will be entitled to the higher amount.

32.7 Sickness during annual leave

Where an employee becomes sick whilst on annual leave for a period of not less than five days on which he/she would otherwise have worked, and immediately forwards to the employer a certificate of a legally qualified medical practitioner or other relevant practitioner, then the number of days not less than five specified in the certificate shall be deducted from any sick leave entitlement standing to the employee's credit, and shall be re-credited to his/her annual leave entitlement. If annual leave loading as provided for in 32.6 has been paid in respect of sick days referred to in this subclause, such leave loading shall not be re-credited.

32.8 Youth worker's additional week's leave

Where a youth worker regularly works his/her normal hours over any seven days of the week such employee shall be entitled to a further period of annual leave on full pay to five working days for each continuous twelve months' service with an employer.

33. PERSONAL LEAVE

33.1 Paid personal leave is available to an employee when he or she is absent due to:

personal illness or injury (sick leave); or

for the purposes of caring for an immediate family or household member that is sick and requires the employee's care and support (carer's leave); or

because of bereavement on the death of an immediate family or household member (bereavement leave).

33.2 The amount of paid personal leave to which an employee is entitled is set out below under provisions dealing with the types of personal leave described above.

33.3 In any year, unused personal leave accrues on the basis of that year's unused personal leave.

33.4 Sick leave

33.4.1 In the event of an employee becoming sick and unfit for duty he/she shall be entitled to sick leave on full pay as follows:

33.4.1(a) During the first year of service, one working day for each month of service;

33.4.1(b) During the second, third and fourth years of service, fourteen working days in each year; and

33.4.1(c) Thereafter 21 working days in each year.

33.4.2 To be entitled to sick leave on full pay an employee shall produce a certificate from a legally qualified medical or other relevant practitioner immediately on return to work; provided that single days up to a maximum of three in any one calendar year may be taken without the production of a medical certificate or statutory declaration.

33.4.3 Absences on sick leave either side of a public holiday shall not be paid unless a medical certificate, statutory declaration or other evidence satisfactory to the employer is provided within seven days of return to work.

33.4.4 If the full period of sick leave as described above is not taken in any year, such portion as is not taken shall be cumulative from year to year.

33.4.5 Where an employee transfers his/her employment to a hospital registered with and subsidised by the Hospitals and Charities Commission of Victoria and classified by that Commission in the categories of Special Hospitals (Metropolitan), General Hospitals (Metropolitan), Auxiliary Hospitals (Metropolitan), Base Hospitals (Country) and Hospitals for the Aged, or to the Gippsland Home and Hospital, Ovens and Murray Home, the Cancer Institute, Central Gippsland Hospital, West Gippsland Hospital or Latrobe Valley Community Hospital from another of the organisations so specified herein, accumulated sick leave standing to his/her credit up to a maximum of 280 working days at the date of such transfer shall be credited to him/her in his/her new employment as accumulated sick leave.

[33.5 Bereavement leave deleted by [PR967338](#) ppc 07Dec05]

33.5 Carer's leave

[33.6 renumbered as 33.5 by [PR967338](#) ppc 07Dec05]

[33.6.1 renumbered as 33.5.1 and substituted by [PR967338](#) ppc 07Dec05]

33.5.1 An employee, other than a casual employee, with responsibilities in relation to either members of their immediate family or members of their household who need their care and support shall be entitled to use, in accordance with this sub-clause, any sick leave entitlement which accrues after the date of this order for absences to provide care and support for such persons when they are ill or who requires care due to an unexpected emergency. The entitlements of casual employees are set out in clause 10.3.

[33.6.2 renumbered as 33.5.2 and substituted by [PR967338](#) ppc 07Dec05]

33.5.2(a) The employee shall, if required, establish by production of a medical certificate or statutory declaration, the illness of the person concerned.

33.5.2(b) When taking leave to care for members of their immediate family or household who require care due to an unexpected emergency, the employee must, if required by the employer, establish by production of documentation acceptable to the employer or a statutory declaration, the nature of the emergency and that such emergency resulted in the person concerned requiring care by the employee.

33.5.3 The entitlement to use sick leave in accordance with this subclause is subject to:

33.5.3(a) The employee being responsible for the care of the person concerned; and

33.5.3(b) The person concerned being either:

a member of the employee's immediate family; or

a member of the employee's household.

33.5.4 The term **immediate family** includes:

33.5.4(a) a spouse (including a former spouse, a de facto spouse and a former de facto spouse) of the employee. A de facto spouse means a person of the opposite sex to the employee who lives with the employee as his or her husband or wife on a bona fide domestic basis; and

33.5.4(b) a child or an adult child (including an adopted child, a step child or an ex-nuptial child), parent, grandparent, grandchild or sibling of the employee or spouse of the employee.

33.5.5 The employee shall, wherever practicable, give the employer notice prior to the absence of the intention to take leave, the name of the person requiring care and their relationship to the employee, the reasons for taking such leave and the estimated length of absence. If it is not practicable for the employee to give prior notice of absence, the employee shall notify the employer by telephone of such absence at the first opportunity on the day of absence.

33.5.6 Unpaid leave for family purpose

[33.5.6 substituted by [PR967338](#) ppc 07Dec05]

An employee may elect, with the consent of the employer, to take unpaid leave for the purpose of providing care to a family member who is ill. The employer and employee shall agree on the period. In the absence of agreement, the employee is entitled to take up to two days (up to a maximum of 16 hours) per occasion, provided the requirements in 33.5.1 and 33.5.2 are met.

[33.5.7 substituted by [PR967338](#) ppc 07Dec05]

33.5.7 Notwithstanding the provision of this clause, an employee may elect, with the consent of the employer, to take annual leave in single periods not exceeding ten days in any calendar year at a time or times agreed between them.

33.5.8 An employee and employer may agree to defer payment of the annual leave loading in respect of single day absences, until at least five consecutive annual leave days are taken.

33A. BEREAVEMENT LEAVE

[33A inserted by [PR967338](#) ppc 07Dec05]

33A.1 An employee shall on the death within Australia of a wife, husband, father, mother, child, stepchild, brother, sister, father-in-law or mother-in-law be entitled on notice to leave up to and including the day of the funeral of such relations, and such leave shall be without deduction of pay for a period not exceeding the number of hours worked by the employee in two ordinary days' work.

33A.2 Proof of such death shall be furnished by the employee to the satisfaction of his/her employer. Provided however that this clause shall have no operation while the period of entitlement to leave under it coincides with any other period of entitlement to leave. For the purpose of this clause the words "wife" and "husband" shall include wife or husband from whom the employee is separated and a person who lives with the employee as a de facto wife or husband.

34. PARENTAL LEAVE

[34:varied by [PR910675](#); substituted by [PR967338](#) ppc 07Dec05]

Subject to the terms of this clause employees are entitled to maternity, paternity and adoption leave and to work part-time in connection with the birth or adoption of a child.

The provisions of this clause apply to full-time, part-time and eligible casual employees, but do not apply to other casual employees.

An **eligible casual employee** means a casual employee:

- (a) employed by an employer on a regular and systematic basis for several periods of employment or on a regular and systematic basis for an ongoing period of employment during a period of at least 12 months; and
- (b) who has, but for the pregnancy or the decision to adopt, a reasonable expectation of

ongoing employment.

For the purposes of this clause, **continuous service** is work for an employer on a regular and systematic basis (including any period of authorised leave or absence).

An employer must not fail to re-engage a casual employee because:

- (a) the employee or employee's spouse is pregnant; or
- (b) the employee is or has been immediately absent on parental leave.

The rights of an employer in relation to engagement and re-engagement of casual employees are not affected, other than in accordance with this clause.

34.1 Definitions

34.1.1 For the purpose of this clause **child** means a child of the employee under school age except for adoption of a child where 'child' means a person under school age who is placed with the employee for the purposes of adoption, other than a child or step-child of the employee or of the spouse of the employee or a child who has previously lived continuously with the employee for a period of six months or more.

34.1.2 Subject to 34.1.3 hereof, in this clause, **spouse** includes a de facto or former spouse.

34.1.3 In relation to 34.5 hereof, **spouse** includes a de facto spouse but does not include a former spouse.

34.2 Basic entitlement

34.2.1 After twelve months continuous service, parents are entitled to a combined total of 52 weeks unpaid parental leave on a shared basis in relation to the birth or adoption of their child. For females, maternity leave may be taken and for males, paternity leave may be taken. Adoption leave may be taken in the case of adoption.

34.2.2 Subject to 34.3.6 hereof, parental leave is to be available to only one parent at a time, in a single unbroken period, except that both parents may simultaneously take:

34.2.2(a) for maternity and paternity leave, an unbroken period of up to one week at the time of the birth of the child;

34.2.2(b) for adoption leave, an unbroken period of up to three weeks at the time of placement of the child.

34.3 Maternity leave

34.3.1 An employee must provide notice to the employer in advance of the expected date of commencement of parental leave. The notice requirements are:

34.3.1(a) of the expected date of confinement (included in a certificate from a registered

medical practitioner stating that the employee is pregnant) - at least ten weeks;

34.3.1(b) of the date on which the employee proposes to commence maternity leave and the period of leave to be taken - at least four weeks.

34.3.2 When the employee gives notice under 34.3.1(a) hereof the employee must also provide a statutory declaration stating particulars of any period of paternity leave sought or taken by her spouse and that for the period of maternity leave she will not engage in any conduct inconsistent with her contract of employment.

34.3.3 An employee will not be in breach of this clause if failure to give the stipulated notice is occasioned by confinement occurring earlier than the presumed date.

34.3.4 Subject to 34.2.1 hereof and unless agreed otherwise between the employer and employee, an employee may commence parental leave at any time within six weeks immediately prior to the expected date of birth.

34.3.5 Where an employee continues to work within the six week period immediately prior to the expected date of birth, or where the employee elects to return to work within six weeks after the birth of the child, an employer may require the employee to provide a medical certificate stating that she is fit to work on her normal duties.

34.3.6 Special maternity leave

34.3.6(a) Where the pregnancy of an employee not then on maternity leave terminates after 28 weeks other than by the birth of a living child, then the employee may take unpaid special maternity leave of such periods as a registered medical practitioner certifies as necessary.

34.3.6(b) Where an employee is suffering from an illness not related to the direct consequences of the confinement, an employee may take any paid sick leave to which she is entitled in lieu of, or in addition to, special maternity leave.

34.3.6(c) Where an employee not then on maternity leave suffers illness related to her pregnancy, she may take any paid sick leave to which she is then entitled and such further unpaid special maternity leave as a registered medical practitioner certifies as necessary before her return to work. The aggregate of paid sick leave, special maternity leave and parental leave, including parental leave taken by a spouse, may not exceed 52 weeks.

34.3.7 Where leave is granted under 34.3.4 hereof, during the period of leave an employee may return to work at any time, as agreed between the employer and the employee provided that time does not exceed four weeks from the recommencement date desired by the employee.

34.4 Paternity leave

34.4.1 An employee will provide to the employer at least ten weeks prior to each proposed period of paternity leave, with:

- 34.4.1(a)** a certificate from a registered medical practitioner which names his spouse, states that she is pregnant and the expected dated of confinement, or states the date on which the birth took place; and
- 34.4.1(b)** written notification of the dates on which he proposes to start and finish the period of paternity leave; and
- 34.4.1(c)** except in relation to leave taken simultaneously with the child's mother under clause 34.2.2(a) or clause 34.6.1(a), a statutory declaration stating:

- 34.4.1(c)(i)** that he will take the period of paternity leave to become the primary care-giver of a child;

- 34.4.1(c)(ii)** particulars of any period of maternity leave sought or taken by his spouse; and

- 34.4.1(c)(iii)** that for the period of paternity leave he will not engage in any conduct inconsistent with his contract of employment.

34.4.2 The employee will not be in breach of 34.4.1 hereof if the failure to give the required period of notice is because of the birth occurring earlier than expected, the death of the mother of the child, or other compelling circumstances.

34.5 Adoption leave

34.5.1 The employee will notify the employer at least ten weeks in advance of the date of commencement of adoption leave and the period of leave to be taken. An employee may commence adoption leave prior to providing such notice, where through circumstances beyond the control of the employee, the adoption of a child takes place earlier.

34.5.2 Before commencing adoption leave, an employee will provide the employer with a statutory declaration stating:

- 34.5.2(a)** except in relation to leave taken simultaneously with the child's other adoptive parent under clause 34.2.2(b) or clause 34.6.1(a), that the employee is seeking adoption leave to become the primary care-giver of the child;

- 34.5.2(b)** particulars of any period of adoption leave sought or taken by the employee's spouse; and

- 34.5.2(c)** that for the period of adoption leave the employee will not engage in any conduct inconsistent with their contract of employment.

34.5.3 An employer may require an employee to provide confirmation from the appropriate government authority of the placement.

34.5.4 Where the placement of child for adoption with an employee does not proceed or continue, the employee will notify the employer immediately and the employer will

nominate a time not exceeding four weeks from receipt of notification for the employee's return to work.

34.5.5 An employee will not be in breach of this clause as a consequence of failure to give the stipulated periods of notice if such failure results from a requirement of an adoption agency to accept earlier or later placement of a child, the death of a spouse, or other compelling circumstances.

34.5.6 An employee seeking to adopt a child is entitled to unpaid leave for the purpose of attending any compulsory interviews or examinations as are necessary as part of the adoption procedure. The employee and the employer should agree on the length of the unpaid leave. Where agreement cannot be reached, the employee is entitled to take up to two days unpaid leave. Where paid leave is available to the employee, the employer may require the employee to take such leave instead.

34.6 Right to request

34.6.1 An employee entitled to parental leave pursuant to the provisions of clause 30 may request the employer to allow the employee:

34.6.1(a) to extend the period of simultaneous unpaid parental leave provided for in clause 34.2.2(a) and (b) up to a maximum of eight weeks;

34.6.1(b) to extend the period of unpaid parental leave provided for in clause 34.2.1 by a further continuous period of leave not exceeding 12 months;

34.6.1(c) to return from a period of parental leave on a part-time basis until the child reaches school age;

to assist the employee in reconciling work and parental responsibilities.

34.6.2 The employer shall consider the request having regard to the employee's circumstances and, provided the request is genuinely based on the employee's parental responsibilities, may only refuse the request on reasonable grounds related to the effect on the workplace or the employer's business. Such grounds might include cost, lack of adequate replacement staff, loss of efficiency and the impact on customer service.

34.6.3 Employee's request and employer's decision to be in writing

The employee's request and the employer's decision made under clauses 34.6.1(b) and 34.6.1(c) must be recorded in writing.

34.6.4 Request to return to work part-time

Where an employee wishes to make a request under clause 34.6.1(c), such a request must be made as soon as possible but no less than seven weeks prior to the date upon which the employee is due to return to work from parental leave.

34.7 Variation of period of parental leave

Unless agreed otherwise between the employer and employee, where an employee takes leave under clause 34.2.1 and 34.6.1(b) an employee may apply to their employer to change the period of parental leave on one occasion. Any such change to be notified as soon as possible but no less than four weeks prior to the commencement of the changed arrangements.

34.8 Parental leave and other entitlements

An employee may in lieu of or in conjunction with parental leave, access any annual leave or long service leave entitlements which they have accrued subject to the total amount of leave not exceeding 52 weeks or a longer period as agreed under 34.6.

34.9 Transfer to a safe job

34.9.1 Where an employee is pregnant and, in the opinion of a registered medical practitioner, illness or risks arising out of the pregnancy or hazards connected with the work assigned to the employee make it inadvisable for the employee to continue at her present work, the employee will, if the employer deems it practicable, be transferred to a safe job at the rate and on the conditions attaching to that job until the commencement of maternity leave.

34.9.2 If the transfer to a safe job is not practicable, the employee may elect, or the employer may require the employee to commence parental leave for such period as is certified necessary by a registered medical practitioner.

34.10 Returning to work after a period of parental leave

34.10.1 An employee will notify of their intention to return to work after a period of parental leave at least four weeks prior to the expiration of the leave.

34.10.2 Subject to clause 34.10.3, an employee will be entitled to the position which they held immediately before proceeding on parental leave. In the case of an employee transferred to a safe job pursuant to 34.9 hereof, the employee will be entitled to return to the position they held immediately before such transfer.

34.10.2(a) Where such position no longer exists but there are other positions available which the employee is qualified for and is capable of performing, the employee will be entitled to a position as nearly comparable in status and pay to that of their former position.

34.10.3 An eligible casual employee who is employed by a labour hire company who performs work for a client of the labour hire company will be entitled to the position which they held immediately before proceeding on parental leave.

34.10.3(a) Where such a position is no longer available, but there are other positions available that the employee is qualified for and is capable of performing, the employer shall make all reasonable attempts to return the employee to a position comparable in status and pay to that of the employee's former position.

34.11 Replacement employees

34.11.1 A replacement employee is an employee specifically engaged or temporarily promoted or transferred, as a result of an employee proceeding on parental leave.

34.11.2 Before an employer engages a replacement employee the employer must inform that person of the temporary nature of the employment and of the rights of the employee who is being replaced.

34.12 Communication during parental leave

34.12.1 Where an employee is on parental leave and a definite decision has been made to introduce significant change at the workplace, the employer shall take reasonable steps to:

34.12.1(a) make information available in relation to any significant effect the change will have on the status or responsibility level of the position the employee held before commencing parental leave; and

34.12.1(b) provide an opportunity for the employee to discuss any significant effect the change will have on the status or responsibility level of the position the employee held before commencing parental leave.

34.12.2 The employee shall take reasonable steps to inform the employer about any significant matter that will affect the employee's decision regarding the duration of parental leave to be taken, whether the employee intends to return to work and whether the employee intends to request to return to work on a part-time basis.

34.12.3 The employee shall also notify the employer of changes of address or other contact details which might affect the employer's capacity to comply with 34.12.1.

35. LONG SERVICE LEAVE – EMPLOYEE EMPLOYED BY A HOSPITAL OR HEALTH RELATED SERVICE

[35 Long service leave title changed and substituted by [PR968429](#) ppc 08Feb06]

35.1 An employee who is and has been in the service of a hospital registered with and subsidised by the Hospitals and Charities Commission of Victoria and classified by that Commission in the categories of Special Hospitals (Metropolitan), General Hospitals (Metropolitan), Auxiliary Hospitals (Metropolitan), Base Hospitals (Country) and Hospitals for the Aged, or the Gippsland Home and Hospital, Ovens and Murray Home, the Cancer Institute, Central Gippsland Hospital, West Gippsland Hospital or Latrobe Valley Community Hospital for an aggregate period of service of 15 years shall be entitled to six months' leave of absence on full salary or wages provided that in calculating such aggregate of service any period of employment in any one of the said institutions, benevolent societies or boards of less than six continuous months' duration shall be disregarded and provided further that in respect of any period of absence from employment between an engagement with one institution, benevolent society or board and another (excluding all periods of paid annual, long service or sick leave) of five weeks or less, service shall be deemed to be unbroken but it shall be necessary for an employee as part of his/her qualification for any long service leave entitlement, to serve such additional period as equals the period of such absence.

35.2 For the purposes of this clause, (except in the case of an employee's continuous service with the one institution, benevolent society or board where at present employed) all service prior to 1st January 1961 shall be disregarded and the onus of proving a sufficient aggregate of service to support a claim for any long service leave entitlement shall at all times rest upon the employee concerned. A certificate in the following form will constitute acceptable proof:

CERTIFICATE OF SERVICE

..... (Name of Institution) (Date)

This is to certify that.....(name of employee)

has been employed by this institution/society/board for a period of (years/ months/etc) from to(dates)

(Note: Full details of paid and other approved absences to be shown.)

.....
.....
.....

Signed Stamp of the Institute

(Manager or Officer in Charge)

35.3 The long service leave to which an employee is entitled shall be given as soon as practicable having regard to the needs of the employer's establishment but the taking of such leave may be postponed to such date as is directed by the Industrial Relations Commission but no such direction shall require such leave to commence before the expiry of six months from the date of such direction.

35.4 When an employee who has been in the relevant service for at least the period prescribed in 35.1 resigns or is retired and has not received long service leave due to him/her under this clause, such employee shall be entitled to a retiring gratuity from the employer equivalent to the salary or wage for the period of leave to which the employee would have been entitled under 35.1; plus a pro rata amount for all service in excess of fifteen years provided that such resignation or retirement is not due to serious or wilful misconduct.

35.5 Upon the death from any cause of an employee who, at the date of death was eligible for a grant of long service leave the employer shall pay to the legal representative of the deceased employee the amount that the employee would have been entitled to receive had he/she retired immediately prior to the date of his/her death.

35.6 In the case of an employee who has completed at least ten years' service but less than fifteen years with his/her employer(s) and whose employment is terminated:

35.6.1 by the employer for any cause other than serious or wilful misconduct;

- 35.6.2** by the employee for any reason;
- 35.6.3** such amount of long service leave as equals 1/30th of the period of continuous employment.
- 35.6.4** For the purpose of determining the entitlement of any employee under any provision of this clause in respect of a period of employment beginning before 31 December 1964, and ending after the said date so much of that service as was completed before the said date shall be reduced by 1/4 provided that only for the purpose of determining whether an employee is entitled under the provisions of 35.3 hereof no period of at least ten years' continuous service shall be reduced to less than ten years' service.

35.7 For the purpose of this clause the following definitions shall apply:

35.7.1 **Salary or wages** shall mean the employee's salary or wages (exclusive of overtime or other allowance) at the time leave was taken subject to any variation occurring in the wage during the period from the commencement of the leave until the resumption of work or in the case of an employee leaving the service or the death of any employee, the employee's salary or wages (exclusive of overtime or other allowances) immediately prior to the employee leaving the service or the death of the employee (as the case may be); provided that salary or wages does not include the salary or wages paid or payable to an employee who performed or was or is performing higher duties as defined in clause 23 - Higher duties allowance immediately prior to taking leave, leaving the service or the death of the employee (as the case may be).

35.7.2 **Service** for those persons shall mean service as from the date of first entering employment with the relevant institution, benevolent society or board whether or not such institution, benevolent society or board has been transmitted from one employer to another during the period of such employment and shall include all periods during which an employee was serving in Her Majesty's Forces or was made available by the employer for national duty or for other periods of paid absence in writing by the employer. In the case of other periods of unpaid absence occurring on or after 1 June 1965, including any period not exceeding twelve months in respect of any pregnancy, continuity of service shall be deemed to be unbroken and unless authorised in writing by the employer it otherwise shall be necessary for an employee, as part of his/her qualifications for any long service leave entitlement, to serve such additional period as equals the period of such unpaid absences in excess of an aggregate of one week in any year of employment.

35.7.3 **Personal representative** shall mean the executor original or by representation or administrator for the time being of a deceased person.

35.8 Provided that notwithstanding anything contained in 33.4 no employee transferring from one institution to another shall be entitled to be credited at the date of any such transfer with service aggregating more than ten years.

35A. LONG SERVICE LEAVE – OTHER

[35A inserted by [PR968429](#) ppc 08Feb06]

Except as provided in Clause 35, all employees shall be entitled to long service leave in accordance with the Long Service Leave Act 1992 (Victoria).

36. JURY SERVICE

36.1 An employee required to attend for jury service during his/her ordinary working hours shall be reimbursed by the employer an amount equal to the difference between the amount paid in respect of his/her attendance for such jury service and the amount of ordinary wage he/she would have received in respect of the ordinary time he/she would have worked had he/she not been on jury service.

36.2 An employee shall notify his/her employer as soon as possible of the date upon which she/he is required to attend for jury service. Further the employee shall give his/her employer proof of his/her attendance at the court, the duration of such attendance and the amount received in respect of such jury service.

