

## WHAT IS A LOG OF CLAIMS?

To kick off negotiation unions usually submit a Log of Claims, a list of items we want discussed or improved, to government.

It's the set of claims for improving pay or conditions lodged by a trade union on behalf of workers or one put forward by an employer.

Just because an item is in a Log of Claims doesn't mean it will be included in the final negotiated outcome because some items may be discussed where no agreement is reached.

## WHAT IS RELEVANT TO INCLUDE IN A LOG OF CLAIMS?

Anything that relates to your employment. Such as;

- Pay increases
- Novated lease arrangements
- Allowances
- Leave arrangements
- Processes for managing change
- Restriction on privatisation and use of casual work

To see what was in our last log of claims click [here](#)

## OTHER DEFINITIONS

### TASMANIAN INDUSTRIAL RELATIONS COMMISSION

The Tasmanian Industrial Commission is the industrial tribunal for Tasmania established under the Industrial Relations Act 1984 and its role is mainly related to the Tasmanian State Service and is to:

- Conciliate and arbitrate to resolve industrial disputes, including claims of unfair dismissal
- Fix wage rates
- Set terms and conditions of employment by making industrial awards and approving enterprise agreements and industrial agreements.
- Review an action in respect of which an application for review has been made under section 50(1) of the State Service Act 2000.

### EMPLOYMENT DIRECTIONS

Employment Directions are issued by the Minister administering the State Service Act 2000. EDs relate to the administration of the State Service and employment matters relevant to the State Service Act. They are the employers interpretation of processes contained within the Industrial Relations Act and detail on complying with the Act.

### STATE SERVICE MANAGEMENT OFFICE - SSMO

SSMO is effectively your employer and it represents the government at the bargaining table, develops employment policy and advises agencies on employment and industrial issues.

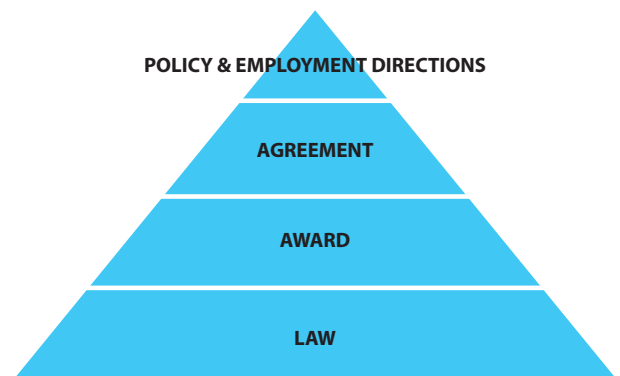
## WHAT IS THE NEGOTIATION PROCESS (PHASE OF BARGAINING)?

1. Canvas CPSU Members to establish areas of importance to them in regards to their employment wages and conditions
2. Develop a