36.3 Entitlement to jury service pay will not jeopardise other entitlements.

APPENDIX A - RESPONDENCY LIST

36a Community Resource Shop
A.C.R.O.D.
A.D.E.C.
A.W.A.R.E. Group Inc
Abercare Welfare Organisation
Aboriginal Community Elders Service
Action and Resource Centre
Action Group for Disabled Children Inc
Action On Disability Within Ethnic Communities
Action Research Issue Centre
Action Resource Centre
Action Resource Co-operative Ltd
Action Resource Network Inc
Active - Hyperactive Children's, Association
ADDREC Inc (Alcoholism and Drug Dependence Recovery Centre)
Adoptive Parents Association
Adult Children of Alcoholics
Advisory Council for Children with Impaired Hearing
African Community Council
After Hours Information Service
After Hours Service Against Sexual Assault (AHSASA)
Aids Housing Group
Aidslife Inc
Akawi Islamic Assoc.of Victoria
Alamein Community Committee
Albanvale Community Centre

Albury Wodonga CEC
Albury/Wodonga Low Vision Clinic Inc
Albury/Wodonga Volunteer Resource Bureau Incorporated
Alcom Flat
Alexandra Community
Alfred Street Neighbourhood Flat
Alkira Centre - Box Hill Inc
Allwood Neighbourhood Centre
Alma Road Neighbourhood House
Alpha Research Computer
Also Foundation Ltd
Altona Cab
Altona Financial Counselling Service
Altona Green Neighbourhood House
Altona Migrant Resource Centre
Altona North Community Centre
Altona Youth Housing Group
Alveston
Alzheimer Society of Victoria
Amaroo Neighbourhood House
AMIDA
Anakie and District Community Group Incorporated
Anglesea Community House
Anglesea District Community Health Centre
Anglican Marriage Education &, Counselling Services
Anglican Mission to the Streets and Lanes
Angliss Neighbourhood House
Apollo Bay Community Centre
Apollo Bay Community Health Service
Apple Users Soc. of Melb (AUSOM)
ARAFEMI Victoria
Ararat Community House
Ararat Family Care
Ararat Regional Housing Council
Arbias Inc
ARC Ballarat Women's Polydrug Rehabilitation Centre
Arrabri Community House
Arthritis Foundation of Victoria
Arts Access Society Incorporated
Ascot Vale Public Housing Tenants Group Inc
Ashburton and District Senior Citizens Welfare Association
Association for Autistic or Allied Disorders
Association for the Blind
Association of Greek Elderly Citizens Club
Association of Neighbourhood Houses & Learning Centres
Association of Ukrainians in Victoria

At Last Young Women Refuge
Atherton Gardens Residents Association
Attendant Care Coalition
Attwood House Community Centre
Augustine Centre
Aust Lebanese Welfare Committee
Aust Macedonian Welfare Council
Aust Viet Womens Welfare Association
Aust Yugoslav Welfare Society
Aust.Croatian Community Services
Aust.Lebanese Welfare Committee
Aust.Macedonian Welfare Council
Aust.Romanian Com.Health Welfare &, Services Association
Australian Greek Welfare Society
Australian Huntingtons Disease
Australian Institute of Welfare, & Community Workers
Australian Jewish Welfare Society Inc
Australian Polish Community Services
Australian Special Olympics
Australian Turkish Association
Australian Turkish Cultural Association
Australians Against Child Abuse
Avenue Neighbourhood House
Axedale Antics
B.U.M.C. Care Welfare Agency
Bacchus Marsh Community Centre
Bairnsdale D.T.C.
Bairnsdale Neighbourhood House
Ballandella Incorporated
Ballarat Children's Homes and Family Services
Ballarat Citizens Advice Bureau
Ballarat Council of Churches
Ballarat District Community Fund Inc.
Ballarat Family Services Centre
Ballarat North Community House
Ballarat Regional Alcohol and Drug Dependency Association (BRADDA)
Ballarat Regional Association for Community Education
Ballarat Rooming House Management Committee
Balwyn and District S.C.W.A.
Balwyn Community Centre
Bandiana Neighbourhood House
Banksia Community Group
Banksia Gardens Community Centre
Baptist Union of Victoria
Barwon & South/West Women's Health Service
Barwon Community Info & Referral, Assoc

Barwon Disability Resource Council Inc
Barwon Information Network
Barwon Psychiatric Resources Council
Barwon Region Housing Council
Barwon Region Tenant Association
Barwon Regional Association for Alcohol & Drug Dependence Inc
Barwon Regional Foster Parents Association
Barwon Reinforce
Barwon Youth Support Unit
Basin Community House
Bass Valley Community Group Inc
Bayside Community Youth Hostel
Bayside Shared Accommodation Register
Bayside Tenants Information Service Inc
Bayswater Neighbourhood House
Beaconfield Community Centre Inc
Bedford St Outreach Services
Beechworth Meals On Wheels Committee
Beechworth Neighbourhood Centre
Belgium Avenue Neighbourhood House
Belgrave South YWCA
Bellarine Living and Learning Centre
Benalla Citizens Advice Bureau Incorporated
Benalla Community Health Centre
Benalla Support Group
Benambra Neighbourhood House
Bendigo & District Epilepsy Self Help Group
Bendigo Community Health Services
Bendigo Community House
Bendigo Community Information Service
Bendigo Community Legal Centre
Bendigo Community Support Association
Bendigo Poverty Action Group
Bendigo Urban Emergency Accommodation Resource Centre
Bennettswood Neighbourhood House
Berry Street Inc
Berwick Neighbourhood Centre
Berwick-Cranbourne-Pakenham Housing Service
Berwickwide Community Health Serv
Bet Bet Neighbourhood House
Bethany Family Support
Better Hearing Australia Inc
Bicycle Victoria
Big Brothers - Big Sisters of Melbourne
Birallee Park Neighbourhood House
Birchip Community Support Group

Blackwood Street Neighbourhood, House
Blind Bight Community Centre
Boronia Baptist Church
Bowen Street Family Centre
Box Hill Cab
Box Hill Community Health Service
Box Hill North Neighbourhood House
Box Hill South Neighbourhood House
BRADD, Barwon Regional Association for Alcohol & Drug Dependence Inc
Braybrook/Maidstone Community Health Centre
Braybrook/Maidstone Public Tenants Union Inc
Brenda House Incorporated
Briagalong Community House
Bridge House
Bright and District Meals on Wheels
Brighton and District Helping Hand Association
Brighton Beach Occupational Group
Brighton C.A.B.
Brimbank Financial Counselling Ser
Broad Insight Group
Broadcare Community Centre
Broadford & District Community Health Centre
Broadmeadows Accommodation Service
Broadmeadows and District Migrant Resource Centre
Broadmeadows Cab
Broadmeadows Community Health Service
Broadmeadows Community Legal Centre
Broadmeadows Financial, Counselling Service
Broadmeadows Helping Hand Association
Broadmeadows Tenants Information Service
Broadmeadows Women's Community
Broadmeadows Youth Foundation Inc
Broadmeadows Youth Housing Project
Brosnan Centre Youth Service
Brotherhood of St Laurence
Brunswick /Coburg Learning Exchang
Brunswick Neighbourhood House
Brunswick Public Tenants Association
Brunswick/Coburg Financial, Counselling Service
Brunswick/Coburg, Accommodation Service
Buchan and District Community Centre
Buchan Resource Centre
Bulleen & Templestow Community, House
Buoyancy Foundation of Victoria
Burnley Neighbourhood Centre
Burwood Neighbourhood House

C.A.R.A.
C.D.L.C. (Wonthaggi)
CAB Sunraysia Inc
Calendia Day Care Centre
Camberwell Community Centre
Cambodian Association of Victoria
Cambodian Community Welfare Centre
Camcare Counselling & Care Service
CamCare Financial Counselling Service
Camcare Inc
Campbell Street Community House
Camperdown and District Community House Incorporated
Camperdown Basic Survival Group
Camperdown District Community Service Network
Cann River Community Centre
Canterbury Citizens Welfare Committee
Canterbury Family Centre
Canterbury Neighbourhood Centre
Care Welfare Agency Financial Service
Careforce
Care-Force North East
Carers Association of Victoria
Carlton Community Health Service
Carlton Contact Neighbourhood Centre Inc
Carlton Contact Neighbourhood House
Carlton Estate Residents Association
Carlton Rental Housing Co-Operative
Carlton/Fitzroy Financial Counselling Service
Caroline Chisholm Society
Caroline Lodge Collective Inc
CASA House
CASA, Loddon Campaspe Region
Casal Catala
Castlemaine & District Welfare Committee
Castlemaine Citizens Advice Bureau Inc
Castlemaine Community House
Castlemaine District Community Health Centre
Catholic Diocese of Ballarat
Catlefield Community Centre
Caulfield Cab
Celas Spanish Latin American Welfare Centre
Celas/Prodela/Cacwic
Central Gippsland Accommodation & Support Service
Central Gippsland Alcohol and Drug Service (CENGADS)
Central Gippsland Regional Accommodation
Central Gippsland Regional Housing

Central Highlands Community House Network
Central Highlands Community Legal Centre
Central Highlands Information Network Inc
Central Highlands Regional Housing Council Inc
Central Highlands Regional Residential Association
Central Highlands Womens Collective
Central Ringwood Community House
Central Victoria Community Health Service
Central Victorian Group Training Co Ltd
Chains Youth Housing Group
Charlton Community Health Centre
Chelsea Citizens Advice Bureau
Chelsea Community Health Centre
Chelsea Financial Counselling Service
Chelsea Heights Community Centre
Chelsea Neighbourhood House
Chelsea Rental Housing Co-Operative
Cheltenham Neighbourhood House
Cherish (Infant Welfare Bureau)
Child Abuse Action Group
Child and Family Care Network
Child Migrants Trust
Children Respite & Vacation Care Project
Children With Learning Difficulties
Childrens Protection Society
Childrens Welfare Association of Victoria Incorporated
Chiltern Meals On Wheels
Chinese Community Social Service Centre
Chirnside Park Community Centre
Christian Involvement Centres
Church Of All Nations
Churchill Community Health Centre
Churchill Neighbourhood Centre Inc
Circulo De Abuelos De Habla, Hispana De Victoria,
Citizen Advocacy Inner Ease Inc
Citizen Advocacy Western Region
Citizens Advice Bureau Lilydale
Citizens Advice Bureau Sunraysia Incorporated
Citizens Advocacy Barwon Region Inc
Citizens Advocacy Sunbury & District Inc
City of Broadmeadows
City of Heidelberg Handicapped Person's Bureau
Clota Neighbourhood Cottage
Clunes Neighbourhood House
Coalition Against Poverty and Unemployment
Co-As-It

Cobaw Community Health Service
Cobram C.A.B.
Cobram Community House
Cobram-Katamatite MOW
Coburg C.A.B.
Coburg Community Health Centre
Coburg Community Legal Service
Coburg/Brunswick Community, Legal & Financial Counselling Centre
Co-Care
Cockatoo Neighbourhood House
Cohuna District Hospital Community Health Service
Colac & District Emergency Accommodation Management Committee Inc
Colac Community Development Association Inc
Colac Do Care
Colac Financial Counselling Service
Colac Hostel Association
Colac Neighbourhood House
Coleraine & District Community Services Group
Collective Against Sexual Assault Melton
Collective of Self Help Groups
Collingwood Community Health Centre
Collingwood High Rise Tenants Association
Collingwood Neighbourhood House
Collingwood/Richmond Financial Counselling Service
Combined Students Legal Service
Communication Aids Users Society
Communities' Council on Ethnic Issues
Community Action Albury/Wodonga
Community Aid Volunteers Association Incorporated
Community Child Care
Community Information & Referral Centre
Community Information Resource Project
Community Links Action and Resource Centre
Community Options Vic
Community Resource Centre
Community Volunteer Bureau
Consumer & Tenancy Advice Service Inc, Wodonga
Consumer & Tenancy Advice Service Inc., Wangaratta
Consumer & Tenant Resource Centre Outer East
Consumer Advocacy & Financial Counselling Association
Consumer Credit Legal Service
Consumer Information Service
Consumer Law Centre Vic Ltd (Incorp Public Interest Law Clear)
Consumer Resource & Advocacy Centre
Coolaroo West Community Centre
Coolaroo West Tenants Group

Coomoora Community Centre
Coonara Community House
Cooroonya House
Cooroonya House Collective Inc
Copelen Child and Family Services
Corilong
Corio Community Health Centre
Corio Community Health Services Inc.
Corryong and District Community Service Committee Incorporated
Corryong Neighbourhood House
Council for Single Mother and Child
Counsellors Association of Victoria
Courtney Youth Services
Craigieburn Community Health Centre
Cranbourne & District Community Health Service
Cranbourne Citizens Advice Bureau
Cranbourne Community House Inc.
Cranbourne MOW
Crib Point Community House
Croatian Community Welfare Association of Victoria
Cultural Association of Newport & Surrounding Areas
Cuppa-Natta Neighbourhood House
Currawong House Incorporated
D.E.A.L.
Dallas Neighbourhood House
Dame Pattie Menzies Centre Inc
Dandenong & District YWCA
Dandenong C.A.B.
Dandenong Council
Dandenong North Neighbourhood
Dandenong Public Tenants Group
Dandenong YWCA Neighbourhood House
Dandy North Neighbours Inc
Darebin Community Legal Service
Darjon Outreach Project
Darley Neighbourhood House
Daylesford & Glenlyon Ratepayers & Residents Association
Daylesford Health & Human Services Committee
Daylesford Neighbourhood House
Daylesford Neighbourhood House and Learning Centre Inc
Deaf Services Network
Deafness Foundation of Victoria
Deans Marsh Community Cottage Incorporated
Deer Park Community Health Service
Deer Park Community Info Centre
Deer Park Community Information Centre Legal Programme

Deer Park Services Co-ordinating Group Inc
Derrinallum Progress Association
Diabetes Australia - Victoria
Diamond Creek Living and Learning Centre
Diamond Valley Community Health Centre
Diamond Valley Learning Centre
Diamond Valley/Eltham C.A.B.
Diamond Valley/Whittlesea Rental Housing Co-operative
Dight Abbotsford Collingwood Clifton Hill Tenants Association
Dight Abbotsford Collingwood, Clifton Hill Tenants Association
Dight Street Tenants Council Inc
Dignity Financial Counselling Service
Dingley Village Neighbourhood Centre
Disability Action & Participation Project
Disability Attendant Study
Disability Discrimination Law Advocacy Service
Disability Employment Action Centre Inc
Disabled Persons Action Group
Disabled Persons Reg Council Incorporated
Do Care (Geelong Co-operative Ltd)
Do Care Ballarat
Domestic and Social Violence Service
Domestic Violence and Incest Resource Centre
Doncare
Doncaster Com.Care & Counselling Centre Inc.
Donvale L and L Centre
Doveton Legal Service
Doveton Neighbourhood House
Doveton-Hallam Community Health Centre
Down Syndrome Association of Vic Inc.
Dromana Community House
Drug Users Parents' Aid (DUPA)
Drysdale Community Health Centre
Duke Street Community House Association
E.C.H.O. Inc
Eaglehawk Share & Care Centre
Eaglehawk Meals On Wheels
East Bentleigh Community Health Centre
East Burwood Counselling Centre and Nunawading CAB
East Gippsland Alcohol and Drugs Service (EGADS)
East Gippsland Regional Housing Council Steering Committee
East Maryborough Neighbourhood House
East Preston & East Reservoir Tenants Group
East Preston Community Health Centre
East Warrnambool Neighbourhood House
Eastern Community Legal Centre

Eastern Domestic Violence Outreach Service
Eastern Domestic Violence Outreach Service
Eastern Suburbs Rental Housing Co-operative
Eastwood Leisure Complex
Echuca Care Centre
Echuca Combined Welfare Services Inc.
Echuca Moama Community Volunteer Resources
Echuca Neighbourhood House
Echuca YMCA
Ecumenical Migration Centre
EDAR Services for Intellectually Disabled Adults
Elgin Square Residents' Association
Elmore Community Care Service
Elsternwick Estate Tenants Association
Eltham Community Health Service
Eltham Living and Learning Centre
Emerald Community House
Endeavour Centre
Endeavour Hills Community Health Centre
Endeavour Hills Uniting Church Neighbourhood Centre
Energy Action Group
Enmaraleek Association Inc.
Ensay Community Health Centre
Environment Defenders Office
Environment Victoria (Conservation Council of Victoria)
Epilepsy Foundation
Epistle Centre
ERAC Ltd
Erica Community Health Centre
Essendon Cab
Essendon Community Legal Service
Essendon Day Centre
Essendon Legal Service
Essendon Rental Housing Co-op
Ethnic Communities Council of Victoria
Ethnic Council of Shepparton and District
Ethnic Youth Issues Network, Youth, Affairs Council of Victoria
Family Access Network Inc.
Family Action
Family Action Dandenong Valley
Family Counsellors Association
Family Life Assistance Group
Family Mediation Centre Inc.
Family Planning Association of Victoria
Family Relationships Institute
Family Research Action Centre, Noble Park .

Family Resource Action Centre, Morwell
Family Resource Centre (Whittlesea Plenty Growth Area)
Family Resource Centre,
Family Support Group
Family Support Projects Association Incorporated
Family Worker Knox K.I.D.S.
FAST (Financial Advice Serv Team
Federation of Chinese Associations
Federation of Community Legal Centres
Filipino Community Council of Victoria
Financial Aid Office LaTrobe Uni
Financial Counselling & CIS
Financial Counsellors Association of Victoria
Finbar Family Neighbourhood House
Fitzroy & Carlton Community Credit Co-op
Fitzroy Advisory Service
Fitzroy Community Health Centre
Fitzroy Learning Network Inc.
Fitzroy Legal Service
Fitzroy Maltreatment Support Group
Fitzroy Richmond Collingwood, Accommodation Service
Fitzroy Youth Community Centre
Fitzroy/Collingwood Rental Housing Association
Flemington & Kensington Community Legal Centre
Flemington Community Health Centre
Flemington Neighbourhood House
Flemington Tenants Association Inc
Fletcher House Alcohol Rehabilitation Unit
Focus Association Inc
Footscray & District Y.M.C.A.
Footscray Community Legal Centre
Footscray Migrant Resource Centre
Foster Care Association of Victoria
Foster Community Centre
Foster Community House
Foster Grandparents Scheme
Foster Grandparents Scheme
Frankston C.A.B.
Frankston Community Health Service
Frankston Financial Counselling Service
Frankston Open Door
Frankston Rental Housing
Frankston Rooming House Project Steering Committee
Friends In Victoria Inc
Friends of the Pacific
Fusion Victoria

G.N.E.A.C.C.
Garden City Neighbourhood House
Gardiner Neighbourhood Centre
Gatehouse Day Centre
Gateway Centre
Geelong Community Legal Service
Geelong Community Radio Co-operative Ltd
Geelong Employ Ability Inc
Geelong Ethnic Communities Council Inc
Geelong Financial Counselling and Community Information Service
Geelong Migrant Resource Centre
Geelong Rape Crisis Centre
Geelong Tenants Advice Service Inc
Gellibrand Community Group
Gellibrand Neighbourhood House
Getting Together Epilepsy Self Help Group
Gippsland Accommodation & Rehabilitation
Gippsland Family Services
Gippsland Resource Co-op
Gippsland Tenants Services
Gippsland Womens Health Project Inc
Gippsland/Latrobe Valley Vietnam Veterans
Girgarre Community Group
Girls Action Inc
Gisborne & District Community Health Centre
Glastonbury Child and Family Services
Glenecho Neighbourhood House
Glenelg Family Care
Glenelg Foster Care
Glenelg Interchange
Glenelg Regional Information Network
Glenhuntly Neighbourhood House
Glenmeadows Public Tenants Group Inc.
Godfrey Street Neighbourhood House
Golden Square/Kangaroo Flat Community Health Centre
Good Shepherd Youth & Family Service Inc.
Goonawarra Neighbourhood House
Gordon Homes
Gormandale Community House and Learning Centre
Goroke Community Health Centre
Goulburn Accommodation Project
Goulburn North-East CASA
Goulburn Region Housing Information
Goulburn Regional Housing Council Incorporated
Goulburn Regional Residential Association
Goulburn Valley Centre

Goulburn Valley Centre for the Intellectually Handicapped
Goulburn Valley Community Care Centre
Goulburn Valley Interchange
Goulburn Youth Affairs Group
Graduates Association of the Institute of Early Childhood Development
Grant Street Community House
Greek Orthodox Archdiocese of Australia
Greek Orthodox Community
Greek Orthodox Community of, Broadmeadows and District
Greek Women's Learning Centre
Greenhills Neighbourhood Centre Inc
Greta South Community Resource Centre
Gronn Place Community Flat
Gurwidg Neighbourhood House
Haddon & District Community House
Hallam Community Centre Inc.
Hallam Community House
Hamilton C.A.B.
Hamilton Community Services Group
Hamilton Neighbourhood House
Hampton Community Centre
Hampton Park Community House
Handihelp
Hanover Welfare Services - Elsternwick
Hanover Welfare Services - South Melbourne/Carlton
Harrison Youth Services
Hastings Citizens Advice Bureau
Hastings Community House
Hawthorn Community House
Hawthorn Neighbourhood House
Healesville & District Aboriginal Co-op Ltd
Healesville Adult Day Care Centre Inc
Healesville Living and Learning Centre
Health Issues Centre
Healthsharing Women's Health Information Service
Heathcote Community Health Service
Heathdale Community Centre
Heidelberg C.A.B.
Heidelberg Public Tenants Association
Heyfield Community Resource Centre
Heywood and Rural Learning Centre
Hi-City Supported Employment
Hihett Community Association
HIV AIDS Legal Centre
Hmong Australia Society
Holden Street Neighbourhood House

Holmes Street Tenant Group
Homeless Fund
Horn of Africa Community Access Network
Horsham Community House
Horsham Disabled Persons Association Inc
Horsham Low Income Group
Housing for the Aged Action Group
Housing Options Program
Housing Resource & Support Service
Hub, Horsham Learning Centre
Hunt Club Community Centre
Ilma Lever Garden Centre
Independence and Support Group (The Cottage)
Indo China Ethnic Chinese Association (ICECA)
Indo-Chinese Community Flat
Inglewood/Wedderburn Community Health Services
Inner East Citizens Advocacy
Inner East Foster Care
Inner Eastern Regional Housing
Inner Eastern Women's Outreach Service Inc
Inner Neighbourhood Association Inc.
Inner Urban Co-op
Inner Urban Regional Housing Council
Inner Western Region MRC
Interchange Ballarat East
Interchange Barwon
Interchange Canterbury
Interchange Central Gippsland
Interchange Family Program
Interchange Northern Region
Interchange Outer East
Interchange Outer Eastern Region
Interchange Southern Region Inc
Interchange Western Region Inc
Inter-Church and Industry Mission
International Social Services
International Women's Day Collective
Irymple MOW
Islamic Society of Victoria
Islamic Women's Welfare Council of Victoria
Japara Community House
Jewish Crisis Centre
Jika Jika Neighbourhood House
Joint Effort Association (SWAP) Co-op
Jordanville Community Committee Centre
Jordanville Family Counselling

Juvenile Diabetes Foundation Australia
K.J.C. El Salvadorean Community Project
Kallista Community House
Kangarong Care Centre
Kangaroo Flat Community Group Inc.
Karingal Inc
Karingal Neighbourhood House
Kawinda House
Kealba Community Centre
Kensington Community Health Centre
Kensington Tenants Association
Kensington Womens Group
Kerang & District Community Resource Centre
Kerang & District Epilepsy Self Help Group
Kerang Alzheimers Support Centre
Keriva
Kerrie Neighbourhood House
Kerrimuir Neighbourhood House
Kew Community House
Kew/Hawthorn Information & Support
Kildonan Child and Family Services
Kilmany Family Care
Kinglake Neighbourhood House
Knox Community Support Service
Knox Community Volunteers
Knox Financial Counselling Service
Koonung Cottage Community House
Koorie Neighbourhood House
Kooweerup & District Meals On Wheels
Kosher Meals On Wheels Association of Victoria
Kurdish Association of Victoria
Kyabram Community Centre Inc
Kyneton Neighbourhood House
La Trobe Information & Support Centre
Lake Bolac & District Development Committee
Lakes Care Inc
Lakes Entrance Community Health Centre
Lalor & District Community Health Centre
Lalor Living & Learning Centre
Lancefield Neighbourhood House
Lang Lang Community Centre
Langwarrin Learning and Living Centre
Lanigiro Housing Group
Lao - Australian Cultural Association
Lao Australian Welfare Association
Lara Community Centre

Latin American Association of Community, and Welfare Services
Latin-American Community Development Project
Latrobe Citizen Advocacy
Latrobe Valley CAB Inc
Latrobe Valley Collective
Latrobe Valley Financial Counselling Service
Latrobe Valley Migrant Resource Centre Inc
Latrobe Valley Village
Laverton Community Centre Inc
Learning For The Less Mobile
Legacy House
Leigh Community Care Centre
Leisure Focus Loddon Campse
Leisure Networks
Leongatha Childrens Centre
Leongatha Community House
Leongatha Community Youth Club
Lifeline Ballarat
Lifeline Geelong
Lifeline Glenelg (Victoria) Inc
Lilydale & District Community Info Centre
Lisa Lodge - Hayeslee
Lismore Progress Association
Loch Sport Community Health Centre
Loddon Campaspe D.P.C.I.
Loddon Campaspe Women's Health Service
Loddon Mallee Interchange
Loddon-Campaspe Regional Housing Council
Long Gully Community House
Long Gully Neighbourhood House
Lorne Community Health Service
Louise Multi-Cultural Centre Inc
Low Income Network Inc.
Low Income Peoples Network
Lower Plenty Neighbourhood House
Lutheran Social Services
Lyre Bird Community Centre
M.H.W.H. Group Inc
Macaulay Community Enterprise Network Ltd
MacKillop - Mercy Family Care Centre
MacKillop - St. Anthony's Family Service
MacKillop - St. Augustine's
MacKillop - St. Joseph's
MacKillop - St. Joseph's Babies & Family Services
MacKillop - St. Vincent de Paul Child & Family Services
Macrina Street Neighbourhood House

Maldon Neighbourhood Centre
Mallacoota and District Family Counselling Service
Mallacoota Community House
Mallee Crisis Committee Inc
Mallee Family Care Inc
Mallee Regional Housing Council
Mallee Support & Development Group
Mallee Tenancy & Consumer Advice.Service
Mallee Tenancy Advice Service
Mallee Tenancy Advice Service Inc.
Maltese Community Council
Malvern Community Information
Mansfield & District Community Centre
Mansfield Support Group For Children With Special Needs
Maroondah Accommodation Service
Maroondah Alcoholics Recovery Project (MARP)
Maroondah Social Health Service
Marriage Guidance Council of Victoria
Maryborough Citizens Advice Bureau
Maryborough Community Information Centre
Maryborough Neighbourhood House
Marysville & District Community Care Centre
Maryville Hostel
Maternal & Child Health Group
Mawarra Centre
McGregor House
Melba Centre
Melbourne Addiction Recovery Service
Melbourne Association of Child Youth (M.A.C.Y.S)
Melbourne CAB
Melbourne City Mission
Melbourne Esperanto Society
Melbourne University Student Union Legal Service,
Melton Community Health Centre
Melton Rental Housing Co-operative
Melton South Community Centre
Mental Health Legal Service
Menzies Homes for Children
Merbein Community Health Centre
Merbein Meals On Wheels
Mercy Family Care Centre
Meredith Community House
Meredith Neighbourhood House
Merhamet Muslim Welfare Association
Merri Housing Group
Merrigan Community Access Group

Metung & District Care Group Inc
Migrant Resource Centre
Migrant Resource Centre Geelong
Migrant Resource Centre North West Region
Migrant Resource Centre Prahran
Migrant Resource Centre Westgate Region
Mildura Meals On Wheels
Mildura Youth Centre
Mill Park Neighbourhood House
Milpara Community House
Minyip Community Health Centre
Mission of St James and St John
Mitcham Community House
Mitchell House
Moe & District Meals On Wheels
Moe Accommodation Resource Service
Moe and District Community Health Centre
Moe Friends of Disabled Association Inc
Moe Life Skills Community Centre
Moe Neighbourhood House Inc.
Moe Rental Housing Co-operative
Moe Rooming House Group
Moe Volunteer Aid Program
Moe/Narracan Social Planning Council
Monash Oakleigh Legal Service
Montefiore Homes For The Aged
Montrose House
Moonee Ponds Community Centre
Moongala Womens Co-op
Moorabbin CAB
Moorabbin Network
Moorabbin Rental Housing Co-op
Moorfields Community for Adult Care
Mooroolbark/Croydon Community Health Centre
Mooroopna Community Group
Mordialloc CAB
Mordialloc Neighbourhood House
Mordialloc/Cheltenham Community Health Centre
Moreland Hall
Morgana Women's Group
Mornington Community Contact House
Mornington Information Centre Inc
Morrison House
Morwell & District Community Volunteers Inc
Morwell & Traralgon Accommodation Service Inc
Morwell Community Health Centre

Morwell Neighbourhood House
Motor Neurone Society of Victoria Inc
Mount Martha Community Contact
Mount Street Neighbourhood Community
Mountain District Community Health Centre
Mountain District Womens Co-op
Movement Against Uranium Mining
Mt Alexander Community Information Centre
Mt Beauty Neighbourhood Centre
Mt Eliza Community Contact
Mulgrave Neighbourhood House Inc
Multiple Sclerosis Society of Victoria
Murray Border Association of Vietnam Veterans
Murray Mallee Regional Development Board
Murray Valley Aboriginal Health Service Aboriginal Co-op
Murray Valley Centre
Murrayville Community Awareness Group
Muscular Dystrophy Assoc of Victoria
Muslim Welfare Board of Victoria
Myrtleford Support Group For Children With Special Needs
N.W.R.A.I.D.
Nadrasca Inc
Nagambie Community Centre
Nara Community Child Care Centre
Narre Warren Community Health Centre
Narre Warren Neighbourhood House
Nase Zene (Yugoslav Women
Nathalia District Community Association
National SIDS Council of Australia Ltd
Network Neighbourhood Houses and Community Education
Network of Inner East Community Houses Inc
Newlands Public Tenants Assoc
Ngwala Willumbong Co-operative
Nhill Neighbourhood House
Nhill Rural Counselling
Nicholson Street Neighbourhood House
Noble Park Community Centre
NORACCOM
Norlane Neighbourhood House
North and West Melbourne Neighbour
North Ballarat Neighbourhood House
North Balwyn Citizens Welfare Association
North Carlton Neighbourhood House
North Cyprus Turkish Community of Victoria
North East Consumer Support
North East Drug & Alcohol Service (NEDAS)

North East Region Youth Housing Program
North East Steering Committee Against Sexual Assault
North East Women's Health Service Inc
North Eastern Region Migrant, Resource Centre
North Eastern Regional Housing Advisory Council
North Eastern Regional Youth Housing Programme
North Melbourne Legal Service
North Melbourne Tenants Association
North Richmond Family Care Centre
North Richmond Family Resource Group
North Riding Community Action Group Inc
North Riding Living and Learning
North Ringwood Community House
North Shepparton Community House
North West Accommodation Service
North West Interchange
North West Region MRC
North/West Melbourne Community Health Centre
Northcote C.A.B. & Information Centre Inc
Northcote Community Health Centre
Northcote Community Legal Service Inc
Northcote Financial Counselling Service
Northcote Legal Service
Northcote Rental Housing Co-operative
North-East CASA
Northern Geelong Rental Housing Co-operative
Northern Mallee Information Bureau
Northern Metropolitan Migrant, Resource Centre
North-West Community Resource Exchange
Norwood Association
Nowa Nowa Community Health Centre
Numurkah & District Welfare Committee
Numurkah Community Learning Centre Inc
Nunawading Community Legal Service
Nunawading Emergency Housing Service
Oakleigh Branch
Oakleigh Rental Housing Co-operative
Oakleigh/Clayton
Ocean Grove Health Link
Ocean Grove Neighbourhood Centre
Odyssey House Victoria
Oesteogenesis Imperfect Foundation
Old Courthouse Community Centre
Older Persons Action Centre
Older Persons Action Centre (OPAC)
Older Women's Network of Victoria

Olinda Community House Inc
Omeo Community Centre
Open Door Keysborough
Open Door Neighbourhood House
Open Door Seaford
Open House Christian Involvement Centre
Options For Community Listing Inc
Orana Family Services
Orbost Community Health Services
Orbost Neighbourhood Resource Centre
Oromo Community Association
Orwil Street Community House
Otway Womens Group
Outdoor Experience Programme (T.O.E.)
Outdoors Inc
Outer East Council for Developing
Outer East Regional Housing Council
Outer East Regional Housing Council Inc
Outer Eastern Ethnic Communities Council
Outer Eastern Women's Health Service
Outer Western Psychiatric Disability Services Association
Outlets
Outreach Community Centre Inc
Ouyen Community Group
Ouyen Neighbourhood House
OVECA
Ovens & King Community Health Centre
Overseas Service Bureau
Oz Child - Children Australia Inc
Pakenham CAB
Pakenham Neighbourhood House
Pakenham Volunteer Care Group
Palm Lodge Rehabilitation Centre
Pangerang Community House
Parents Anonymous
Parents Of Hearing Impaired Children
Parents Of Missing Children Inc.
Parents Support Group Of Children With Learning Disabilities
Parents Without Partners
Park Orchards Community House
Parkdale Neighbourhood House
Parliament Place Clinic
Pascoe Vale Drop In Centre Inc
Pathway Centre
Patterson Lakes Community Centre
Paynesville Neighbourhood House

Peninsula Community Health Service
Penumbra Centre Inc
People First - Victoria
People for Nuclear Disarmament
People House
People Projects
Personal Emergency Line
Peterson Avenue Neighbourhood Network
Phillip Island Community Care
Phillip Island Community Centre
Pines Forest Community Centre
Polish Community Council Of Victoria Inc.
Port Fairy Community House
Port Melbourne Neighbourhood Centre
Port Melbourne Public Housing Tenants Association
Port' N South Living & Learning Centre
Portarlington & District Community Health Centre
Portland And District Co-ord Health & Welfare Group
Portland Community Health Centre
Portland Housing Programme Inc
Portland Neighbourhood House
Poverty Action Group
Poverty Action Program
Power Neighbourhood House
Powerline Action Victoria
Prahran & Malvern Community Housing Group
Prahran Branch
Prahran CAB
Prahran City Parish Mission
Prahran Community Health Centre
Prahran Community Housing Inc
Preston Citizens Advice Bureau
Preston Neighbourhood House
Preston/Reservoir M.R.C.
Probation Officers And Volunteers In Corrections
Prostitutes Collective Victoria
Public Interest Law Clearing House
Public Transport Users Association
Puckapunyal & District Neighbourhood Centre
Pyalong Neighbourhood House
Pyramid Hill Community Support Group Inc
Pyramid Hill Neighbourhood House
Quambatook Community Care Centre
Queenscliff & District Community Health Centre
Queenscliff & District Neighbourhood House
R.E.W.P. Collective

Reach Out
Reach Out For Kids Foundation
Red Cliffs Meals On Wheels
Redcliffs Community Resource Centre
Refugee Advice and Casework Service
Regional Information Network
Reinforce Incorporated
Reservoir MOH Tenants Group
Richmond Community Care
Richmond Community Health Centre
Richmond Fellowship of Victoria
Riding For The Disabled Of Victoria Inc
Ringwood Croydon Advisory Service
Ringwood/Croydon Rental Housing Co-operative
Robinson Reserve Neighbourhood House
Robinvale Co-ordinating Group
Robinvale Network House
Robinvale Self Help Group
Rochester Community Welfare Committee
Rockbank Neighbourhood House
Rosebud Community House
Rosedale & District Community Care Centre
Rosedale Neighbourhood House
Rosewall Neighbourhood Centre
Ross House Association
Royal Victorian Institute for the Blind Ltd
RP Society
Russian Ethnic Representative Council of Victoria
Rutherglen Childrens Services Group
Rutherglen Community Health Service
Rye Community House
S.E.A.L.
S.R.A.C.
S.W. Regional Network Of Neighbourhood Houses
S.W.H.A.C.
S.W.R.S.A.
Sale & District Support Group For Disabled Children Dippydale
Sale Neighbourhood House
Salvation Army (Victoria) Property Trust
San Remo and District Community Health Centre
Sandringham Citizens Advice Bureau
Sandy Beach Community Centre
Sandy Point Community Group
Save the Children Fund
Savoy Club
Scan For Youth Inc

Scarlet Alliance
Schizophrenia Fellowship of Vic Inc
Sea Lake & District Neighbourhood House
Sebastopol Community Health Centre
Selby Community House
Selwyn House
Serbian Welfare Association of Victoria
Seville Community Group Inc
Sex Addicts Anon
Sexaholics Anon
Sexual Assault Centre
Seymour & District Information & Referral Centre
Seymour Community House
Seymour Early Intervention & Parent Support Group
SHAC
Share Care Incorporated
Shelter Victoria
Shepparton & Benalla Financial Counselling Service
Shepparton Community Newsletter
Shepparton Rooming House Management Committee
Shepparton-Benalla Debt Counselling Service
Sherbrooke Community
Sherbrooke Community Information Centre Inc.
Shire of Bulla Craigieburn Neighbourhood
Shopfront Family Resource Service
Simpson & District Community Centre
Single Women In Support of Housing Options
Site Rating Defence
SLAM (Shared Learning & Activities)
Smith Family, Collingwood
Smith Family, Sunshine
Snowbird Community Day Centre
Snowden House
Sol Green Recreation Centre
Somali Digil & Mirifle Association
Somali Relief Association
Sorrento Community House
South Central Region MRC
South East Asian Assistance Comm.
South East Resource Action Centre Inc
South Eastern Region MRC
South Gippsland Accommodation Service
South Gippsland Alcohol & Drug Service
South Gippsland CAB
South Kingsville Community Centre
South Oakleigh Neighbourhood Centre

South Port Community Legal Service
South Port Rooming House Services Inc
South Region Childrens Services Network
South West Gippsland Community Contact Centre
South West Gippsland Community Welfare Group
South West Gippsland Financial Counselling Service
South West Gippsland Residential Services Association
South West Regional Disability Services Inc
South West Tenants Information Network
South Western Comm.Care
South Western Community Care Inc.
South. Gippsland CAB
South. Western Community Care
Southern Communities Legal Service
Southern Community Centre
Southern Consumer & Financial Advocacy Service Inc.
Southern Ethnic Advisory and, Advocacy Council
Southern Family Life Service Association
Southern Mallee Regional Housing Council
Southern Peninsula Citizens Advice Bureau
Southern Peninsula Community Care Inc
Southern Region Aged Services Network
Southern Region Financial Counselling Service
Southern Region Neighbourhood Houses Network
Southern Regional Housing Council
Southern Women's Health Action Group
South-Port Community Health Centre
Southport Financial Counselling Service
Span Co-op Ltd
Spanish Latin-American Welfare Centre
Spastic Society of Victoria Ltd
Speak Easy
Spring Creek House
Springdale Community Cottage
Springvale Community Aid & Advice Bureau
Springvale Community Centre
Springvale Community Health Centre
Springvale Indo-Chinese Mutual Assistance Association
Springvale Legal Service
Springvale Neighbourhood House
Springvale/Chelsea Youth Housing Projects
St Albans Community Health Centre
St Albans Community Housing Program
St Albans Community Youth Club
St Albans Legal Service
St Albans Multicultural Consultative Council

St Albans Support & Assistance Programme
St Anthony's Family Service
St Arnaud & District Intellectually Disabled Persons' Welfare Assoc.
St Arnaud Community Health Service
St Arnaud Youth & Community Support Group
St Augustines Adolescent & Family Services (Barwon)
St John's Houses for Boys & Girls
St Joseph's
St Joseph's Homes for Children
St Kilda Citizens Advice Bureau
St Kilda Community Development Advisory Committee
St Kilda Community Group
St Kilda Community Health Centre
St Kilda Legal Service
St Kilda Parish Mission Drop In Centre
St Kilda Public Tenants Association
St Kilda Rooming House Issues Group
St Marks Community Centre
St Martins Uniting Church Centre Of Interest
St Mary's House of Welcome Ltd
St Peters & St Andrews Anglican Church
St. Lukes Family Care
St.Kilda Financial Counselling Service
Star Victorian Action on Intellectual Disability
Stawell Neighbourhood House Inc
Stay Management Committee Group Inc
Step Family Association of Victoria Inc.
Stepping Stones Parent Support Group
Stonnington Tenants Association
Strathdon Community
Sudden Infant Death Research Foundation Inc
Sunassist
Sunbury & District Citizens Advocacy
Sunbury Community Health Centre
Sunbury Financial Counselling Service
Sunbury Womens Drop In Centre
Sundaris - Sunraysia Community Health Services Inc
Sundowner Avenue Neighbourhood House
Sunraysia CAB
Sunraysia Ethnic Communities Council
Sunraysia Housing Action Committee
Sunraysia Youth Accommodation Group
Sunshine Legal Service
Surrey Hills Community Centre
Surrey Hills Neighbourhood Centre
Survivors of Incest Supporting Others

Sussex Neighbourhood House
Sutherland Child, Youth and Family Services
Swan Hill & District Alcohol & Drug Awareness Centre (SHADAC)
Swan Hill & District Committee For Ageing
Swan Hill & Regional Residential Units
Swan Hill C.A.B. Inc
Swan Hill Community Health Service
Swan Hill Family Welfare Group
Swan Hill Neighbourhood House
Swan Hill Tenants Information Service
Swan House Incorporated
Syblia Feminist Press Limited
Sydenham Community Planning Association
Sydenham Neighbourhood House
Tallangatta Maternal & Child Health Centre
Task Force Counselling Programme
Tatura Care & Share Community Group Inc.
Tatura Care and Shire Community Centre
Teamcare Incorporated
Teesdale Residents Association
Tenants Union of Victoria
Tenants Union of Victoria, Fitzroy
Tenants Union of Victoria, Footscray
Tenants Union of Victoria, St Kilda
Terang Resources Inc
Thornbury Womens Neighbourhood House
Timboon & District Community Health Centre
Timor Ethnic Chinese Community In Victoria
Timorese Association in Australia
Tongala Community Activities Centre
Torquay Community Health Centre
TRANX (Tranquilliser Recovery & New Existence) Inc
Traralgon Community Health Service
Traralgon Neighbourhood House
Tree Project
Trentham Neighbourhood Centre Inc.
Trinity Community
Trudewind Neighbourhood House
Try Youth and Community Services
Tullamarine Community House
Tullamarine Residents in Action Inc
Turkish C.S. Co-op Ltd
Turkish Community Welfare Association Inc
Turkish Migrant Womens Association of Vic
Turkish Speaking Community Workers Association of Victoria
Turkish Welfare Association of Victoria

Unattached Vietnamese Minors Association
Undeera and District Development Association
Understanding & Support (US) Society
Unicare House
Union of Australian Women
Uniting Church Centre
Uniting Church in Australia
Upper Beaconsfield Community Centre
Upper Murray Family Care
Upper Murray Poverty Action Project
Upper Murray Regional Advisory Council
Upper Murray Regional Childrens Service Group
Upper Murray Regional Neighbourhood Network
Upper Ovens Volunteer Support Group
V.A.N.I.S.H.
V.C.C., Project Worker
V.C.O.T.A.
V.E.C.W.S.
VAADA
VADCARE
Valley Alcohol Drug Counselling & Referral Education (VADCARE)
Vermont South Community House
Very Special Kids
Vic Serv
Vicraid
Vicrod
Victims of Crime Assistance League
Victorian Aboriginal Community Services Association Incorporated
Victorian Aboriginal Legal Service
Victorian Adult Literacy & Basic Education Council
Victorian Aids Council
Victorian Association for the Care & Resettlement of Offenders
Victorian Association of Alcohol & Drug Agencies (VAADA)
Victorian Association of CAB Inc
Victorian Association of Community Information Centres
Victorian Childrens Aid Society
Victorian Community Info Network
Victorian Community Managed Mental Health Services (Vicserv)
Victorian Co-operative on Childrens Services for Ethnic
Victorian Council of Churches
Victorian Council of Social Service
Victorian Council of the Ageing
Victorian Deaf Society
Victorian Foundation for Survivors of Torture
Victorian Housing Workers Network
Victorian Immigration Advice & Rights Centre

Victorian Information & Welfare Network Inc
Victorian Lupus Association
Victorian Macintosh Users Group
Victorian Mental Illness Awareness Council
Victorian School for Deaf Children
Victorian Society for the Prevention of Child Abuse and Neglect
Vietnamese Community Group in Broadmeadows
Vietnamese Community in Australia
Vietnamese Community in Australia - Victoria
Vietnamese Welfare Assistance & Development Association (VINAWADA)
Viewbank Neighbourhood House (Jalinga)
Villa Maria Society for the Blind
Villamanta Legal Service
Vines Road Community Centre Inc
VMCSA Community Resource Centre
Volunteer Centre of Victoria
W.G.R.A.I.
Walker Street Residents Association Inc
Wallan & District Community Group
Wallara Dandenong
Waminda Community House
Wangaratta C.A.B.
Wangaratta Family Support Group Inc
Wangaratta MOW
Waranga Community House
Warracknabeal Neighbourhood House
Warragul Neighbourhood House
Warrandyte & District Welfare Service
Warrandyte C.A.B.
Warrandyte Community Workshop Ltd
Warrandyte Neighbourhood House
Warrandyte Youth Services
Warrnambool & District YMCA
Warrnambool Citizens Welfare Group
Warrnambool Regional Association for Alcohol & Drug Dependence (WRAAD)
Warrnambool Womens Festival
Wastonia Neighbourhood House
Wathaurong Aboriginal Co-op
Watsonia Consumer Support Shopfront Family Resource Centre
Watsonia Neighbourhood House
Wavecare
Waverley CAB
Waverley Community Health Centre
Waverley Helpmates
Waverley Learning Centre
Waverley Volunteer Outreach

Waverley Youth H.G.
Wavlink Inc
Wedderburn Community Neighbourhood
Welfare Rights Unit
Wellcoming Women's Health Service
Welsey Central Mission
Wendouree Community Health Centre
Wendouree West Community House
Werribee Arthritis Self Help Group
Werribee Branch
Werribee C.A.B.
Werribee Community Centre
Werribee Family Services
Werribee Legal Service
West Add
West Bellarine Community Health Centre
West CASA
West Footscray Neighbourhood House
West Goulburn Community Health Centre
West Heidelberg Community Health Centre
West Heidelberg Legal Service
West Region Financial Counselling Service
West Region Indo-Chinese Youth Support Group
West Turk Rental Housing Co-Operative
West Ward Community House
West Ward Neighbourhood House
West Wodonga Neighbourhood House
West Wyalong Neighbourhood Centres Inc
WESTADD Inc (Western Region Centre for Alcohol and Drug Dependence)
Westcod
Western Association of Community Centres
Western Citizen Advocacy
Western Port Employment Support Service
Western Region Community Relations Committee
Western Region Financial Counselling Group Inc
Western Region Group Training Ltd
Western Region Housing Council Inc
Western Region Turkish Education, & Welfare Association
Western Regional Financial Counselling Group
Western Regional Financial Counselling Service
Western Suburbs Lebanese Welfare Committee
Western Suburbs Legal Service
Western Women's Health Service
Westernport Community Volunteer Network
Westernport Drug and Alcohol Services (WDAS)
Westernport Regional Housing Council

Westernport Regional Youth Housing Group
Westgate Community Health Services
Westgate Community Health Services
Westgate Community Initiatives Group Inc
Westgate Region MRC
Westraid
Westvale Community Centre
Whealers Hill Family Centre
Whittington Neighbourhood Centre
Whittlesea C.A.B.
Whittlesea Community Health Centre
Whittlesea Contact Community House
Whittlesea Ethnic Communities Council Inc
Whittlesea Family Services
Whittlesea Housing for Youth Program
Whittlesea Italian Services Committee
Williamstown Outreach
Williamstown Rental Housing Co-operative
Williamstown Resource Centre
Williamstown Tenants Association Inc
Willow Park Community Centre
Wimmera Citizens Advice Bureau Inc
Wimmera Community Care
Wimmera Information Network Inc
Wimmera Volunteers Inc
Winch House
Winchelsea Community Health Centre
Winchelsea Community House
Winchelsea Social Development Community Inc
Windana Socity Inc.
Windermere Child and Family Services (Family Action)
Wingate Avenue Committee of Management
Wingrove Cottage Community Clinic
Withdrawal Support Unit
Wodonga & District HARS
Wodonga Continuing Education Centre
Wombat Accommodation Services Inc
Women In Industry Contraception & Health
Women In Supportive Housing
Women of Maryborough Encouragement Network
Women's Health Information Resource Collective
Women's Health Services
Women's Information and Referral Service
Women's Legal Resource Group
Womens Activity Group
Womens Centre Albury/Wodonga Inc

Womens Information & Referral Exchange
Wonga Park Community Cottage
Wongabeena Association Inc
Wonthaggi & District Meals On Wheels Inc
Wonthaggi Neighbourhood Centre
Woodbine Centre Inc
Woodend Neighbourhood Centre
Woods Point & District Community Health Centre (Upper Goulburn)
Woori House
Woori Yallock Neighbourhood House
Woorinyan Pensioners, Retarded Citizens Welfare Association
Wycheproof Community Resource Centre
Wycheproof Neighbourhood House
Wyndham Centre
Wyndhamvale Resource Centre Committee
Yarra Ranges Community Care, Youth & Family
Yarra Valley Family Service
Yarra Valley Family Support Family Services
Yarram & District Neighbourhood House
Yarram Community Education Committee
Yarraville Neighbourhood House
Yarrowonga Childrens Services Group
Yarrowonga Community Health Centre
Yarrowonga Neighbourhood House
Yarrowonga Old Peoples Welfare Committee
Yarrowonga/Mulwala Grief Support Group
YAWN
Yea Community Services Group
Yooralla Society of Victoria
Young Women's Project
Young Women's Project Inc. (Housing Accommodation)
Youth Accommodation Coalition
Youth Affairs Council of Vic (YACVIC)
Youth At Risk
Youth Projects Drug & Alcohol Unit
Youth Sector Training Unit
YWCA of Victoria

APPENDIX B - DELETED

[new appx B inserted by [PR915829](#); corrected by [PR917503](#) [PR918151](#); deleted by [PR959337](#) ppc 09Jul05 (from 01Aug05 for Victorian employers bound to apply the terms of this award by [PR953224](#))]

ROPING-IN AWARD NO. 1 OF 1995

[Roping-in Award No. 1 of 1995 inserted by [M8075](#) from 21Dec95; corrected by [M9052](#) from 21Dec95; varied by [M9577](#) from 21Dec95; [N2492](#) from 21Dec95]

1 - TITLE

This award shall be known as the Social and Community Services (Interim) (Roping-in No. 1) Award 1995.

2 - APPLICATION AND PARTIES BOUND

The terms and conditions of the award known as the Social and Community Services (Interim) Award 1995 as varied and in force from time to time shall be binding upon:

- (a) Those organisations listed in the attached Schedule A; and
- (b) The Australian Municipal, Administrative, Clerical and Services Union.

3 - RESERVED LIST

The responsiveness of the organisations listed in the attached Schedule B shall be the subject of further discussion between the parties and intervenor represented in proceedings, and determination by the Commission, if this is required.

4 - PERIOD OF OPERATION

This award shall come into force on and from 21 December 1995 and shall remain in force for a period of six months.

SCHEDULE A

36a Community Resource Shop
A.C.R.O.D.
A.D.E.C.
A.W.A.R.E. Group Inc
Abercare Welfare Organisation
Aboriginal Community Elders Service
Action Group for Disabled Children Inc
Action On Disability Within Ethnic Communities
Action Resource Centre
Action Resource Network Inc
ADDREC Inc (Alcoholism and Drug Dependence Recovery Centre)
Adoptive Parents Association
Advisory Council for Children with Impaired Hearing
After Hours Information Service
After Hours Service Against Sexual Assault (AHSASA)
Aids Housing Group
Alamein Community Committee
Albury/Wodonga Low Vision Clinic Inc
Albury/Wodonga Volunteer Resource Bureau Incorporated
Alfred Street Neighbourhood Flat
Allwood Neighbourhood Centre

Alpha Research Computer
Also Foundation Ltd
Altona Migrant Resource Centre
Altona Youth Housing Group
Altona Youth Housing Group, Shop 6
Alveston
Amaroo Neighbourhood House
Anakie and District Community Group Incorporated
Anglesea District Community Health Centre
Apollo Bay Community Health Service
Ararat Community House
Ararat Family Care
Ararat Regional Housing Council
Arbias Inc
ARC Ballarat Women's Polydrug Rehabilitation Centre
Arrabri Community House
Arts Access Society Incorporated
Ascot Vale Public Housing Tenants Group Inc
Ashburton and District Senior Citizens Welfare Association
Association of Greek Elderly Citizens Club
Association of Neighbourhood Houses & Learning Centres
Association of Ukrainians in Victoria
Atherton Gardens Residents Association
Attendant Care Coalition
Aust Lebanese Welfare Committee
Aust Macedonian Welfare Council
Aust Viet Womens Welfare Association
Aust Yugoslav Welfare Society
Australian Greek Welfare Society
Australian Huntingtons Disease
Australian Jewish Welfare Society Inc
Australian Polish Community Services
Australian Special Olympics
Australian Turkish Cultural Association
The Avenue Neighbourhood House
Axedale Antics
B.U.M.C. Care Welfare Agency
Bacchus Marsh Community Centre
Bairnsdale D.T.C.
Bairnsdale Neighbourhood House
Ballarat Citizens Advice Bureau
Ballarat Council of Churches
Ballarat District Community Fund Inc.
Ballarat Family Services Centre
Ballarat Regional Alcohol and Drug Dependency Association (BRADDA)
Ballarat Regional Association for Community Education
Ballarat Rooming House Management Committee
Balwyn and District S.C.W.A.
Bandiana Neighbourhood House

Banksia Community Group
Baptist Union of Victoria
Barwon & South/West Women's Health Service
Barwon Information Network
Barwon Regional Association for Alcohol & Drug Dependence Inc
Barwon Region Tenant Association
Barwon Regional Foster Parents Association
Barwon Reinforce
Barwon Youth Support Unit
Bayside Community Youth Hostel
Bayside Shared Accommodation Register
Bayside Tenants Information Service Inc
Bedford St Outreach Services
Beechworth Meals On Wheels Committee
Benalla Citizens Advice Bureau Incorporated
Benalla Community Health Centre
Benalla Support Group
Benambra Neighbourhood House
Bendigo & District Epilepsy Self Help Group
Bendigo Community Support Association
Bendigo Poverty Action Group
Bendigo Urban Emergency Accommodation Resource Centre
Berwick-Cranbourne-Pakenham Housing Service
Berwick Neighbourhood Centre
Birallee Park Neighbourhood House
Birchip Community Support Group
Boronia Baptist Church
Box Hill Community Health Service
Box Hill South Neighbourhood House
BRADD, Barwon Regional Association for Alcohol & Drug Dependence Inc
Braybrook/Maidstone Community Health Centre
Braybrook/Maidstone Public Tenants Union Inc
Bridge House
Bright and District Meals on Wheels
Brighton and District Helping Hand Association
Brighton Beach Occupational Group
Brighton C.A.B.
Broadford & District Community Health Centre
Broad Insight Group
Broadmeadows Accommodation Service
Broadmeadows and District Migrant Resource Centre
Broadmeadows Community Health Service
Broadmeadows Helping Hand Association
Broadmeadows Tenants Information Service
Brosnan Centre Youth Service
Brunswick Neighbourhood House
Brunswick Public Tenants Association
Buchan and District Community Centre
Buoyancy Foundation of Victoria

C.A.R.A.
C.D.L.C. (Wonthaggi)
CAB Sunraysia Inc
Calendia Day Care Centre
Cambodian Association of Victoria
Camcare Counselling & Care Service
Campbell Street Community House
Camperdown and District Community House Incorporated
Camperdown Basic Survival Group
Camperdown District Community Service Network
Canterbury Citizens Welfare Committee
Canterbury Neighbourhood Centre
Care-Force North East
Careforce
Carlton Community Health Service
Carlton Contact Neighbourhood Centre Inc
Carlton Estate Residents Association
Carlton Rental Housing Co-Operative
Carlton/Fitzroy Financial Counselling Service
Caroline Chisholm Society
Castlemaine & District Welfare Committee
Castlemaine Citizens Advice Bureau Inc
Castlemaine Community House
Castlemaine District Community Health Centre
Celas Spanish Latin American Welfare Centre
Central Gippsland Alcohol and Drug Service (CENGADS)
Central Highlands Community House Network
Central Highlands Community Legal Centre
Central Highlands Information Network Inc
Central Highlands Regional Residential Association
Central Highlands Regional Housing Council Inc
Central Highlands Womens Collective
Central Ringwood Community House
Central Victoria Community Health Service
Central Victorian Group Training Co Ltd
Charlton Community Health Centre
Chelsea Citizens Advice Bureau
Chelsea Community Health Centre
Chelsea Financial Counselling Service
Chelsea Heights Community Centre
Chelsea Neighbourhood House
Chelsea Rental Housing Co-Operative
Cheltenham Neighbourhood House
Cherish (Infant Welfare Bureau)
Child Abuse Action Group
Children Respite & Vacation Care Project
Children With Learning Difficulties
Childrens Protection Society
Childrens Welfare Association of Victoria Incorporated

Chiltern Meals On Wheels
Chinese Community Social Service Centre
Chirnside Park Community Centre
Christian Involvement Centres
Churchill Community Health Centre
Church Of All Nations
Citizens Advice Bureau Lilydale
Citizens Advice Bureau Sunraysia Incorporated
Citizens Advocacy Barwon Region Inc
Citizen Advocacy Inner Ease Inc
Clota Neighbourhood Cottage
Co-As-It
Co-Care
Coalition Against Poverty and Unemployment, Ross House
Cobaw Community Health Service
Cobram C.A.B.
Cobram Community House
Cobram-Katamatite MOW
Coburg C.A.B.
Coburg Community Health Centre
Coburg Community Legal Service
Cohuna District Hospital Community Health Service
Cockatoo Neighbourhood House
Colac & District Emergency Accommodation Management Committee Inc
Colac Do Care
Colac Hostel Association
Colac Neighbourhood House
Coleraine & District Community Services Group
Collective Against Sexual Assault Melton
Collective of Self Help Groups
Collingwood Community Health Centre
Collingwood High Rise Tenants Association
Combined Students Legal Service
Communication Aids Users Society
Community Action Albury/Wodonga
Community Aid Volunteers Association Incorporated
Community Child Care
Community Information Resource Project
Community Links Action and Resource Centre
Community Options Vic
Community Resource Centre
Community Volunteer Bureau
Consumer Advocacy & Financial Counsellors Assoc of Vic
Consumer Credit Legal Service
Consumer Information Service
Consumer Resource & Advocacy Centre
Coolaroo West Tenants Group
Coonara Community House
Corilong

Corio Community Health Centre
Corryong and District Community Service Committee Incorporated
Corryong Neighbourhood House
Council for Single Mother and Child
Courtney Youth Services
Craigieburn Community Health Centre
Cranbourne Citizens Advice Bureau
Cranbourne & District C.H.S.
Cranbourne & District Community Health Service
Cranbourne MOW
Crib Point Community House
Croatian Community Welfare Association of Victoria
Cultural Association of Newport & Surrounding Areas
Cuppa-Natta Neighbourhood House
Currawong House Incorporated
D.E.A.L.
Dandenong & District YWCA
Dandenong C.A.B.
Darley Neighbourhood House
Daylesford & Glenlyon Ratepayers & Residents Association
Daylesford Health & Human Services Committee
Deaf Services Network
Deafness Foundation of Victoria
Deans Marsh Community Cottage Incorporated
Deer Park Community Health Service
Deer Park Services Co-ordinating Group Inc
Derrinallum Progress Association
Diabetes Australia - Victoria
Diamond Valley Community Health Centre
Diamond Valley/Eltham C.A.B.
Diamond Valley/Whittlesea Rental Housing Co-operative
Dight Street Tenants Council Inc
Dignity Financial Counselling Service
Disability Action & Participation Project
Disabled Persons Action Group
Disabled Persons Reg Council Incorporated
Do Care Ballarat
Domestic and Social Violence Service
Domestic Violence and Incest Resource Centre
Doncare
Donvale L and L Centre
Doveton-Hallam Community Health Centre
Doveton Legal Service
Doveton Neighbourhood House
Down Syndrome Association of Vic Inc.
Drug Users Parents' Aid (DUPA)
Drysdale Community Health Centre
Duke Street Community House Association
E.C.H.O. Inc

Eaglehawk Meals On Wheels
East Bentleigh Community Health Centre
East Burwood Counselling Centre and Nunawading CAB
East Gippsland Alcohol and Drugs Service (EGADS)
East Gippsland Regional Housing Council Steering Committee
East Maryborough Neighbourhood House
East Preston Community Health Centre
East Preston & East Reservoir Tenants Group
East Warrnambool Neighbourhood House
Eastern Suburbs Rental Housing Co-operative
Eastwood Leisure Complex
Echuca Combined Welfare Services Inc.
Echuca Moama Community Volunteer Resources
Echuca YMCA
Ecumenical Migration Centre
Elmore Community Care Service
Elsternwick Estate Tenants Association
Eltham Community Health Service
Emerald Community House
Endeavour Centre
Endeavour Hills Community Health Centre
Endeavour Hills Uniting Church Neighbourhood Centre
Energy Action Group, 3rd Floor Ross House
Ensay Community Health Centre
Environment Victoria (Conservation Council of Victoria)
Epilepsy Foundation
Epistle Centre
ERAC Ltd
Erica Community Health Centre
Essendon Day Centre
Essendon Legal Service
Ethnic Communities Council
Ethnic Council of Shepparton and District
Family Action
Family Action Dandenong Valley
Family Action Dandenong Valley
Family Counsellors Association
Family Life Assistance Group
Family Planning Association of Victoria
Family Relationships Institute
Family Resource Centre
Family Support Group
Family Support Projects Association Incorporated
Family Worker Knox K.I.D.S.
Federation of Chinese Associations
Federation of Community Legal Centres
Financial Counsellors Association of Victoria
Financial Counselling & CIS
Fitzroy & Carlton Community Credit Co-op

Fitzroy Advisory Service
Fitzroy Community Health Centre
Fitzroy Legal Service
Fitzroy Maltreatment Support Group
Fitzroy Youth Community Centre
Fitzroy/Collingwood Rental Housing Association
Flemington and Kensington Legal Service
Flemington Community Health Centre
Flemington Tenants Association Inc
Fletcher House Alcohol Rehabilitation Unit
Focus Association Inc
Footscray & District Y.M.C.A.
Footscray Community Legal Service
Footscray Migrant Resource Centre
Foster Care Association of Victoria
Foster Community House
Foster Grandparents Scheme
Frankston C.A.B.
Frankston Community Health Service
Frankston Open Door
Frankston Rental Housing
Frankston Rooming House Project Steering Committee
Friends In Victoria Inc
Fusion Victoria
G.N.E.A.C.C.
Gardiner Neighbourhood Centre
Gatehouse Day Centre
Geelong Community Legal Service
Geelong Community Radio Co-operative Ltd
Geelong Ethnic Communities Council Inc
Geelong Financial Counselling and Community Information Service
Geelong Rape Crisis Centre
Geelong Tenants Advice Service Inc
Gellibrand Neighbourhood House
Getting Together Epilepsy Self Help Group
Gippsland Tenants Services
Gippsland/Latrobe Valley Vietnam Veterans
Gippsland Resource Co-op
Girgarre Community Group
Girls Action Inc
Gisborne & District Community Health Centre
Glenelg Family Care
Glenelg Foster Care
Glenelg Regional Information Network
Godfrey Street Neighbourhood House
Golden Square/Kangaroo Flat Community Health Centre
Goonawarra Neighbourhood House
Gormandale Community House and Learning Centre
Goroke Community Health Centre

Goulburn Accommodation Project
Goulburn North East Centre Against Assault
Goulburn North-East CASA
Goulburn Regional Residential Association
Goulburn Valley Centre
Goulburn Valley Community Care Centre
Goulburn Youth Affairs Group
Grant Street Community House
Greek Orthodox Archdiocese of Australia
Greek Orthodox Community
Greta South Community Resource Centre
Haddon & District Community House
Hallam Community House
Hamilton C.A.B.
Hamilton Community Services Group
Hampton Community Centre
Hampton Park Community House
Handihelp
Hastings Community House
Hawthorn Neighbourhood House
Healesville & District Aboriginal Co-op Ltd
Healesville Living and Learning Centre
Health Issues Centre, 3rd Floor
Healthsharing Women's Health Information Service
Heathcote Community Health Service
Heathdale Community Centre
Heidelberg C.A.B.
Heidelberg Public Tenants Association
Heyfield Community Resource Centre
Heywood and Rural Learning Centre
Hihett Community Association
Holden Street Neighbourhood House
Holmes Street Tenant Group
Horsham Community House
Horsham Disabled Persons Association Inc
Horsham Low Income Group
Housing For The Aged Action Group
Hub, Horsham Learning Centre
Ilma Lever Garden Centre
Independence and Support Group (The Cottage)
Indo-China Ethnic Chinese Association
Inglewood/Wedderburn Community Health Services
Inner East Citizens Advocacy
Inner Eastern Women's Outreach Service Inc
Inner Neighbourhood Association Inc
Inner Urban Co-op
Inner Urban Regional Housing Council
Interchange Canterbury
Interchange Ballarat East

Interchange Barwon
Interchange Central Gippsland
Interchange Family Program
Interchange Northern Region
Interchange Outer Eastern Region
Interchange Southern Region Inc
Interchange Western Region Inc
Inter-Church and Industry Mission
International Social Services
Irymple MOW
Islamic Society of Victoria
Japara Community House
Jewish Crisis Centre
Jika Jika Neighbourhood House
Joint Effort Association (SWAP Co-op)
Jordanville Community Committee Centre
Jordanville Family Counselling
Juvenile Diabetes Foundation Australia
K.J.C. El Salvadorean Community Project
Kallista Community House
Kangarong Care Centre
Kawinda House
Kensington Community Health Centre
Kensington Tenants Association
Kensington Womens Group
Kerang & District Community Resource Centre
Kerang & District Epilepsy Self Help Group
Kerang Alzheimers Support Centre, c/- Kerang Resource Centre
Keriva
Kerrie Neighbourhood House
Kew Community House
Koonung Cottage Community House
Kooweerup & District Meals On Wheels
Kosher Meals On Wheels Association of Victoria
Kurdish Association of Victoria
Kyabram Community Centre Inc
Kyneton Neighbourhood House
Lake Bolac & District Development Committee
Lakes Care Inc
Lakes Entrance Community Health Centre
Lalor & District Community Health Centre
Lancefield Neighbourhood House
Langwarrin Learning and Living Centre
Lanigiro Housing Group
Lao - Australian Cultural Association
Lara Community Centre
Latin-American Community Development Project
Latrobe Citizen Advocacy
Latrobe Valley CAB Inc

Latrobe Valley Collective
Latrobe Valley Financial Counselling Service
Latrobe Valley Migrant Resource Centre Inc
Latrobe Valley Village
Learning For The Less Mobile
Legacy House
Leigh Community Care Centre
Leongatha Childrens Centre
Leongatha Community House
Leongatha Community Youth Club
Lifeline Ballarat
Lifeline Geelong
Lifeline Glenelg (Victoria) Inc
Lismore Progress Association
Loch Sport Community Health Centre
Loddon Campaspe D.P.C.I.
Loddon-Campaspe Regional Housing Council
Loddon Campaspe Women's Health Service
Lorne Community Health Service
Louise Multi-Cultural Centre Inc
Low Income Network Inc, Suite 1
Low Income Peoples Network
Lutheran Social Services
M.H.W.H. Group Inc
Macaulay Community Enterprise Network Ltd
Macrina Street Neighbourhood House
Maldon Neighbourhood Centre
Mallacoota and District Family Counselling Service
Mallee Crisis Committee Inc
Mallee Regional Housing Council
Maltese Community Council
Mansfield & District Community Centre
Mansfield Support Group For Children With Special Needs
Maroondah Alcoholics Recovery Project (MARP)
Maroondah Social Health Service
Marriage Guidance Council of Victoria
Maryborough Citizens Advice Bureau
Marysville & District Community Care Centre
Maryville Hostel
Maternal & Child Health Group
McGregor House
Melbourne Addiction Recovery Service
Melbourne Association of Child Youth (M.A.C.Y.S)
Melton Community Health Centre
Melton Rental Housing Co-operative
Mental Health Legal Service
Merbein Community Health Centre
Merbein Meals On Wheels
Meredity Community House

Merri Housing Group
Merrigan Community Access Group
Metung & District Care Group Inc
Migrant Resource Centre
Migrant Resource Centre Geelong, Geelong Ethnic Communities Council
Migrant Resource Centre Prahran
Mildura Meals On Wheels
Mildura Youth Centre
Mill Park Neighbourhood House
Milpara Community House
Minyip Community Health Centre
Mitcham Community House
Moe & District Meals On Wheels
Moe Accommodation Resource Service
Moe and District Community Health Centre
Moe Friends of Disabled Association Inc
Moe Rental Housing Co-operative
Moe Rooming House Group
Moe Volunteer Aid Program
Moe/Narracan Social Planning Council
Montefiore Homes For The Aged
Montrose House
Moongala Womens Co-op
Moorabbin CAB
Moorabbin Network
Moorabbin Rental Housing Co-op
Mooroolbark/Croydon Community Health Centre
Mooroopna Community Group
Mordialloc/Cheltenham Community Health Centre
Mornington Community Contact House
Mornington Information Centre Inc
Morrison House
Morwell Community Health Centre
Morwell & District Community Volunteers Inc
Morwell & Traralgon Accommodation Service Inc
Morwell Neighbourhood House
Mount Martha Community Contact
Mountain District Community Health Centre
Mountain District Womens Co-op
Mt Beauty Neighbourhood Centre
Mt Eliza Community Contact
Mulgrave Neighbourhood House
Murray Border Assoc of Vietnam Veterans
Murray Mallee Regional Development Board
Muscular Dystrophy Assoc of Vic
Myrtleford Support Group For Children With Special Needs
N.W.R.A.I.D.
Nagambie Community Centre
Nara Community Child Care Centre

Narre Warren Community Health Centre
Narre Warren Neighbourhood House
Nathalia District Community Association
Network Neighbourhood Houses and Community Education
Network of Inner East Community Houses Inc
Newlands Public Tenants Assoc
Nhill Neighbourhood House
Nicholson Street Neighbourhood House
Norlane Neighbourhood House
North Balwyn Citizens Welfare Association
North Carlton Neighbourhood House
North East Drug & Alcohol Service (NEDAS)
North East Steering Committee Against Sexual Assault
North Eastern Regional Housing Advisory Council
North Eastern Regional Youth Housing Programme
North Melbourne Legal Service
North Richmond Family Care Centre
North Richmond Family Resource Group
North Riding Community Action Group Inc
North Ringwood Community House
North Shepparton Community House
North-East CASA
North West Accommodation Service
North/West Melbourne Community Health Centre
Northcote C.A.B. & Information Centre Inc
Northcote Community Health Centre
Northcote Legal Service
Northcote Rental Housing Co-operative
Northern Geelong Rental Housing Co-operative
Northern Mallee Information Bureau
Norwood Association
Nowa Nowa Community Health Centre
Numurkah & District Welfare Committee
Numurkah Community Learning Centre Inc
Nunawading Community Legal Service
Oakleigh Rental Housing Co-operative
Ocean Grove Health Link
Ocean Grove Neighbourhood Centre
Osteogenesis Imperfect Foundation
Old Courthouse Community Centre
Older Persons Action Centre
Olinda Community House Inc
Omeo Community Centre
Open Door Keysborough
Open Door Neighbourhood House
Open Door Seaford
Open House Christian Involvement Centre
Options For Community Listing Inc
Orbost Community Health Services

Orbost Neighbourhood Resource Centre
Orwil Street Community House
Otway Womens Group
Outdoor Experience Programme (T.O.E.)
Outer East Regional Housing Council Inc
Outer Eastern Ethnic Communities Council
Outer Eastern Women's Health Service
Ouyen Community Group
OVECA
Oz Child - Children Australia Inc
Pakenham Neighbourhood House
Pakenham Volunteer Care Group
Pangerang Community House
Parents Anonymous, 1st Floor
Parents Of Hearing Impaired Children
Parents Of Missing Children Inc
Parents Support Group Of Children With Learning Disabilities
Parents Without Partners
Park Orchards Community House
Parkdale Neighbourhood House
Parliament Place Clinic
Pascoe Vale Drop In Centre Inc
Pathway Centre
Peninsula Community Health Service
Penumbra Centre Inc
People First - Victoria
People Projects
Personal Emergency Line
Phillip Island Community Care
Phillip Island Community Centre
Pines Forest Community Centre
Polish Community Council Of Victoria Inc.
Portarlington & District Community Health Centre
Port Melbourne Public Housing Tenants Association
Portland And District Co-ord Health & Welfare Group
Portland Community Health Centre
Portland Housing Programme Inc
Portland Neighbourhood House
Poverty Action Group
Poverty Action Program
Power Neighbourhood House
Prahran Community Health Centre
Prahran Community Housing Inc
Preston Citizens Advice Bureau
Preston Neighbourhood House
Preston/Reservoir M.R.C.
Probation Officers And Volunteers In Corrections
Prostitutes Collective Victoria
Puckapunyal & District Neighbourhood Centre

Pyramid Hill Community Support Group Inc
Pyramid Hill Neighbourhood House
Quambatook Community Care Centre
Queenscliff & District Community Health Centre
Queenscliff & District Neighbourhood House
R.E.W.P. Collective
Reach Out
Reach Out For Kids Foundation
Red Cliffs Meals On Wheels
Regional Information Network
Reinforce Incorporated, 4th Floor
Reservoir MOH Tenants Group
Richmond Community Care
Richmond Community Health Centre
Riding For The Disabled Of Victoria Inc
Ringwood Croydon Advisory Service
Ringwood/Croydon Rental Housing Co-operative
Robinson Reserve Neighbourhood House
Robinvale Co-ordinating Group
Robinvale Self Help Group
Rochester Community Welfare Committee
Rosebud Community House
Rosedale & District Community Care Centre
Rosedale Neighbourhood House
Rosewall Neighbourhood Centre
Russian Ethnic Representative Council of Victoria
Rutherglen Childrens Services Group
Rutherglen Community Health Service
Rye Community House
S.E.A.L.
S.R.A.C.
S.W. Regional Network Of Neighbourhood Houses
S.W.H.A.C.
S.W.R.S.A.
Sale & District Support Group For Disabled Children Dippydale
Sale Neighbourhood House
Sandringham Citizens Advice Bureau
Sandy Beach Community Centre
Sandy Point Community Group
San Remo and District Community Health Centre
Savoy Club
Scan For Youth Inc
Scarlet Alliance
Sebastopol Community Health Centre
Selby Community House
Seville Community Group Inc
Sexual Assault Centre
Seymour & District Information & Referral Centre
Seymour Community House

Seymour Early Intervention & Parent Support Group
SHAC, Blackburn Baptist Church
Shepparton Community Newsletter
Shepparton Rooming House Management Committee
Shepparton-Benalla Debt Counselling Service
Shopfront Family Resource Service
Simpson & District Community Centre
Snowbird Community Day Centre
Sorrento Community House
South East Resource Action Centre Inc
South Gippsland Alcohol & Drug Service
South Oakleigh Neighbourhood Centre
South-Port Community Health Centre
South Port Rooming House Services Inc
South Region Childrens Services Network
South West Gippsland Community Welfare Group
South West Gippsland Community Contact Centre
South West Gippsland Residential Services Association
South West Regional Disability Services Inc
South West Tenants Information Network
Southern Communities Legal Service
Southern Mallee Regional Housing Council
Southern Peninsula Community Care Inc
Southern Peninsula Citizens Advice Bureau
Southern Region Aged Services Network
Southern Region Financial Counselling Service
Southern Region Neighbourhood Houses Network
Southern Regional Housing Council
Southern Women's Health Action Group
South Port Community Legal Service
Span Co-op Ltd
Spanish Latin-American Welfare Centre
Springvale Community Aid & Advice Bureau
springvale Community Health Centre
Springvale Indo-Chinese Mutual Assistance Association
Springvale Legal Service
Springvale Neighbourhood House
Springvale/Chelsea Youth Housing Projects
St Albans Community Health Centre
St Albans Community Housing Program
St Albans Community Youth Club
St Albans Multicultural Consultative Council
St Albans Support & Assistance Programme
St Arnaud Community Health Service
St Arnaud Youth & Community Support Group
St Kilda Citizens Advice Bureau
St Kilda Community Development Advisory Committee
St Kilda Community Health Centre
St Kilda Legal Service

St Kilda Parish Mission Drop In Centre
St Kilda Rooming House Issues Group
St Marks Community Centre
St Martins Uniting Church Centre Of Interest
St Peters & St Andrews Anglican Church
Stawell Neighbourhood House Inc
Step Family Association of Victoria Inc.
Stepping Stones Parent Support Group
Sunassist
Sunbury Community Health Centre
Sunbury & District Citizens Advocacy
Sunbury Womens Drop In Centre
Sundaris - Sunraysia Community Health Services Inc
Sunraysia Ethnic Communities Council
Sunraysia Housing Action Committee
Sunraysia Youth Accommodation Group
Sunshine Legal Service, Sunshine Union Community Centre
Surrey Hills Community Centre
Surrey Hills Neighbourhood Centre
Survivors of Incest Supporting Others
Swan Hill Community Health Service
Swan Hill & District Committee For Ageing
Swan Hill & Regional Residential Units
Swan Hill C.A.B. Inc
Swan Hill Family Welfare Group
Swan Hill Neighbourhood House
Swan House Incorporated
Swan Hill & District Alcohol & Drug Awareness Centre (SHADAC)
Sydenham Community Planning Association
Tallangatta Maternal & Child Health Centre
Task Force Counselling Programme
Tatura Care & Share Community Group Inc.
Teamcare Incorporated
Teesdale Residents Association
Tenants Union of Victoria
Terang Resources Inc
Thornbury Womens Neighbourhood House
Timboon & District Community Health Centre
Timorese Association in Australia
Tongala Community Activities Centre
Torquay Community Health Centre
TRANX (Tranquilliser Recovery & New Existence) Inc
Traralgon Community Health Service
Traralgon Neighbourhood House
Trinity Community
Tullamarine Residents in Action Inc
Turkish C.S. Co-op Ltd
Turkish Community Welfare Association Inc
Turkish Migrant Womens Association of Vic

Turkish Welfare Association of Victoria
Unattached Vietnamese Minors Association
Undeera and District Development Association
Understanding & Support (US) Society
Unicare House
Upper Murray Family Care
Upper Murray Poverty Action Project
Upper Murray Regional Neighbourhood Network
Upper Murray Regional Advisory Council
Upper Murray Regional Childrens Service Group
Upper Ovens Volunteer Support Group
V.A.N.I.S.H.
V.C.C., Project Worker
V.C.O.T.A.
V.E.C.W.S.
VAADA
VADCARE
Valley Alcohol Drug Counselling & Referral Education (VADCARE)
Vermont South Community House
Vic Association of CAB Inc
Vic Community Info Network
Vic Council of the Ageing
Vic Foundation for Survivors of Torture
Vic Information & Welfare Network Inc
Vic Lupus Association
Vic Serv, Essendon Civic Centre
Vic Society for the Prevention of Child Abuse and Neglect
Vicraid
Vicrod
Victims of Crime Assistance League
Victorian Aboriginal Community Services Association Incorporated
Victorian Aboriginal Legal Service
Victorian Aids Council
Victorian Association for the Care & Resettlement of Offenders
Victorian Association of Alcohol & Drug Agencies (VAADA)
Victorian Childrens Aid Society
Victorian Community Managed Mental Health Services (Vicserv)
Victorian Council of Churches
Victorian Mental Illness Awareness Council
Vietnamese Community Group in Broadmeadows
Vietnamese Community in Australia - Victoria
Vietnamese Welfare Assistance & Development Association (VINAWADA)
Viewbank Neighbourhood House (Jalinga)
Villa Maria Society for the Blind
Vines Road Community Centre Inc
VMCSA Community Resource Centre
Volunteer Centre of Victoria
W.G.R.A.I.
Walker Street Residents Association Inc

Walker Street Residents Association
Wallan & District Community Group
Waminda Community House
Waminda Community House
Wangaratta C.A.B.
Wangaratta Family Support Group Inc
Wangaratta MOW
Warracknabeal Neighbourhood House
Warragul Neighbourhood House
Warrandyte & District Welfare Service
Warrandyte C.A.B.
Warrandyte Community Workshop Ltd
Warrandyte Youth Services
Warrnambool & District YMCA
Warrnambool Citizens Welfare Group
Warrnambool Regional Association for Alcohol & Drug Dependence (WRAAD)
Warrnambool Womens Festival
Wavecare
Waverley Community Health Centre
Waverley Learning Centre
Waverley Volunteer Outreach
Waverley Youth H.G.
Wavlink Inc
Welfare Rights Unit
Wellcoming Women's Health Service
Wendouree Community Health Centre
Werribee Arthritis Self Help Group
Werribee C.A.B.
Werribee Community Centre
Werribee Legal Service
West Add
West Bellarine Community Health Centre
West CASA
Westgate Community Health Services
West Goulburn Community Health Centre
West Heidelberg Community Health Centre
West Heidelberg Legal Service
West Region Financial Counselling Service
West Region Indo-Chinese Youth Support Group
West Turk Rental Housing Co-Operative
West Wyalong Neighbourhood Centres Inc
WESTADD Inc (Western Region Centre for Alcohol and Drug Dependence)
Westcod
Western Association of Community Centres
Western Citizen Advocacy
Western Region Community Relations Committee
Western Region Financial Counselling Group Inc
Western Region Group Training Ltd
Western Region Housing Council Inc

Western Regional Financial Counselling Service
Western Suburbs Legal Service
Western Women's Health Service
Westernport Community Volunteer Network
Westernport Drug and Alcohol Services (WDAS)
Westernport Regional Youth Housing Group
Westgate Community Health Services
Westgate Community Initiatives Group Inc
Westraid
Whittington Neighbourhood Centre
Whittlesea C.A.B.
Whittlesea Community Health Centre
Whittlesea Ethnic Communities Council Inc
Whittlesea Family Services
Whittlesea Housing for Youth Program
Whittlesea Italian Services Committee
Williamstown Outreach
Williamstown Rental Housing Co-operative
Williamstown Resource Centre
Williamstown Tenants Association Inc
Winchelsea Community Health Centre
Windana Society Inc.
Windermere Child and Family Services (Family Action)
Wimmera Citizens Advice Bureau Inc
Wimmera Information Network Inc
Wimmera Volunteers Inc
Winch House
Winchelsea Social Development Community Inc
Wingate Avenue Committee of Management
Wingrove Cottage Community Clinic
Withdrawal Support Unit
Wodonga & District HARS
Wodonga Continuing Education Centre
Women In Industry Contraception & Health
Women of Maryborough Encouragement Network
Women's Health Information Resource Collective
Women's Health Services
Women's Legal Resource Group
Womens Activity Group
Womens Centre Albury/Wodonga Inc
Womens Information & Referral Exchange
Wonthaggi & District Meals On Wheels Inc
Wonthaggi Neighbourhood Centre
Woodend Neighbourhood Centre
Woods Point & District Community Health Centre (Upper Goulburn)
Woori Yallock Neighbourhood House
Woorinyan Pensioners, Retarded Citizens Welfare Association
Wycheproof Neighbourhood House
Wyndhamvale Resource Centre Committee

Yarram Community Education Committee
Yarraville Neighbourhood House
Yarrowonga Childrens Services Group
Yarrowonga Community Health Centre
Yarrowonga Neighbourhood House
Yarrowonga Old Peoples Welfare Committee
Yarrowonga/Mulwala Grief Support Group
YAWN
Yea Community Services Group
Young Women's Project Inc. (Housing Accommodation)
Youth Affairs Council of Vic (YACVIC)
Youth Projects Drug & Alcohol Unit
Youth Sector Training Unit

SCHEDULE B

Ballarat East Community House
Bendigo Region Alcohol and Drug Service (BRADS)
Brighton Recreation Centre
Caulfield Community Care Centre
Chadstone Paramedical Community Health Centre
Child Protection Unit, Royal Children's Hospital
Contact Centre Inc. Alcohol and Drug Service
Cumberland View Retirement Community
Disability Resources Centre
G.R.I.D.D.
Gippsland & East Gippsland Aboriginal Co-op
Golden City Residential Units
Goolum Goolum Aboriginal Co-op
Grampians Community Health Service
GROW (Victorian Branch)
Gunditj-Mara Aboriginal Co-op
Inner East Mental Health Services Association
Latrobe Valley Residential Services Association
Malvern Elderly Citizens
The Melbourne Clinic
Monash Medical Centre, Sexual Assault Centre
Montefiore Homes For The Aged
Moorabbin Rental Housing Co-operative
Mount Eliza Centre
NORACCOM
North East Alliance For The Mentally Ill (NEAMI)
Palm Lodge Rehabilitation Centre
Paraplegic & Quadriplegic Association of Victoria
Peninsula Alcohol & Drug Dependents' Assistance Centres (PADDAC)
Peninsula Psychiatric Services
Queen Elizabeth Centre
Scott Street Day Centre
Sunraysia & District Aboriginal Corporation (Mildura)

Sunrise House
Sutherland Homes for Children
Wattle House Special Accommodation House
West Add
Western Region Health Centre Inc
Westernport Residential Association
YMCA Wangaratta
YWCA - Bendigo
YWCA - Dandenong/Westernport
YWCA of Geelong Inc

ROPING-IN AWARD NO. 1 OF 1996

[Roping-in Award No. 1 of 1996 inserted by [N0626](#) ppc 03Apr96]

1 - TITLE

This award shall be known as the Social and Community Services (Interim) (Roping-in No. 1) Award 1996.

2 - PARTIES BOUND

The award shall apply to the Australian Municipal, Administrative, Clerical and Services Union and Environment Victoria Incorporated of 2nd Floor, 19 O'Connell Street, North Melbourne, Victoria 3051 in respect to all their employees, whether members of the Union or not and who are required to perform work covered by the Social and Community Services (Interim) Award 1995.

3 - RESPONDENCY

The Social and Community Services (Interim) Award 1995 henceforth incorporate the employer listed in clause 2 above, and bind the said employer to the operations of this award.

4 - OPERATIVE DATE

This award shall come into force from the first pay period to commence on or after 3 April 1996 and shall remain in force for a period of twelve months.

ROPING-IN AWARD NO. 2 OF 1996

[Roping-in Award No. 2 of 1996 inserted by [N7963](#) ppc 01Feb97]

1 - TITLE

This award shall be known as the Social and Community Services (Interim) (Roping-In No. 2) Award 1996.

2 - PARTIES BOUND

The award shall apply to the Australian Municipal, Administrative, Clerical and Services Union and

Bicycle Victoria of 19 O'Connell Street, North Melbourne, Victoria 3051, in respect of all their employees, whether members of the Union or not and who are required to perform work covered by the Social Community Services (Interim) Award 1995.

3 - RESPONDENCY

The Social and Community Services (Interim) Award 1995 shall henceforth incorporate the employer listed in Clause 2 above and bind the said employer to the operations of this award.

4 - OPERATIVE DATE

This award shall come into place as and from the first full period on or after 1 February 1997 and shall remain in force for a period of twelve months.

APPENDIX A

Action Resource Centre
Aidline Inc
Albury Wodonga CEC
Alkira Centre - Box Hill Inc
Alzheimer Society of Victoria
Anglican Mission to the Streets and Lanes
ARAFEMI Victoria
Arthritis Foundation of Victoria
Association for Autistic or Allied Disorders
Association for the Blind
Australian Turkish Cultural Association
Ballandella Incorporated
Ballarat Children's Homes and Family Services
Barwon Disability Resource Council Inc
Barwon Psychiatric Resources Council
Bass Valley Community Group Inc
Beechworth Neighbourhood Centre
Berry Street Inc
Bethany Family Support
Better Hearing Australia Inc
Big Brothers - Big Sisters of Melbourne
Brenda House Incorporated
Broadmeadows Youth Foundation Inc
Broadmeadows Youth Housing Project
Brotherhood of St Laurence
Camcare Inc
Canterbury Family Centre
Carlton Contact Neighbourhood House
CASA House
Catholic Diocese of Ballarat
Central Gippsland Regional Accommodation
Central Gippsland Regional Housing
Child and Family Care Network

Churchill Neighbourhood Centre Inc
Citizens Advocacy Barwon Region Inc
Citizens Advocacy Sunbury & District Inc
Colac Community Development Association Inc
Cooroonya House Collective Inc
Copelen Child and Family Services
Counsellors Association of Victoria
Dame Pattie Menzies Centre Inc
Daylesford Neighbourhood House and Learning Centre Inc
Disability Employment Action Centre Inc
Do Care (Geelong Co-operative Ltd)
EDAR Services for Intellectually Disabled Adults
Elgin Square Residents' Association
Flemington Neighbourhood House
Geelong Employ Ability Inc
Gippsland Accommodation & Rehabilitation
Gippsland Womens Health Project Inc
Glastonbury Child and Family Services
Good Shepherd Youth & Family Service
Goulburn Region Housing Information
Goulburn Regional Housing Council Incorporated
Greenhills Neighbourhood Centre Inc
Hanover Welfare Services - Elsternwick
Hanover Welfare Services - South Melbourne/Carlton
Harrison Youth Services
Hawthorn Community House
Healesville Adult Day Care Centre Inc
Hi-City Supported Employment
Indo-China Ethnic Chinese Association
Inner East Foster Care
Interchange Outer East
Karingal Inc
Kildonan Child and Family Services
Kilmany Family Care
Knox Community Volunteers
Laverton Community Centre Inc
Lisa Lodge - Hayeslee
Mallee Family Care Inc
Mawarra Centre
Melba Centre
Melbourne City Mission
Melton South Community Centre
Mercy Family Care Centre
Mission of St James and St John
Moe Life Skills Community Centre
Moorfields Community for Adult Care
Moreland Hall
Motor Neurone Society of Victoria Inc
Mulgrave Neighbourhood House Inc

Multiple Sclerosis Society of Victoria
Murray Valley Centre
Nadrasca Inc
National SIDS Council of Australia Ltd
North East Region Youth Housing Program
North East Women's Health Service Inc
North Melbourne Tenants Association
North-West Community Resource Exchange
Northcote Community Legal Service Inc
Odyssey House Victoria
Orana Family Services
Outer East Council for Developing
Outreach Community Centre Inc
Overseas Service Bureau
Prahran City Parish Mission
Prahran Community Housing Inc
Probation Officers and Volunteers
Richmond Fellowship of Victoria
Royal Victorian Institute for the Blind Ltd
Save the Children Fund
Schizophrenia Fellowship of Vic Inc
Share Care Incorporated
Southern Family Life Service Association
Spastic Society of Victoria Ltd
St Anthony's Family Service
St Arnaud & District Intellectually Disabled Persons' Welfare Assoc
St Augustines Adolescent & Family Services (Barwon)
St John's Houses for Boys & Girls
St Joseph's
St Joseph's Homes for Children
St Kilda Community Group
St Mary's House of Welcome Ltd
Stay Management Committee Group Inc
Strathdon Community
Sudden Infant Death Research Foundation Inc
Sutherland Child, Youth and Family Services
The Disability Attendant Study
The Gateway Centre
The Gordon Homes
The Goulburn Valley Centre for the Intellectually Handicapped
The Graduates Association of the Institute of Early Childhood Development
The Menzies Homes for Children
The Salvation Army
The Salvation Army (Westcare)
The Salvation Army - Kardinia Family and Community Services
The Salvation Army - Mooroolbark
The Salvation Army/Mary Anderson Lodge
The Uniting Church in Australia
Try Youth and Community Services

Victorian Council of Social Service
Victorian Deaf Society
Victorian School for Deaf Children
Wallara Dandenong
Waverley Helpmates
Welsey Central Mission
Western Port Employment Support Service
Wheelers Hill Family Centre
Wimmera Community Care
Wombat Accommodation Services Inc
Women's Information and Referral Service
Wongabeena Association Inc
Woodbine Centre Inc
Wyndham Centre
Yooralla Society of Victoria
YWCA of Victoria

ROPING-IN AWARD NO. 3 OF 1996

[Roping-in Award No. 3 of 1996 inserted by [N7964](#) ppc 18Dec96]

1 - TITLE

This award shall be known as the Social and Community Services (Interim) (Roping-In No. 3) Award 1996.

2 - APPLICATION

The terms and conditions of the Award known as the Social and Community Services (Interim) Award 1995 as varied from time to time shall be binding upon:

- (a) the respondent, in respect of all its employees, whether members of the Australian Municipal, Administrative, Clerical and Services Union or not, employed by it within the scope of that Award, and
- (b) the Australian, Municipal, Administrative, Clerical and Services Union and its members.

3 - PARTIES BOUND

The award shall apply to the Australian Municipal, Administrative, Clerical and Services Union and those parties listed in the attached Schedule A.

4 - PERIOD OF OPERATION

This award shall come into place as and from the first full period on or after 18 December 1996 and shall remain in force for a period of twelve months.

SCHEDULE A

Ethnic Communities Council of Vict, 270 Highett Street, RICHMOND, VIC, 3121
AMIDA, 3rd Floor, 247 Flinders Lane, MELBOURNE, VIC, 3000
Action Research Issue Centre, 4th Fl, Ross House, 247 Flinders Lne, MELBOURNE, VIC, 3000
Action Resource Co-operative Ltd, 264 High Street NORTHCOTE VIC 3070
Action and Resource Centre, 264 High Street NORTHCOTE VIC 3070
Active - Hyperactive Children's, Association, 2nd Fl, Ross House, 247 Flinders Lne,
MELBOURNE, VIC, 3000
Adult Children of Alcoholics, Ross House, 247 Flinders Lane, MELBOURNE, VIC, 3000
African Community Council, 161 Victoria Parade, COLLINGWOOD, VIC, 3066
Akawi Islamic Assoc.of Victoria, 80-82 Wilmoth Street, THORNBURY, VIC, 3071
Albanvale Community Centre, 66 Trafalgar Street, ALBANVALE, VIC, 3021
Alcom Flat, PO Box 122, ASHBURTON, VIC, 3147
Alexandra Community, Dove Cottage, PO Box 239, ALEXANDRA, VIC, 3174
Alma Road Neighbourhood House, 200 Alma Road, EAST ST KILDA, VIC, 3183
Altona Cab, PO Box 78, ALTONA, VIC, 3018
Altona Financial Counselling, Ser.Westgarth Com Health Ctre, 5 Sargood Street, ALTONA, VIC,
3018
Altona Green Neighbourhood House, 230A Victoria Street, ALTONA MEADOWS, VIC, 3025
Altona North Community Centre, Fifth Avenue, ALTONA NORTH, VIC, 3025
Anglesea Community House, 9 Mawson Avenue, ANGLESEA, VIC, 3230
Anglican Marriage Education &, Counselling Services, 227 Collins Street, MELBOURNE, VIC,
3000
Angliss Neighbourhood House, 2/11 Vipont Street, FOOTSCRAY, VIC, 3011
Apollo Bay Community Centre, PO BOX 61, APOLLO BAY, VIC, 3233
Apple Users Soc. of Melb (AUSOM), 2nd Fl, Ross House, 247 Flinders Lne, MELBOURNE, VIC,
3000
Association of Neighbourhood, Houses & Learning Centres, 535 Swan Street, RICHMOND, VIC,
3121
At Last Young Women Refuge, PO Box 224, ABBOTSFORD, VIC, 3067
Attwood House Community Centre, 202 Erinbank Crescent, ATTWOOD, VIC, 3049
Augustine Centre, 2 Minona Street, HAWTHORN, VIC, 3122
Aust.Croatian Community Services, P.O.Box 125, FOOTSCRAY, VIC, 3011
Aust.Lebanese Welfare Committee, 287 Sydney Road, COBURG, VIC, 3058
Aust.Macedonian Welfare Council, 426 High Street, PRESTON, VIC, 3072
Aust.Romanian Com.Health Welfare &, Services Association, 3rd Fl, Ross Hse, 247 Flinders Lne,
MELBOURNE, VIC, 3000
Australian Institute of Welfare, & Community Workers, Ross House, 247 Flinders Lane,
MELBOURNE, VIC, 3000
Australian Turkish Association, P O Box 327, MENTONE, VIC, 3194
Australians Against Child Abuse, 162 Maroondah Highway, RINGWOOD, VIC, 3134
Ballarat North Community House, 6 Crompton Street, BALLARAT, VIC, 3350
Balwyn Community Centre, 412 Whitehorse Road, SURREY HILLS, VIC, 3127
Banksia Gardens Community Centre, PO Box 341, BROADMEADOWS, VIC, 3047
Barwon Community Info & Referral, Assoc, 33 Mt Pleasant Road, BELMONT, VIC, 3216
Barwon Region Housing Council, 1 Ryrie Street, GEELONG, VIC, 3220
Bayswater Neighbourhood House, 16 High Street, BAYSWATER, VIC, 3153
Beaconsfield Community Centre Inc., PO Box 2, BEACONSFIELD, VIC, 3807
Belgium Avenue Neighbourhood House, 9 Belgium Avenue, RICHMOND, VIC, 3121
Belgrave South YWCA, Gilmore Court, BELGRAVE SOUTH, VIC, 3160

Belgium Avenue Neighbourhood, 9 Belgium Avenue, RICHMOND, VIC, 3121
Bellarine Living and Learning Centre, 20 Worden Court, WHITTINGTON, VIC, 3219
Bendigo Community Health Services, 478 Napier Street, BENDIGO, VIC, 3550
Bendigo Community Health Services, 478 Napier Street, BENDIGO, VIC, 3550
Bendigo Community House, 18 Forest Street, BENDIGO, VIC, 3550
Bendigo Community Information Serv, 140 Queen Street, BENDIGO, VIC, 3550
Bendigo Community Legal Centre, 140 Queen Street, BENDIGO, VIC, 3550
Bennettswood Neighbourhood House, 7 Greenwood Street, BURWOOD, VIC, 3125
Berwickwide Community Health Serv, Pakenham Community Res.Centre, 68 Main Street, PAKENHAM, VIC, 3810
Bet Bet Neighbourhood House, PO Box 77, DUNOLLY, VIC, 3472
Blackwood Street Neighbourhood, House, 114 Blackwood Street, YARRAVILLE, VIC, 3013
Blind Bight Community Centre, Anchorage Drive, BLIND BIGHT, VIC, 3980
Bowen Street Family Centre, 102 Bowen Street, CAMBERWELL, VIC, 3124
Box Hill Cab, 519 Station Street, BOX HILL, VIC, 3128
Box Hill North Neighbourhood House, 31 Strabane Avenue, BOX HILL NORTH, VIC, 3129
Briagalong Community House, 23 Cahill Street, BRIAGALONG, VIC, 3860
Brimbank Financial Counselling Ser, Stevens Road, ST ALBANS WEST, VIC, 3021
Broadcare Community Centre, 152 High Street, BROADFORD, VIC, 3658
Broadmeadows Community Legal Centre, 180 Widford Street, BROADMEADOWS, VIC, 3047
Broadmeadows Cab, 7 Belair Avenue, GLENROY, VIC, 3046
Broadmeadows Financial, Counselling Service, Cnr Freda & Nepean Streets, BROADMEADOWS, VIC, 3047
Broadmeadows Women's Community, House, PO Box 258, BROADMEADOWS, VIC, 3047
Brunswick /Coburg Learning Exchang, 72 Bell Street, COBURG, VIC, 3058
Brunswick/Coburg, Accommodation Service, 108 Bell Street, COBURG, VIC, 3058
Brunswick/Coburg Financial, Counselling Service, 78 Bell Street, COBURG, VIC, 3058
Buchan Resource Centre, Lyn Ainsworth, Main Road, BUCHAN, VIC, 3885
Bulleen & Templestow Community, House, 284 Thompson Road, LOWER TEMPLESTOWE, VIC, 3107
Burnley Neighbourhood Centre, Cnr tudor & Vesper Streets, BURNLEY, VIC, 3121
Burwood Neighbourhood House, 1 Church Street, BURWOOD, VIC, 3125
CASA, Loddon Campaspe Region, Lucan Street, BENDIGO, VIC, 3550
CamCare Financial Counselling Serv, 4Y Street, ASHBURTON, VIC, 3147
Camberwell Community Centre, 33 Fairholm Grove, CAMBERWELL, VIC, 3124
Cambodian Community Welfare Centr, 355-357 Whitehorse Road, NUNAWADING, VIC, 3131
Cann River Community Centre, PO Box 84, CANN RIVER, VIC, 3890
Care Welfare Agency Financial Serv, 415 Camp Road, BROADMEADOWS, VIC, 3047
Carers Association of Victoria, 300 Flinders Street, MELBOURNE, VIC, 3000
Caroline Lodge Collective Inc, 44 Florence Street, MENTONE, VIC, 3194
Casal Catala, 2nd Fl, Ross House, 247 Flinders Ln, MELBOURNE, VIC, 3000
Cattlefield Community Centre, 505 Bluff Road, HAMPTON, VIC, 3188
Caulfield Cab, 256 Hawthorn Road, CAULFIELD, VIC, 3162
Celas/Prodela/Cacwic, PO Box 159, SOUTH MELBOURNE, VIC, 3205
Central Gippsland Accommodation & Support Service, 128 Commucut Road, MORWELL, VIC, 3840
Chains Youth Housing Group, 102 Bell Street, COBURG, VIC, 3058
Chelsea Financial Counselling Serv, PO Box 21, MORRABIN, VIC, 3189
Child Migrants Trust, c/- 228 Canning Street, NORTH CARLTON, VIC, 3054

Chinese Community Social Services, Centre, 1st Floor, 519 Station Street, BOX HILL, VIC, 3128
Circulo De Abuelos De Habla, Hispana De Victoria, Gr Fl, Ross House, 247 Flinders Lne,
MELBOURNE, VIC, 3000
Citizen Advocacy Western Region, 32 Ballarat Street, YARRAVILLE, VIC, 3013
City of Broadmeadows, Town Hall, BROADMEADOWS, VIC, 3047
City of Heidelberg Handicapped, Person's Bureau, 320 High Street, PRESTON, VIC, 3072
Clunes Neighbourhood House, PO Box 63, CLUNES, VIC, 3370
Coburg/Brunswick Community, Legal & Financial Counselling Cent, 78 Bell Street, COBURG,
VIC, 3058
Colac Financial Counselling Servc, 56 Hesse Street, COLAC, VIC, 3250
Collingwood Neighbourhood House, 31-33 Harmsworth Street, COLLINGWOOD, VIC, 3066
Collingwood/Richmond Financial Counselling Service, Collingwood City Council, 140 Hoddle
Street, ABBOTSFORD, VIC, 3067
Communities' Council on Ethnic Issues, PO Box 305, BLACKBURN, VIC, 3130
Community Information & Referral Centre Wodonga, PO Box 1487, WODONGA, VIC, 3689
Consumer & Tenancy Advice Serv Inc, 45A Ovens Street, WANGARATTA, VIC, 3677
Consumer & Tenancy Advice Service, Inc, 110 Hume Street, WODONGA, VIC, 3690
Consumer & Tenancy Advice Service, 110 Hume Street, WODONGA, VIC, 3690
Consumer & Tenant Res., Centre Outer East, 11/5-7 Chandler Road, BORONIA, VIC, 3155
Consumer Advocacy & Financial Counselling Association, 4 FL, Ross House, 247 Flinders Lne,
MELBOURNE, VIC, 3000
Consumer Law Centre Vic Ltd (Incorp Public Interest Law Clear, 11th Floor, 300 Flinders Street,
MELBOURNE, VIC, 3000
Consumer and Tenant Resource, Centre Outer East Inc, Suite 11, 5-7 Chandler Road, BORONIA,
VIC, 3155
Coolaroo West Community Centre, PO Box 48, DALLAS, VIC, 3047
Coomoora Community Centre, Coomoora Road, SPRINGVALE SOUTH, VIC, 3172
Cooroonya House, PO Box 396, WANGARATTA, VIC, 3677
Corio Community Health Services, Inc, Gellibrand Street, CORIO, VIC, 3214
Cranbourne Community House Inc, PO Box 18, CRANBOURNE, VIC, 3977
Dallas Neighbourhood House, 22 Calivil Street, DALLAS, VIC, 3047
Daddy North Neighbours Inc, Jan Wilson Community Centre, Halton Road, NOBLE PARK
NORTH, VIC, 3174
Dandenong Council, 31 Pickett Street, DANDENONG, VIC, 3175
Dandenong North Neighbourhood House Jan Wilson Community Cen, Halton Road, NOBLE
PARK NORTH, VIC, 3174
Dandenong Public Tenants Group, 6 Mc Lean Crescent, DANDENONG, VIC, 3175
Dandenong YWCA Neighbourhood, 34 King Street, DANDENONG, VIC, 3175
Darebin Community Legal Service, 80 High Street, NORTHCOTE, VIC, 3070
Darjon Outreach Project, PO BOX 412, ALBURY, VIC, 2640
Daylesford Neighbourhood House, PO Box 325, DAYLESFORD, VIC, 3460
Deer Park Community Info Centre Shop 95a Deer Park Central, Neale Road, DEER PARK, VIC,
3023
Deer Park Community Information Centre Legal Programme, 73 Drumfries Street, DEER PARK,
VIC, 3023
Diamond Creek Living and Learning Centre, PO Box 154, DIAMOND CREEK, VIC, 3089
Diamond Valley Learning Centre, PO BOX 217, GREENSBOROUGH, VIC, 3088
Dight Abbotsford Collingwood, Clifton Hill Tenants Association, 31-33 Harmsworth Street,
COLLINGWOOD, VIC, 3066

Dignity Financial Counselling Serv, 12 Gower Street, KENSINGTON, VIC, 3031
Dingley Village Neighbourhood Cent, 31 Marcus Road, DINGLEY, VIC, 3172
Disability Discrimination Law Advocacy Service, 11th Floor, 343 Little Collins Street,
MELBOURNE, VIC, 3000
Disability Employment Action Ctre, 3 Fl, Ross House, 247 Flinders Lne, MELBOURNE, VIC, 3000
Doncaster Com.Care & Counselling, Centra Inc., Westfield Shopping Town Doncare PO Box 105
Doncaster VIC 3108
Dromana Community House, 3 Gibson Street, DROMANA, VIC, 3936
Eaglehawk Share & Care Centre, 12 Truscott Avenue, EAGLEHAWK, VIC, 3556
Eastern Community Legal Centre, 1st Floor, 60-64 Railway Road, BLACKBURN, VIC, 3130
Eastern Domestic Violence Outreach Service, 64 Reilly Street, RINGWOOD, VIC, 3134
The Executive Officer Eastern Domestic Violence Outreach Service, 64 Reilly Street, RINGWOOD,
VIC, 3134
Echuca Care Centre, 34-36 Heygarth Street, ECHUCA, VIC, 3564
Echuca Neighbourhood House, 261 High Street, ECHUCA, VIC, 3564
Echuca Neighbourhood House, 261 High Street, ECHUCA, VIC, 3564
Eltham Living and Learning Centre, 739 Main Road, ELTHAM, VIC, 3095
Enmaraleek Association Inc, PO Box 395, BROADMEADOWS, VIC, 3047
Environment Defenders Office, Level 1, 504 Victoria Street, NORTH MELBOURNE, VIC, 3053
Environment Victoria, 19 O'Connell Street, NORTH MELBOURNE, VIC, 3051
Essendon Cab, Cnr Pascoe Vale & Mt Alexander, Roads, MOONEE PONDS, VIC, 3039
Essendon Community Legal Service, 13A Wingate Avenue, ASCOT VALE, VIC, 3032
Essendon Rental Housing Co-op, PO Box 112, ASCOT VALE, VIC, 3032
Ethnic Youth Issues Network, Youth, Affairs Council of Vic, 1/250 Gore Street, FITZROY, VIC,
3065
FAST (Financial Advice Serv Team), 27 Duke Street, SUNSHINE, VIC, 3020
Family Resource Centre (Whittlesea Plenty Growth Area), 141 High Street, THOMASTOWN, VIC,
3074
Family Access Network Inc, 1030 Whitehorse Road, BOX HILL, VIC, 3128
Family Research Action Centre Inc 241 Princess Highway NOBLE PARK VIC 3174
Family Resource Action Centre, Princes Highway, MORWELL, VIC, 3840
Faminy Mediation Centre Inc 367 Princess Highway NOBLE PARK VIC 3174
Filipino Community Council of Vic, PO Box 480, FOOTSCRAY, VIC, 3011
Financial Aid Office LaTrobe Uni BUNDOORA VIC 3083
Finbar Family Neighbourhood House, 102 Rowena Parade, RICHMOND, VIC, 3121
Fitzroy Learning Network Inc, 198 Napier Street, FITZROY, VIC, 3065
Fitzroy Richmond Collingwood, Accommodation Service, 239 Brunswick Street, FITZROY, VIC,
3065
Flemington & Kensington Community Legal Centre, 40 Bellair Street, KENSINGTON, VIC, 3031
Footscray Community Legal Centre, 220 Nicholson Street, FOOTSCRAY, VIC, 3011
Foster Community Centre, Cnr Station & Court Streets, FOSTER, VIC, 3960
Foster Grandparents Scheme, 2nd Fl, Ross House, 247 Flinders Lne, MELBOURNE, VIC, 3000
Frankston Financial Counselling Sr Civic Centre, Davey Street Frankston VIC 3199
Friends of the Pacific, 2nd Fl, Ross House, 247 Flinders Ln, MELBOURNE, VIC, 3000
Garden City Neighbourhood House, 7 Cumberland Road, GARDEN CITY, VIC, 3207
Geelong MRC 151 Pakington Street GEELONG WEST VIC 3218
Geelong Migrant Resource Centre, Shop 6, 140 Pakington Street, GEELONG WEST, VIC, 3218
Gellibrand Community Group, Fry's Road, GELLIBRAND, VIC, 3239
Gippsland Family Services, 65 Church Street, MORWELL, VIC, 3840

Girgarre Community Group Inc, 27 Olympic Street, GIRGARRE, VIC, 3624
Glenecho Neighbourhood House, 589 Matra Place, ALBURY, VIC, 2640
Glenelg Family Care, Old Court Community Centre, Henty Street, (P.O.Box 118), CASTERON, VIC, 3311
Glenelg Interchange, 26 Fairy Street, WARRNAMBOOL, VIC, 3280
Glenhuntly Neighbourhood House, 1213 Glenhuntly Road, GLENHUNTLY, VIC, 3163
Glenmeadows Public Tenants Group, Inc, 27 Cooper Street, BROADMEADOWS, VIC, 3047
Good Shepherd Youth & Family, Services Inc Buying Advice Serv, 117 Johnston Street, COLLINGWOOD, VIC, 3066
Goulburn Valley Interchange, 94 Wyndham Street, SHEPPARTON, VIC, 3630
Greek Orthodox Community of, Broadmeadows and District, 227 Camp Road, BROADMEADOWS, VIC, 3047
Greek Women's Learning Centre, 8 Corsair Street, RICHMOND, VIC, 3121
Gronn Place Community Flat, Gronn Place, Albion Street, BRUNSWICK, VIC, 3056
Gurwidg Neighbourhood House, 58 Cunningham Street, NORTHCOTE, VIC, 3070
HIV Aids Legal Centre, c/- Victorian Aids Council, 6 Claremont Street, SOUTH YARRA, VIC, 3141
Hallam Community Centre Inc, PO Box 42, HALLAM, VIC, 3803
Hamilton Neighbourhood House, 118 Brown Street, HAMILTON, VIC, 3300
Hastings Cab, 30 King Street, HASTINGS, VIC, 3915
Hastings Citizens Advice Bureau 30 King Street HASTINGS VIC 3915
Hmong Australia Society, PO Box 1219, NORTH FITZROY, VIC, 3068
Horn of Africa Community Access, Network, Ross House, 247 Flinders Lane, MELBOURNE, VIC, 3000
Housing Option Program, 372 South Road, MOORABBIN, VIC, 3189
Housing Resource & Support Service, Gr Fl, Ross House, 247 Flinders Lne, MELBOURNE, VIC, 3000
Housing for the Aged Actio Group, 2nd Fl, Ross House, 247 Flinders Lne, MELBOURNE, VIC, 3000
Hunt Club Community Centre, 775 Ballarat Road, DEER PARK, VIC, 3023
Indo China Ethnic Chinese Assocn, (ICECA), Gr Fl, Ross House, 247 Flinders Lane, MELBOURNE, VIC, 3000
Indo-Chinese Community Flat, 23/33 Alfred Street, NORTH MELBOURNE, VIC, 3051
Inner Eastern Regional Housing, Council, 12 Rutland Road, BOX HILL, VIC, 3128
Inner Western Region MRC 41 - 45 Pickett Street FOOTSCRAY VIC 3011
International Women's Day Collective, Ross House, 247 Flinders Lane, MELBOURNE, VIC, 3000
Islamic Women's Welfare Council, of Victoria, PO Box 80, BRUNSWICK, VIC, 3056
Kangaroo Flat Community Group Inc, 21 Woolcock Avenue, KANGAROO FLAT, VIC, 3255
Karingal Neighbourhood House, 88 Karingal Drive, FRANKSTON, VIC, 3199
Kealba Community Centre, PO Box 83, KEILOR, VIC, 3032
Kerrimuir Neighbourhood House, 57 Linda Avenue, BOX HILL NORTH, VIC, 3129
Kew/Hawthorn Information & Support, 614 Glenferrie Road, HAWTHORN, VIC, 3122
Kinglake Neighbourhood House, PO BOX 135, KINGLAKE, VIC, 3763
Knox Community Support Service, 511 Burwood Highway, WANTIRNA SOUTH
Knox Financial Counselling Service, 511 Burwood Highway, KNOXFIELD, VIC, 3180
Koorie Neighbourhood House, Cnr Rose & Cunningham Streets, NORTHCOTE, VIC, 3070
Kurdish Association of Victoria, PO Box 473, GLENROY, VIC, 3046
La Trobe Information & Support, Centre, PO Box 1025, MORWELL, VIC, 3840
Lalor Living & Learning Centre, PO Box 1144, LALOR, VIC, 3075

Lang Lang Community Centre, PO Box 81, LANG LANG, VIC, 3984
Lao Australian Welfare Assoc, PO Box 223, FOREST HILL, VIC, 3131
Latin American Assoc of Community, and Welfare Services, PO Box 70, SPRINGVALE, VIC, 3171
Leisure Focus Loddon Campse PO Box 758 BENDIGO VIC 3550
Leisure Networks 71 Lirrlle Malop Street GEELONG VIC 3220
Lilydale & District Community, Info Centre, PO Box 350, LILYDALE, VIC, 3140
Loddon Mallee Interchange, 127 Mitchell Street, BENDIGO, VIC, 3550
Long Gully Community House, 17 Derwent Drive, BENDIGO, VIC, 3550
Long Gully Neighbourhood House, 17 Derwent Drive, LONG GULLY, VIC, 3550
Lower Plenty Neighbourhood House, Out of School Hours Program, 162 Main Road, LOWER PLENTY, VIC, 3093
Lyre Bird Community Centre, 203 Lyre Bird Drive, CARRUM DOWNS, VIC, 3197
Mallacoota Community House, c/- Post Office, MALLACOOTA, VIC, 3892
Mallee Tenancy Advice Service Inc, 1/152 Pine Avenue, MILDURA, VIC, 3500
Mallee Support & Development Group, 200 Best Street (P O Box 82), SEA LAKE, VIC, 3533
Mallee Tenancy & Consumer Adv.Serv, 1/52 Pine Avenue, MILDURA, VIC, 3500
Mallee Tenancy Advice Service, 300 Campbell Street, SWAN HILL, VIC, 3585
Malvern Community Information, Centre, 290 Glenferrie Road, MALVERN, VIC, 3144
Maroondah Accommodation Service, Suite 1, 51 New Street, RINGWOOD, VIC, 3134
Maryborough Community Information, Centre, Tuaggra Street, MARYBOROUGH, VIC, 3465
Maryborough Neighbourhood House, Cnr Spring & Primrose Streets, MARYBOROUGH, VIC, 3465
Melbourne CAB, Cathedral Arcade, 37 Swanston Street, MELBOURNE, VIC, 3000
Melbourne Esperanto Society, Ross House, 247 Flinders Lane, MELBOURNE, VIC, 3000
Melbourne University Student Union, Legal Service, Melbourne University, PARKVILLE, VIC, 3052
Meredith Neighbourhood House, 4 Russell Street, MEREDITH, VIC, 3333
Merhamet Muslim Welfare Assoc, PO Box 898, NOBLE PARK, VIC, 3174
Migrant Resource Centre North, West Region, 27 Alfrieda Street, ST ALBANS, VIC, 3021
Migrant Resource Centre Westgate, Region, 78-82 Second Avenue, ALTONA, VIC, 3025
Mitchell House, Murray Street, WONTHAGGI, VIC, 3995
Moe Neighbourhood House Inc, PO Box 147, MOE, VIC, 3825
Monash Oakleigh Legal Service, 60 Beddoe Avenue, CLAYTON NORTH, VIC, 3168
Moonee Ponds Community Centre, PO Box 56, MOONEE PONDS, VIC, 3039
Mordialloc CAB, 44 Florence Street, MENTONE, VIC, 3194
Mordialloc Neighbourhood House, PO Box 42, MORDIALLOC, VIC, 3195
Morgana Women's Group, GPO Box 30A, MELBOURNE, VIC, 3000
Mount Street Neighbourhood, Community, 6-8 Mount Street, GLEN WAVERLEY, VIC, 3150
Movement Against Ukranium Mining, Ross House, 247 Flinders Lane, MELBOURNE, VIC, 3000
Mt Alexander Community Information, Centre, Faulder Watson Hall, Barkers Street, CASTLEMAINE, VIC, 3450
Murray Valley Aboriginal Health, Service Aboriginal Co-op, 14A Perrin Street, ROBINVALE, VIC, 3549
Murrayville Community Awareness Gr, c/- Post Office Box 125, MURRAYVILLE, VIC, 3512
Muslim Welfare Board of Victoria, PO Box 14156, Melbourne Mailing Centre, MELBOURNE, VIC, 3000
Nase Zene (Yugoslav Women), Ross House, 247 Flinders Lane, MELBOURNE, VIC, 3000
Ngwala Willumbong Co-operative, 93 Wellington Street, WINDSOR, VIC, 3181

Nhill Rural Counselling, P O Box 54, NHILL, VIC, 3418
Noble Park Community Centre, PO Box 33, NOBLE PARK, VIC, 3174
North Eastern Region Migrant, Resource Centre, 251 High Street, PRESTON, VIC, 3072
North Ballarat Neighbourhood House, 6 Crompton Street, BALLARAT, VIC, 3350
North Cyprus Turkish Community of, Victoria, PO Box 687, SUNSHINE, VIC, 3020
North East Consumer Support Service Sutherland Comm Resource, 258 Nell Street West, WATSONIA, VIC, 3087
North Eastern Region MRC, 251 High Street, PRESTON, VIC, 3072
North Riding Living and Learning, Rodger Road, PANTON HILL, VIC, 3759
North West Interchange, 9E Anderson Street, PASCOE VALE, VIC, 3094
North West Region MRC 25 Alfreda Street ST ALBANS VIC 3020
North and West Melbourne Neighbour, 58 Errol Street, NORTH MELBOURNE, VIC, 3051
Northcote Financial Counselling Sr, Northcote Shopfront, 438 High St, NORTHCOTE, VIC, 3070
Northern Metropolitan Migrant, Resource Centre, 182 Widford Street, BROADMEADOWS, VIC, 3047
Nunawading Emergency Housing, Service, 6 Silver Grove, NUNAWADING, VIC, 3131
Oakleigh Branch 6 Atherton Road OAKLEIGH VIC 3166
Oakleigh/Clayton, 25 Downing Street, OAKLEIGH, VIC, 3166
Older Persons Action Centre (OPAC), 2nd Fl, Ross Hse, 247 Flinders Lane, MELBOURNE, VIC, 3000
Older Women's Network of Victoria, Ross House Tenants, Level 2, 247 Flinders Lane, MELBOURNE, VIC, 3000
Oromo Community Association, Ross House, 247 Flinders Lane, MELBOURNE, VIC, 3000
Outdoors Inc, PO Box 147, FITZROY, VIC, 3065
Outer East Regional Housing, Council, 49 Taylors Road, CROYDON, VIC, 3136
Outer Wester Psych Disability, Services Association, PO Box 59, ST ALBANS, VIC, 3021
Outlets, 43 Mason Street, NEWPORT, VIC, 3015
Ouyen Neighbourhood House, PO Box 66, OUYEN, VIC, 3490
Ovens & King Community Health Centre , PO Box 320, BRIGHT, VIC, 3741
Pakenham CAB, 66 Main Street, PAKENHAM, VIC, 3810
Palm Lodge Rehabilitation Centre, 25 David Street, HORSHAM, VIC, 3400
Patterson Lakes Community Centre, Lots 5-9 Thompson Road, PATTERSON LAKES, VIC, 3197
Paynesville Neighbourhood House, 5 Wellington Street, PAYNESVILLE, VIC, 3880
People House, 4 Webster Street, BALLARAT, VIC, 3350
People for Nuclear Disarmament, Ross House, 247 Flinders Lane, MELBOURNE, VIC, 3000
Peterson Avenue Neighbourhood Netw, Flat 2, Block 4, Peterson Avenue, COBURG, VIC, 3058
Port' N South Living & Learning, Centre, PO Box 478, PORT MELBOURNE, VIC, 3207
Port Fairy Community House, PO Box 136, PORT FAIRY, VIC, 3284
Port Melbourne Neighbourhood, Centre, 146 Nott Streets, PORT MELBOURNE, VIC, 3207
Powerline Action Victoria, Ross House, Level 2, 247 Flinders Lane, MELBOURNE, VIC, 3000
Prahran & Malvern Community Housing Group, Shop 2/1, Surrey Road, SOUTH YARRA, VIC, 3141
Prahran Branch 24 Victoria Street WINDSOR VIC 3181
Prahran CAB, Cnr Greville & Macquaire Streets, PRAHRAN, VIC, 3181
Public Interest Law Clearing House, 11th Fl, 300 Flinders Street, MELBOURNE, VIC, 3000
Public Transport Users Association, Ross House, 247 Flinders Lane, MELBOURNE, VIC, 3000
Pyalong Neighbourhood House, High Camp via Kilmore, KILMORE, VIC, 3764
RP Society, Ross House, 247 Flinders Lane, MELBOURNE, VIC, 3000
Reddcliffs Community Resource, Centre, PO Box 627, REDCLIFFE, VIC, 3496

Refugee Advice and Casework Serv, 161 Fitzroy Street, ST KILDA, VIC, 3182
Robinvale Network House, PO Box 850, ROBINVALE, VIC, 3549
Rockbank Neighbourhood House, PO Box 81, ROCKBANK, VIC, 3335
Ross House Association, Ross House, 247 Flinders Lane, MELBOURNE, VIC, 3000
SLAM (Shared Learning & Activities, PO Box 26, MURTOA, VIC, 3390
Sea Lake & District Neighbourhood, 200 Best Street, SEA LAKE, VIC, 3533
Selwyn House, 20 Selwyn Avenue, CRAIGIEBURN, VIC, 3064
Serbian Welfare Assoc of Vic, 4th Floor, 358 Lonsdale Street, MELBOURNE, VIC, 3000
Sex Addicts Anon, Ross House, 247 Flinders Lane, MELBOURNE, VIC, 3000
Sexaholics Anon, Ross House, PO Box 2144, KEW, VIC, 3101
Shelter Victoria, Ross House, 247 Flinders Lane, MELBOURNE, VIC, 3000
Shepparton & Benalla Financial Counselling Service, 43 Nunn Street, BENALLA, VIC, 3672
Sherbrooke Community House Cluster, 51 Cornelius Drive, WANTIRNA, VIC, 3152
Sherbrooke Community Information Centre Inc, 1632 Burwood Highway, BELGRAVE, VIC, 3160
Shire of Bulla Craigieburn Neighbourhood, PO Box 42, SUNBURY, VIC, 3429
Single Women In Support of, Housing Options, 102 Bell
Site Rating Defence, Ross House, Level 3, 247 Flinders Lane, MELBOURNE, VIC, 3000
Snowden House, 46 Vincent Crescent, WERRIBEE, VIC, 3030
Sol Green Recreation Centre, c/- City of South Melbourne, PO Box 333, SOUTH MELBOURNE, VIC, 3205
Somali Digil & Mirifle Assoc, Ross House, Ground Floor, 247 Flinders Lane, MELBOURNE, VIC, 3000
Somali Relief Association, Ross House, Level 2, 247 Flinders Lane, MELBOURNE, VIC, 3000
South Central Region MRC 151 Fitzroy Street ST KILDA VIC 3162
South East Asian Assistance Comm, PO Box 3041, SYNDAL, VIC, 3149
South Eastern Region MRC, 67 - 71 Walker Street DANDENONG VIC 3175
South Gippsland Accommodation, Service, PO Box 419, LEONGATHIA, VIC,
South Gippsland CAB, Memorial Hall Complex, PO Box 250, LEONGATHA, VIC, 3953
South Kingsville Community Centre, 43 Paxton Street, SOUTH KINGSVILLE, VIC, 3015
South Port Community Legal Service, 341 Coventry Street, SOUTH MELBOURNE, VIC, 3205
South West Gippsland Financial Counselling Service, Davey House, Wonthaggi Hospital, Graham Street, WONTHAGGI, VIC, 3995
South Western Comm.Care, Shire of Hampden, Simpson St, TERANG, VIC, 3264
South Western Community Care Inc, 63 Percy Street, PORTLAND, VIC, 3305
Southern Community Centre, Rupert Drive, MULGRAVE, VIC, 3170
Southern Consumer & Financial Advocacy Service Inc., Shop 8, 3 Tuck Street, MOORABBIN, VIC, 3189
Southern Ethnic Advisory and, Advocacy Council, 6 Atherton Road, OAKLEIGH, VIC, 3166
Southport Financial Counselling Sr, 341 Coventry Street, SOUTH MELBOURNE, VIC, 3205
Speak Easy, Ross House, 247 Flinders Lane, MELBOURNE, VIC, 3000
Spring Creek House, PO Box 433, TORQUAY, VIC, 3228
Springdale Community Cottage, Post Office Box 180, DRYSDALE, VIC, 3222
Springvale Community Centre, 1 Osborne Avenue, SPRINGVALE, VIC, 3171
St Albans Legal Service, 147 Main Road West, ST ALBANS, VIC, 3021
St Kilda Community Health Centre, 18 Mitford Street, ST KILDA, VIC, 3182
St Kilda Public Tenants Associatio, 114 Inkerman Street, ST KILDA, VIC, 3182
St. Lukes Family Care, 32 Forest Street, BENDIGO, VIC, 3550
St.Kilda Financial Counselling Srv, 161 Chapel Street, ST KILDA, VIC, 3182
Star Victorian Action of, Intellectual Disability, Ross House Level 2, 247 Flinders Lane,

MELBOURNE, VIC, 3000
Sth. Gippsland CAB, Michael Place (P.O. Box 250), LEONGATHA, VIC, 3953
Sth. Western Community Care, 46 Brown Street, HAMILTON, VIC, 3300
Stonnington Tenants Association, 2 Simmons Street, SOUTH YARRA, VIC, 3141
Sunbury Financial Counselling Serv, Cnr Gap Rd & Horne St, SUNBURY, VIC, 3429
Sundowner Avenue Neighbourhood, House, PO Box 12, CLARINDA, VIC, 3169
Sunraysia CAB, PO Box 1091, MILDURA, VIC, 3502
Sussex Neighbourhood House, 235-237 Sussex Street, NORTH COBURG, VIC, 3058
Swan Hill Tenants Information Serv, 300 Campbell Street, SWAN HILL, VIC, 3585
Syblla Feminist Press Limited, Ross House, Level 1, 247 Flinders Lane, MELBOURNE, VIC, 3000
Sydenham Neighbourhood House, Lot 1, Community Hub, SYDENHAM, VIC, 3038
Tatura Care and Shire Community, Centre, PO Box 198, TATURA, VIC, 3616
Tenants Union of Victoria, 35 Smith Street, FITZROY, VIC, 3065
Tenants Union of Victoria, Footscray, 2/207 Barkly Street, FOOTSCRAY, VIC, 3011
Tenants Union of Victoria, St Kilda, 161 Chapel Street, ST KILDA, VIC, 3182
The Basin Community House, PO Box 160, THE BASIN, VIC, 3154
The Dight Abbotsford Collingwood, Clifton Hill Tenants Association, 31-33 Harmsworth Street, COLLINGWOOD, VIC, 3066
The Homeless Fund, Ross House, Level 3, 247 Flinders Lane, MELBOURNE, VIC, 3000
The Smith Family, 390 Smith Street, COLLINGWOOD, VIC, 3066
The Smith Family, 52 Sun Crescent Street, SUNSHINE, VIC, 3020
Timor Ethnic Chinese Community, In Victoria, PO Box 1037, RICHMOND NORTH, VIC, 3121
Tree Project Ross House Level 3, 247 Flinders Lane, MELBOURNE VIC 3000
Trentham N'hood Centre Inc, PO Box 96, TRENTHAM, VIC, 3458
Trudewind Neighbourhood House, c/- Quirk Crt, WODONGA, VIC, 3690
Tullamarine Community House, Caprol Grove, PO BOX 450, TULLAMARINE, VIC, 3043
Turkish Speaking Community Workers, Assoc of Victoria, PO Box 370, BRUNSWICK, VIC, 3056
Union of Australian Women, Ross House, Level 2, 247 Flinders Lane, MELBOURNE, VIC, 3000
Uniting Church Centre, 130 Little Collins Street, MELBOURNE, VIC, 3000
Upper Beaconsfield Community Centr, PO Box 2, UPPER BEACONSFIELD, VIC, 3807
Very Special Kids, 321 Glenferrie Road, MALVERN, VIC, 3144
Victorian Adult Literacy & Basic, Education Council, Ross House Level 2, 247 Flinders Lane, MELBOURNE, VIC, 3000
Victorian Assoc of Community Information Centres, 4th Floor, 136 Exhibition, MELBOURNE, VIC, 3000
Victorian Co-operative on, Childrens Services for Ethnic, 569 Nicholson Street, NORTH CARLTON, VIC, 3058
Victorian Housing Workers Network, Ross House, 247 Flinders Lane, MELBOURNE, VIC, 3000
Victorian Immigration Advice &, Rights Centre, 161 Fitzroy Street, ST KILDA, VIC, 3182
Victorian Macintosh Users Group, Ross House, Level 1, 247 Flinders Lane, MELBOURNE, VIC, 3000
Vietnamese Community in Australia, PO Box 2115, FOOTSCRAY, VIC, 3011
Villamanta Legal Service, 6 Villamanta Street, GEELONG WEST, VIC, 3218
Waranga Community House, PO Box 201, RUSHWORTH, VIC, 3612
Warrandyte Neighbourhood House, PO Box 106, WARRANDYTE, VIC, 3113
Wastonia Neighbourhood House, 47 Lambourne Road, WATSONIA, VIC, 3087
Wathaurong Aboriginal Co-op, PO Box 402, NORTH GEELONG, VIC, 3215
Watsonia Consumer Support, Shopfront Family Resource Centre, 25 Nell Street, WATSONIA, VIC, 3087

Watsonia Neighbourhood House, 47 Lambourne Road, WATSONIA, VIC, 3087
 Waverley CAB, 6 Holskamp Street, MT WAVERLEY, VIC, 3149
 Wedderburn Community Neighbourhood, 46-48 High Street, WEDDERBURN, VIC, 3518
 Welfare Rights Unit, 154 Sackville Street, COLLINGWOOD, VIC, 3066
 Wendouree West Community House, 14 Violet Grove, WENDOUREE WEST, VIC, 3350
 Werribee Branch 96 Wattib Street WERRIBEE VIC 3040
 Werribee Family Services, 38 Synott Street, WERRIBEE, VIC, 3030
 West Footscray Neighbourhood House, 648 Barkly Street, WEST FOOTSCRAY, VIC, 3012
 West Ward Community House, 160 Main Street, THOMASTOWN, VIC, 3074
 West Ward Neighbourhood House, PO Box 425, THOMASTOWN WEST, VIC, 3074
 West Wodonga Neighbourhood House, Cnr Melrose & Ritter Road, WODONGA, VIC, 3690
 West Wodonga Neighbourhood House, 4 Acacia Crescent, WODONGA, VIC, 3690
 Western Reg.Financial Counsellig, Grp Footscray Com Serv.Building, Cnr Hyde & Napier Streets,
 FOOTSCRAY, VIC, 3011
 Western Region Turkish Education, & Welfare Assoc, PO Box 709, SUNSHINE, VIC, 3020
 Western Regional Financial, Counselling Group, 115 Melrose Street, NORTH MELBOURNE, VIC,
 3051
 Western Suburbs Lebanese Welfare, Committee, 13 Mason Street, NEWPORT, VIC, 3015
 Westernport Regional Housing, Council, 51 Cleeland Street, DANDENONG, VIC, 3175
 Westgate Region MRC 78-82 Second Avenue ALTONA VIC 3022
 Westvale Community Centre, 45 Kings Road, KINGS PARK, VIC, 3021
 Whittlesea Contact Community House, 35 Walnut Street, WHITTLESEA, VIC, 3757
 Willow Park Community Centre, Cnr Melrose Dve & Selltimber, WODONGA, VIC, 3690
 Winchelsea Community House, 17 Armytage Street, WINCHELSEA, VIC, 3241
 Women In Supportive Housing, Ross HOUse, Level 1, 247 Flinders Lane, MELBOURNE, VIC,
 3000
 Wonga Park Community Cottage, Old Yarra Road, WONGA PARK, VIC, 3115
 Woori House, Shop 5, The New Centre, WOORI YALLOCK, VIC, 3139
 Wycheproof Community Resource Cent, PO Box 78, WYCHEPROOF, VIC, 3527
 Yarra Ranges Community Care, Youth & Family, 329a Main Street, LILYDALE, VIC, 3140
 Yarra Valley Family Service, 47-51 Castella Street, LILYDALE, VIC, 3140
 Yarra Valley Family Services, Community Services Dept, 231 Maroondah Highway,
 HEALSVILLE, VIC, 3777
 Yarra Valley Family Support Family, Services, c/o Shire Offices, Main Street, YARRA
 JUNCTION, VIC, 3797
 Yarram & District Neighbourhood, House, PO Box 212, YARRAM, VIC, 3971
 Young Women's Project, 15 Chester Street, OAKLEIGH, VIC, 3166
 Youth Accommodation Coalition, Ross House, Level 1, 247 Flinders Lane, MELBOURNE, VIC,
 3000
 Youth At Risk, 8 Goodwood Street, RICHMOND, VIC, 3121

RESERVE LIST

Catholic Social Services PO Box 5078 ALPHINGTON VIC 3078
 Catholic Walking Club of Victoria PO Box 26 CARLTON SOUTH VIC 3053
 Federation of Chinese Association 4th Fl, Ross Hse, 247 Flinders Lne MELBOURNE VIC 3000
 Fusion Neighbourhood Centre PO Box 2063 OAKLEIGH VIC 3148
 Incolink 80 Drummond Street CARLTON VIC 3053
 Interact (Vic) Inc PO Box 159 KEW VIC 3101

Loddon Valley Community Supporter Gr Rural Counselling Service 26 Wellington Street (Box 122)
KERANG VIC 3579

Murray Valley Rural Industry Assistance Group Hay Avenue (P.O. Box 76) COBRAN VIC 3644

Royal Guide Association or Guide Dogs Assoc Vic Chandler Highway KEW VIC 3101

Rural Response Committee RMB 423 WILLAURA VIC 3291

South Gippsland Farmers Support Gr 51 McCartin St (PO Box 362) LEONGATHA VIC 3953

Wimmera Fightback Committee Rural Counselling Services 127 Baillie Street HORSHAM VIC
3400

YMCA Dandenong Neighbourhood House 34 King Street DANDENONG VIC 3175

ROPING-IN AWARD NO. 1 OF 1999

[Roping-in Award No. 1 of 1999 inserted by [S3572](#) from 15Feb00]

1 - TITLE

This award shall be known as the Social and Community Services (Interim) Roping-in No. 1 Award 1999.

2 – APPLICATION

The terms and conditions of the award known as Social and Community Services (Interim) Award 1995 varied and in force from time to time shall be binding according to its terms upon:

- (a) the Australian Municipal, Administrative, Clerical and Services Union and its members; and
- (b) all employers named in Schedule A attached hereto in respect of all of their employees whether members of the union or not.

3 – DATE OF OPERATION

This award shall come into force from 15 February 2000 and shall remain in force for a period of six months.

SCHEDULE A

ODN. NO. 36584 OF 1998

MacKillop - Mercy Family Care Centre
Helen Street
North Geelong Vic 3220

MacKillop - St. Anthony's Family Service
118 Commercial Road
Footscray Vic 3011

MacKillop - St. Augustine's
27-33 Oxford Street

Whittington Vic 3219

MacKillop - St. Joseph's
22 Pin Oak Crescent
Flemington Vic 3031

MacKillop - St. Joseph's Babies & Family Services
155 Melbourne Avenue
Glenroy Vic 3046

MacKillop - St. Vincent de Paul Child & Family Services
564 Balcombe Road
Black Rock Vic 3193

ODN. NO. 34835 OF 1996

Salvation Army (Victoria) Property Trust
5 Hamilton Street
Mont Albert Vic 3127

ROPING-IN AWARD NO. 1 OF 2000

[Roping-in Award No. 1 of 2000 inserted by [PR900107](#) from 11Dec00]

1 - TITLE

This award shall be known as the Social and Community Services Victoria (Roping-in No. 1) Award 2000.

2 - PARTIES BOUND

This award shall be binding upon:

- 2.1 Women's Domestic Violence Crisis Service of Victoria Inc; and
- 2.2 Australian Municipal Administrative, Clerical and Services Union and its members.

3 - OPERATION

This award shall come into force from 11 December 2000 and shall remain into force for a period of six months.

ROPING-IN AWARD NO. 2 OF 2000

[Roping-in Award No. 2 of 2000 inserted by [PR900889](#) from 11Dec00]

1 - TITLE

This award shall be known as the Social and Community Services Victoria (Roping-in No. 2) Award

2000.

2 - PARTIES BOUND

This award shall be binding upon:

- 2.1** Inner South Transitional Housing in respect of Argyle Street Housing Service; and
- 2.2** Australian Municipal Administrative, Clerical and Services Union and its members.

3 - OPERATION

This award shall come into force from 11 December 2000 and shall remain into force for a period of six months.

ROPING-IN AWARD NO. 1 OF 2001

[Roping-in Award No. 1 of 2001 inserted by [PR908548](#) from 07Aug01]

1. TITLE

This award shall be known as the *Social and Community Services – Victoria – Roping-in No. 1 Award of 2001*.

2. APPLICATION

The terms and conditions of the award known as the *Social and Community Services – Victoria - Award 2000*, as varied and in force from time to time, shall be binding upon:

- (a) the Australian Municipal, Administrative, Clerical and Services Union and its members;
- (b) each employer named in Schedule 1 attached hereto in respect of all its employees whether members of the union or not.

3. DATE OF OPERATION

This award shall come into force from 7 August 2001 and shall remain in force for a period of six months.

SCHEDULE 1

RESPONDENT EMPLOYERS TO THE AWARD

Organisation	Dispute Finding
City Of Heidelberg Handicapped Persons Bureau, 90 Oriel Road, West Heidelberg Vic 3081	C2001/1408
Glenview Community Care Inc. 168-172 High Street, Rutherglen Vic 3685	C2001/1408

Impact Leisure Services Inc., 59 Warrigal Road, Oakleigh Vic 3166	C2001/1408
Joan's Place Womens Refuge, GPO Box 1793Q, Melbourne Vic 3001	C2001/1408
Margaret Tucker Hostel For Girls Inc., Po Box 344, Fairfield Vic 3078	C2001/1408
Neami Inc., Shop 3, The Arcade, 96 High Street, Preston Vic 3072	C2001/1408
North & West Melbourne Neighbourhood Centre, 58 Errol Street, North Melbourne Vic 3051	C36584/1998
Uniting Care Connections, 5/115 Hawthorn Road, Caulfield North Vic 3161	C2001/1408
Westate Community Development Ltd., 175-187 Hargreaves Street, Bendigo Vic 3550	C2001/1408
Youth Projects Inc., 6 Hartington Street, Glenroy Vic 3046	C2001/1408
Zena Collective, Po Box 908, Geelong Vic 3220	C2001/1408

ROPING-IN AWARD NO. 2 OF 2001

[Roping-in Award No. 2 of 2001 inserted by [PR908652](#) from 07Aug01]

1. TITLE

This award shall be known as the *Social and Community Services – Victoria – Roping-in No. 2 Award of 2001*.

2. APPLICATION

The terms and conditions of the award known as the *Social and Community Services – Victoria - Award 2000*, as varied and in force from time to time, shall be binding upon:

- (a) the Australian Municipal, Administrative, Clerical and Services Union and its members;
- (b) each employer named in Schedule 1 attached hereto in respect of all its employees whether members of the union or not.

3. DATE OF OPERATION

This award shall come into force from 4 September 2001 and shall remain in force for a period of six months.

SCHEDULE 1 - RESPONDENT EMPLOYERS TO THE AWARD

Organisation	Dispute Finding
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ROPING-IN AWARD NO. 3 OF 2001

[Roping-in Award No. 3 of 2001 inserted by [PR909481](#) from 20Aug01]

1. TITLE

This award shall be known as the Social and Community Services - Victoria - Roping-in No. 2 Award of 2001.

2. APPLICATION

2.1 The terms of the award known as the Social and Community Services - Victoria - Award 2000 as varied from time to time shall be binding according to its terms upon:

2.1.1 the Australian Municipal, Administrative, Clerical and Services Union (ASU) and its members;
and

2.1.2 Brophy Family & Youth Services, 150 Liebig Street, Warrnambool in respect of all its employees whether members of the ASU or not.

3. DATE OF OPERATION

This award shall come into force from 20 August, 2001 and shall remain in force for a period of six months.

ROPING-IN AWARD NO. 1 OF 2002

[Roping-in Award No. 1 of 2002 inserted by [PR913568](#) from 23Jan02]

1. TITLE

This award shall be known as the Social and Community Services - Victoria - Roping-in No.1 Award 2002.

2. APPLICATION

The terms and conditions of the award known as the *Social and Community Services – Victoria – Award 2000* varied and in force from time to time shall be binding according to its terms upon:

2.1 The Australian Municipal, Administrative, Clerical and Services Union and its members;

2.2 The employers named in Schedule 1 attached hereto in respect of all its employees who are eligible to be members of the Australian Municipal, Administrative, Clerical and Services Union whether members of the union or not.

3. OPERATION

This award shall come into force from 23 January 2002 and shall remain in force for a period of 6 months.

SCHEDULE 1 - RESPONDENT EMPLOYERS TO THE AWARD

Brimbank Community Legal Centre	822 BALLARAT ROAD Deer Park Vic 3023	
Casey-Cardinia Community Legal Service	42 CLAREDALE ROAD Dandenong Vic 3175	
Peninsula Community Legal Centre	Suite 2-4 431 NEPEAN HIGHWAY Frankston Vic 3199	
Yarra Community Housing Ltd	145 Brunswick Street	Fitzroy Vic 3065

ROPING-IN AWARD NO. 2 OF 2002

[Roping-in Award No. 2 of 2002 inserted by [PR914968](#) from 21Feb02]

1. TITLE

This award shall be known as the *Social and Community Services – Victoria - Roping-in No. 2 Award 2002*.

2. APPLICATION

The terms and conditions of the award known as the *Social and Community Services – Victoria – Award 2000* as varied and in force from time to time shall be binding according to its terms upon:

- (a) the Australian Municipal, Administrative, Clerical and Services Union and its members;
- (b) the employers named in Schedule 1 attached hereto in respect of all its employees who are eligible to be members of the Australian Municipal, Administrative, Clerical and Services Union whether members of the union or not.

3. DATE OF OPERATION

This award shall come into force from 21 February 2002 and shall remain in force for a period of six months.

SCHEDULE 1

Australian AIDS Fund Inc.
PO Box 197
Camberwell Vic 3124

Australian Community Support Organisation (ASCO)
4th Floor

355 Spencer Street
West Melbourne Vic 3003

Blind Citizens Australia
87 High Street
Prahran Vic 3181

Child & Family Services Ballarat Inc.
Ludbrook Office
115 Lydiard Street North
Ballarat Vic 3350

Collingwood Children's Farm Inc.
St. Heliers Street
Abbotsford Vic 3067

Kilvington House Collective Inc.
PO Box 38
Narre Warren North Vic 3804

ROPING-IN AWARD NO. 3 OF 2002

[Roping-in Award No. 3 of 2002 inserted by [PR919676](#) ppc 15Oct02]

1. TITLE

This award shall be known as the Social and Community Services - Victoria - Roping-in No. 3 Award 2002.

2. PARTIES BOUND

The award shall be binding upon:

- (a) The Australian Municipal, Administrative, Clerical and Services Union and its members; and
- (b) The following employers in respect of all their employees who are eligible to be members of the Australian Municipal, Administrative, Clerical and Services Union:

Organisation	Dispute finding
St Vincent de Paul Society PO Box 14005 Melbourne Mail Centre, Victoria 8001	C No. 36584 of 1998
WAYSS Ltd PO Box 3 Dandenong, Victoria 3175	C. No. 38066 of 1999
Southern Cross Victoria Aged Care 284 Canterbury Road Surrey Hills, Victoria 3127	C2001/1408

3. APPLICATION

Subject to that which is otherwise provided in this award, the provisions of the *Social and Community Services - Victoria - Award 2000* as varied from time to time, shall apply to and be binding on the parties to this Award.

4. OPERATION

This award shall come into force from the first full pay period to commence on or after 15 October 2002 and shall remain in force for a period of six months.

ROPING-IN AWARD NO. 4 OF 2002

[Roping-in Award No. 4 of 2002 inserted by [PR919957](#) from 10Jul02]

1. TITLE

This award shall be known as the *Social and Community Services - Victoria - Roping-in No. 4 Award 2002*.

2. APPLICATION

The terms and conditions of the award known as the *Social and Community Services – Victoria – Award 2000* as varied and in force from time to time shall be binding upon:

- (a) the Australian Municipal, Administrative, Clerical and Services Union and its members employed by the Upper Yarra Community House Inc.;
- (b) the Upper Yarra Community House Inc., Main Street, Yarra Junction Vic 3797, in respect of all its employees who are eligible to be members of the Australian Municipal, Administrative, Clerical and Services Union, whether members of the union or not.

3. DATE OF OPERATION

This award shall come into force from 10 July 2002 and shall remain in force for a period of six months.

ROPING-IN AWARD NO. 5 OF 2002

[Roping-in Award No. 5 of 2002 inserted by [PR922712](#) ppc 19Sep02]

1. TITLE

This award shall be known as the *Social and Community Services - Victoria - Roping-in No. 5 Award 2002*.

2. APPLICATION

The terms and conditions of the award known as the *Social and Community Services - Victoria -*

Award 2000 as varied and in force from time to time shall be binding upon:

- (a) the Australian Municipal, Administrative, Clerical Services Union and its members employed by St. Laurence Community Services (Barwon) Inc., PO Box 110, Lara, Victoria, 3212.
- (b) St. Laurence Community Services (Barwon) Inc., PO Box 110, Lara, Victoria, 3212, in respect of all its employees who are eligible to be members of the Australian Municipal, Administrative, Clerical and Services Union, whether members of the union or not.

3. DATE OF OPERATION

This order shall come into force from the first pay period to commence on or after 19 September 2002 and shall remain in force for a period of six months.

ROPING-IN AWARD NO. 6 OF 2002

[Roping-in Award No. 6 of 2002 inserted by [PR923112](#) ppc 02Sep02, ppc 11Sep02]

1. TITLE

This award shall be known as the Social and Community Services - Victoria - Roping-in No. 6 Award of 2002.

2. APPLICATION

The terms and conditions of the award known as the Social and Community Services – Victoria – Award 2000 varied and in force from time to time shall be binding upon:

- (a) the Australian Municipal, Administrative, Clerical and Services Union and its members employed by the organisations listed in Schedules 1 and 2 attached hereto.
- (b) the employers named in Schedules 1 and 2 attached hereto in respect of all its employees who are eligible to be members of the Australian Municipal, Administrative, Clerical and Services Union, whether members of the union or not.

3. DATE OF OPERATION

This award shall come into force from the first pay period commencing on or after 2 September 2002 in respect to Schedule 1 and from the first pay period commencing on or after 11 September 2002 in respect to Schedule 2, and shall remain in force for a period of six months.

SCHEDULE 1 - DISPUTE FINDING C2002/2956

Organisation
Fitzroy Adventure Playground 156 NAPIER STREET FITZROY VIC 3065

Peninsula Supported Services Inc.
PO BOX 616
MORNINGTON VIC 3931

Relationships Australia (Victoria) Inc.
8 PROSPECT HILL ROAD
CAMBERWELL VIC 3124

Uniting Care Outreach Centre
105 DANA STREET
BALLARAT VIC 3350

Victorian Aboriginal Child Care Agency Co-operative Limited
34 WURRUK AVENUE
PRESTON VIC 3072

Women's Health Goulburn North East
LEVEL 3
62 OVENS STREET
WANGARATTA VIC 3677

Youth Substance Abuse Service
14-18 BRUNSWICK STREET
FITZROY VIC 3065

Dispute Finding C. No. 38066 of 1999

North East Housing Service Ltd.
353 HIGH STREET
PRESTON VIC 3072

SCHEDULE 2 - DISPUTE FINDING C2002/2956

Kara House Inc.
PO BOX 308
BURWOOD VIC 3125

ROPING-IN AWARD NO. 7 OF 2002

[Roping-in Award No. 7 of 2002 inserted by [PR925548](#) ppc 09Dec02]

1. TITLE

This award shall be known as the Social and Community Services - Victoria - (Roping-in No. 7) Award 2002.

2. OPERATION

The provisions of this award shall be those of the Social and Community Services - Victoria - Award 2000 (parent award) as varied from time to time.

3. APPLICATION AND PARTIES BOUND

This award shall apply to, and be binding upon:

- Australian Municipal, Administrative, Clerical and Services Union (ASU), its officers and members employed by the employers listed in Schedule 1; and

the employers listed in Schedule 1 in respect of employment of persons, who are eligible to be members of ASU, whether members or not.

3. DATE OF OPERATION

This award shall operate from the first pay period commencing on or after 9 December 2002 and shall remain in force for a period of six months.

ANNEXURE B

EMPLOYER	ADDRESS
Aspire, A Pathway to Mental Health Inc.	PO Box 683 Warrnambool Vic 3280
Grampians Community Health Centre Inc. 40-44 Wimmera Street Stawell Vic 3380	
Ranges Community Health Services Inc.	17 Clarke Street Lilydale Vic 3140

ROPING-IN AWARD NO. 1 OF 2003

[Roping-in Award No.1 of 2003 inserted by [PR931862](#) ppc 01Jul03]

1. TITLE

This award shall be known as the Social and Community Services - Victoria - (Roping-in No. 1) Award 2003.

2. OPERATION

The provisions of this award shall be those of the Social and Community Services - Victoria -Award 2000 (parent award) as varied from time to time.

3. APPLICATION AND PARTIES BOUND

This award shall apply to, and be binding upon:

- Australian Municipal, Administrative, Clerical and Services Union (ASU), its officers and members employed by Community Housing Limited; and
- Community Housing Limited in respect of employment of persons, who are eligible to be members of ASU, whether members or not.

3. DATE OF OPERATION

This award shall operate from the first pay period commencing on or after 1 July 2003 and shall remain in force for a period of six months.

ROPING-IN AWARD NO. 2 OF 2003

[Roping-in Award No.2 of 2003 inserted by [PR932235](#) ppc 29May03]

1. TITLE

This award shall be known as the *Social and Community Services - Victoria - Roping-in No. 2 Award 2003*.

2. OPERATION

The provisions of this award shall be those of the *Social and Community Services - Victoria - Award 2000*, (parent award) as varied from time to time.

3. APPLICATION AND PARTIES BOUND

This award shall apply to, and be binding upon:

- (a) the Australian Municipal, Administrative, Clerical and Services Union, its officers and members employed by the employers listed in Schedule 1.
- (b) the employers listed in Schedule 1 in respect of their employees who are eligible to be members of the Australian Municipal, Administrative, Clerical and Services Union, whether members or not.

4. DATE OF OPERATION

This award shall come into force from the first pay period commencing on or after 29 May 2003 and shall remain in force for a period of six months.

SCHEDULE 1

BASS Care Ltd
PO Box 304
Canterbury Vic 3126

Community & Volunteers of Eltham (CAVE) Inc.
PO Box 429
Eltham Vic 3095

Eastern & Central Africa Communities of Victoria Inc.
40 Grattan Street
Prahran Vic 3181

Emma House Domestic Violence Services Inc.
PO Box 547
Warrnambool Vic 3280

GROW
29 Erasmus Street
Surrey Hills Vic 3127

Kulin Nation Regional Cultural Heritage Program
Suite 1
241 Thomas Street
Dandenong Vic 3175

Sunraysia Community Health Services Inc.
PO Box 2803
Mildura Vic 3502

Victoria Immigrant & Refugee Women's Coalition
Level 3
489 Elizabeth Street
Melbourne Vic 3000

ROPING-IN AWARD NO. 3 OF 2003

[Roping-in Award No. 3 of 2003 inserted by [PR934979](#) ppc 14Jul03]

1. TITLE

This award shall be known as the *Social and Community Services - Victoria - Roping-in No. 3 Award 2003*.

2. OPERATION

The provisions of this award shall be those of the *Social and Community Services - Victoria - Award 2000*, (parent award) as varied from time to time.

3. APPLICATION AND PARTIES BOUND

This award shall apply to, and be binding upon:

- (a) the Australian Municipal, Administrative, Clerical and Services Union, its officers and members employed by the Victorian AIDS Council (the employer).
- (b) the Victorian AIDS Council in respect of their employees who are eligible to be members of the Australian Municipal, Administrative, Clerical and Services Union, whether members or not.

4. DATE OF OPERATION

This award shall come into force from the first pay period commencing on or after 14 July 2003 and

shall remain in force for a period of six months.

5. ACCRUED ENTITLEMENTS

Employees employed by the employer at the date of the coming into operation of this award shall retain all entitlements accrued under the provisions of the *Community Services (Vic AIDS) Interim Award 1994* [AW772750].

6. SICK LEAVE

In addition to the sick leave entitlements provided by the *Social and Community Services – Victoria – Award 2000*, an extra 10 days sick leave with pay per year (non cumulative) shall be available for employees with HIV related illness.

ROPING-IN AWARD NO. 4 OF 2003

[Roping-in Award No. 4 of 2003 inserted by [PR936520](#) ppc 15Aug03]

1. TITLE

This award shall be known as the Social and Community Services - Victoria - Roping-in No. 4 Award 2003.

2. OPERATION

The provisions of this award shall be those of the Social and Community Services - Victoria - Award 2000 (parent award) as varied from time to time.

3. APPLICATION AND PARTIES BOUND

This award shall apply to, and be binding upon:

- (a) the Australian Municipal, Administrative, Clerical and Services Union, its officers and members employed by the employers listed in Schedule 1.
- (b) the employers listed in Schedule 1 in respect of their employees who are eligible to be members of the Australian Municipal, Administrative, Clerical and Services Union, whether members or not.

4. DATE OF OPERATION

This award shall come into force from the first pay period commencing on or after 15 August 2003 and shall remain in force for a period of six months.

SCHEDULE 1

Organisation	Dispute finding
---------------------	------------------------

Jobco Employment Services Inc. 243 Sydney Road Brunswick Vic 3056	C No. 33719 of 1997
WIN Support Services 81 Cowper Street Footscray Vic 3011	C No. 36584 of 1998
Mission Australian 4-10 Campbell Street Sydney NSW 2000 in relation to their Victorian operations	C2003/1010

ROPING-IN AWARD NO. 5 OF 2003

[Roping-in Award No. 5 of 2003 inserted by [PR937624](#) ppc 09Sep03]

1. TITLE

This award shall be known as the Social and Community Services - Victoria - (Roping-in No. 5) Award 2003.

2. OPERATION

The provisions of this award shall be those of the Social and Community Services - Victoria -Award 2000 (parent award) as varied from time to time.

3. APPLICATION AND PARTIES BOUND

This award shall apply to, and be binding upon:

- Australian Municipal, Administrative, Clerical and Services Union (ASU), its officers and members employed by MetroWest Housing Services; and
- MetroWest Housing Services in respect of employment of persons, who are eligible to be members of the ASU, whether members or not.

3. DATE OF OPERATION

This award shall operate from the first pay period commencing on or after 9 September 2003 and shall remain in force for a period of six months.

ROPING-IN AWARD NO. 6 OF 2003

[Roping-in Award No. 6 of 2003 inserted by [PR939707](#) ppc 21Oct03]

1. TITLE

This award shall be known as the Social and Community Services - Victoria - (Roping-in No. 6) Award 2003.

2. OPERATION

The provisions of this award shall be those of the Social and Community Services - Victoria -Award 2000 (parent award) as varied from time to time.

3. APPLICATION AND PARTIES BOUND

This award shall apply to, and be binding upon:

- the Australian Municipal, Administrative, Clerical and Services Union (ASU), its officers and members employed by the employers listed in Schedule 1; and
- the employers listed in Schedule 1 in respect of employment of persons, who are eligible to be members of the ASU, whether members or not.

3. DATE OF OPERATION

This award shall operate from the first pay period commencing on or after 21 October 2003 and shall remain in force for a period of six months.

SCHEDULE 1

Iramoo Inc.
PO Box 21
Footscray Vic 3011

Job Watch
Level 10
21 Victoria Street
Melbourne Vic 3000

ROPING-IN AWARD NO. 7 OF 2003

[Roping-in Award No. 7 of 2003 inserted by [PR941480](#) ppc 01Dec03]

1. TITLE

This award shall be known as the *Social and Community Services - Victoria - (Roping-in No. 7) Award 2003*.

2. OPERATION

The provisions of this award shall be those of the *Social and Community Services - Victoria - Award 2000* as varied from time to time.

3. APPLICATION AND PARTIES BOUND

This award shall apply to, and be binding upon:

- the Australian Municipal, Administrative, Clerical and Services Union (ASU), its officers and members employed by the employers listed in Schedule 1; and
- the employers listed in Schedule 1 in respect of employment of persons, who are eligible to be members of the ASU, whether members or not.

3. DATE OF OPERATION

This award shall operate from the first pay period commencing on or after 1 December 2003 and shall remain in force for a period of six months.

SCHEDULE 1

Dispute Finding C2003/5160

Avenel Neighbourhood House PO Box 72 Avenel Vic 3664
CARE Connect Inc. PO Box 1388 Collingwood Vic 3066
Community Connections Victoria Ltd. 135 Kepler Street Warrnambool Vic 3280
Cultivating Community PO Box 8 Abbotsford Vic 3067
Eastern Region Mental Health Association 67 Robinson Street Dandenong Vic 3175
Home Ground Services 219 Napier Street Fitzroy Vic 3065
Keysborough Learning Centre 402 Corrigan Road Keysborough Vic 3173
Southern Mental Health Association Inc. 8B Park Road Cheltenham Vic 3192
Violet Town Community House Cowlip Street Violet Town Vic 3669
VIVAIDS – Vic. Drug User Organisation PO Box 2435 Fitzroy Vic 3065
Wanjana Lidj Family Preservation Program 158 Mary Street Morwell Vic 3840

ROPING-IN AWARD NO. 1 OF 2004

[Roping-in Award No. 1 of 2004 inserted by [PR950620](#) ppc 10Aug04]

1. TITLE

This award shall be known as the Social and Community Services - Victoria - Roping in No. 1 Award 2004.

2. OPERATION

The provisions of this award shall be those of the Social and Community Services - Victoria - Award 2000 (parent award) as varied from time to time.

3. APPLICATION AND PARTIES BOUND

This award shall apply to, and be binding upon:

- (a) the Australian Municipal, Administrative, Clerical and Services Union, its officers and members employed by Supported Housing Ltd., (previously known as Supported Housing Development Foundation);
- (b) Supported Housing Ltd. of 12 Park Hill Road, Kew VICTORIA 3101 (previously known as Supported Housing Development Foundation) in respect of their employees who are eligible to be members of the Australian Municipal, Administrative, Clerical and Services Union, whether members or not.

4. DATE OF OPERATION

This award shall come into force from the first pay period commencing on or after 10 August 2004 and shall remain in force for a period of six months.

ROPING-IN AWARD NO. 2 OF 2004

[Roping-in Award No. 2 of 2004 inserted by [PR951935](#) ppc 14Sep04]

1. TITLE

This award shall be known as the *Social and Community Services - Victoria - (Roping-in No. 2) Award 2004*.

2. PARTIES BOUND

This award shall apply to, and be binding upon:

- the Australian Municipal, Administrative, Clerical and Services Union (ASU), its officers and members employed by the employers listed in Schedule 1; and

- the employers listed in Schedule 1 in respect of employment of persons, who are eligible to be members of the ASU, whether members or not.

3. APPLICATION

The provisions of the *Social and Community Services - Victoria - Award 200*, as varied from time to time.

4. DATE OF OPERATION

This award shall operate from the first pay period commencing on or after 14 September 2004 and shall remain in force for a period of six months.

SCHEDULE 1

Cota National Seniors Partnership t/as Council on the Ageing (Australia)	Level 2/3 Bowen Crescent	MELBOURNE VIC 3004
Loddon Mallee Housing Services Ltd	PO Box 212	BENDIGO VIC 3552
Positive Women (Victoria) Inc.	PO Box 222	PRAHRAN VIC 3181
RecLink Victoria	PO Box 1085	ST KILDA SOUTH VIC 3182
Road trauma Support Team (Vic) Inc.	3C Hepburn Street	HAWTHORN VIC 3122
Rosanna Fire Station Community House	232 Lower Plenty Road	ROSANNA VIC 3084

ROPING-IN AWARD NO. 3 OF 2004

[Roping-in Award No. 3 of 2004 inserted by [PR954356](#) ppc 03Dec04]

1. TITLE

This award shall be known as the Social and Community Services - Victoria - (Roping-in No. 3) Award 2004.

2. OPERATION

The provisions of this award shall be those of the Social and Community Services - Victoria - Award 2000 as varied from time to time.

3. APPLICATION AND PARTIES BOUND

This award shall apply to, and be binding upon:

- the Australian Municipal, Administrative, Clerical and Services Union, its officers and members employed by the employers listed in Schedule 1.

- (b) the employers listed in Schedule 1 in respect of their employees who are eligible to be members of the Australian Municipal, Administrative, Clerical and Services Union, whether members or not.

4. DATE OF OPERATION

This award shall come into force from the first pay period commencing on or after 3 December 2004 and shall remain in force for a period of six months.

SCHEDULE 1

Yarrunga Community Centre
74-90 Croydon Hills Drive
CROYDON HILLS VIC 3136

ROPING-IN AWARD NO. 1 OF 2005

[Roping-in Award No. 1 of 2005 inserted by [PR958102](#) from 28Apr05]

1. TITLE

This award shall be known as the Social and Community Services - Victoria - Roping-in No.1 Award 2005.

2. APPLICATION

The terms and conditions of the award known as the Social and Community Services - Victoria - Award 2000 as varied and in force from time to time shall be binding according to its terms upon:

- (a) the Australian Municipal, Administrative, Clerical and Services Union and its members;
- (b) Gay Men's Health Centre Inc., 6 Claremont Street, South Yarra, VIC, 3141 in respect of all its employees whether members of the union or not.

3. DATE OF OPERATION

This award shall come into force from 28 April 2005 and remain in force for a period of six months.

DECLARATION - VICTORIA

[Common Rule declared by [PR953224](#) from 01Jan05]

Further to the Decision issued by the Commission on 18 November 2004 [[PR953309](#)] and pursuant to ss.141 and 493A of the *Workplace Relations Act 1996* (the Act), the Commission makes the following declaration for a common rule award:

1. In this Declaration:

1.1 the award means the Social and Community Services – Victoria – Award 2000, as varied from

time to time;

- 1.2 **employees** means employees in the industry who perform work of a kind that is covered by the award;
 - 1.3 **employers** means employers who employ employees;
 - 1.4 **the industry** means the social and community services industry including persons employed in the occupation of social worker, recreation worker, welfare worker, youth worker and/or community development worker.
2. That save for and subject to the matters referred to in clauses 4 to 7 below, the whole of the terms of the award, as varied from time to time, except those specified in clause 3 below, shall be:
 - 2.1 a common rule for the industry in Victoria and known as the Social and Community Services Victorian Common Rule Declaration 2005;
 - 2.2 binding on all employers in respect of the employment by them of employees;
 - 2.3 binding on all employees; and
 - 2.4 binding on the Australian Municipal, Administrative, Clerical and Services Union and the registered organisations respondent to the award.
 3. The following clauses of the award are not included in the Social and Community Services Victorian Common Rule Declaration 2005:
 - 3.1 Clause 4 - Date of operation; and
 - 3.2 Clause 3.1 - Parties bound.
 4. Subject to 4.1 to 4.5 below, all provisions in the Social and Community Services Victorian Common Rule Declaration 2005 are to operate from 1 January 2005.
 - 4.1 With respect to annual leave, only periods of annual leave commencing on or after 31 January 2005 attract leave loading.
 - 4.2 With respect to redundancy payments for employees of employers who have 15 employees or more, only service on or after 1 January 2004 is to be taken into account for the purpose of calculating **service**.
 - 4.3 Any accident make-up pay clause is to apply in relation to any injury on or after 3 August 2004.
 - 4.4 The wages clauses (including all allowances and penalty payments) are to commence operation from the first pay period on or after Monday, 3 January 2005 provided that in all cases the wages clauses commence operation no later than 5 January 2005.
 5. The Social and Community Services Victorian Common Rule Declaration 2005 shall not apply

to employers respondent by any means to any other award of the Commission in respect of the employment by them of employees covered by that award.

6. This declaration shall not apply to a person with a disability who is eligible for a Disability Support Pension and who is employed by a supported employment service that receives funding under the *Disability Services Act 1986* (Cth) to provide support for that person. [See Note 1 below.]
7. An employer who is making superannuation contributions into a complying superannuation fund, within the meaning of the *Superannuation Industry (Supervision) Act 1993* (Cth), on behalf of an employee covered by this declaration, prior to the date of effect of this declaration is exempt from any provision in the award which specifies the fund or funds into which superannuation contributions are to be paid. [See Note 2 below.]
8. In the event of a dispute about the entitlement of an employer to set-off entitlements and benefits provided under a contract of employment made prior to the date of this declaration against entitlements and benefits required to be provided under the Social and Community Services Victorian Common Rule Declaration 2005, the matter may be referred to a Board of Reference consisting of a Member of the Commission which shall determine whether or not such a set-off should be permitted having regard to what is fair and equitable in all the circumstances of the case, without regard to technicalities and legal forms.
 - 8.1 An appeal lies from a decision of a Board of Reference to a Full Bench of the Commission.
 - 8.2 This clause shall apply for a period of twelve months from the commencement date of the Social and Community Services Victorian Common Rule Declaration 2005.
 - 8.3 Any registered organisation bound by the terms of the Social and Community Services Victorian Common Rule Declaration 2005 shall be notified of the time and date of hearing in relation to any application made pursuant to this provision.
9. Nothing in this declaration reduces or in any way detracts from any accrued rights to any forms of leave including sick leave, annual leave, long service leave or parental leave to which employees or any of them have become entitled by accrual or otherwise prior to the commencement date in clause 10 below.
10. This declaration shall be an award of the Commission, shall come into force on 1 January 2005 and shall remain in force for a period of three months and thereafter in accordance with the Act. [See Note 3 below.]

Note 1

1. Disability Support Pension means the Commonwealth pension scheme to provide income security for persons with a disability as provided for under the *Social Security Act 1991* (Cth), as amended from time to time, or any successor to that scheme.
2. The intention of this provision is limited to preventing the award from applying to sheltered workshops (i.e. supported employment services) - it does not prevent the award from applying to employees with disabilities in open employment.

3. Leave is reserved for any party to have this issue reconsidered in the light of any developments in the national process which is currently considering workplace relations issues for sheltered workshops. This national process includes the Disability Sector National Industry Consultative Council and any related applications that seek award coverage for sheltered workshops.

Note 2

1. The purpose of the exception above is to maintain the status quo in respect of employers who, as at the date of effect of the common rule declaration, are making superannuation contributions into a complying superannuation fund. These employers will not be required to change their existing arrangements. Nor will there be any requirement for the existing arrangements to be the subject of an agreement between the employer and employees. For the avoidance of doubt, the exception continues to apply to employers who are making superannuation contributions to complying superannuation funds which are successor funds (as defined in Regulation 1.03 of the *Superannuation Industry (Supervision) Regulations 1994 (Cth)*, or as amended or replaced by other legislation) into which benefits are transferred, after the date of effect of the common rule declaration, in accordance with the *Superannuation Industry (Supervision) Act 1993 (Cth)* and the Regulations thereunder. Further, "existing arrangements" includes the making of contributions to such funds.
2. The exception is in respect of current and future employees of the employers who are entitled to the benefit of the exemption.
3. The exception does not apply to new businesses which are established after the date on which the award is declared to have effect as a common rule.
4. The exception only applies to employers who are required to apply the terms of the award by virtue of the Common Rule declaration. It does not apply to employers who are named respondents to the award or who are parties bound by virtue of their membership of an employer organisation.
5. The exception applies subject to any Commonwealth legislation to the contrary.

Note 3

1. Subject to s.113 of the *Workplace Relations Act 1996* and any order of the Commission, an award dealing with particular matters continues in force until a new award is made dealing with the same matters (see s.148 of the *Workplace Relations Act 1996*).

ALPHABETICAL INDEX

Accident make-up pay	18
Annual leave and leave loading	32
Anti-discrimination	9
Arrangement	2
Award title	1
Classifications, definitions, wage rates, training and professional development	13
Date of operation	4

Dispute avoidance and grievance procedure	8
Enterprise flexibility provisions	6
Facilitative provisions	7
Higher duties allowance	23
Hours of work	12
Jury service	36
Long service leave	35
Meal break and meal allowance	24
Notice of termination	11A
Occupational superannuation	17
On-call allowance	25
Overtime	19
Parental leave	34
Parties bound and relationship with other awards	3
Part-time employment rates	15
Payment of wages	14
Penalty rates for shift work	20
Personal leave	33
Posting of award	5
Public holidays	22
Re-call allowance	26
Rest periods	16
Redundancy	11B
Redundancy disputes	11C
Sleepover allowance	27
Special rates for Saturdays and Sundays	21
Telephone allowance	28
Termination of employment and redundancy	11
Travel allowance	29
Travelling expenses	30
Types of employment	10
Uniforms and protective clothing allowance	31

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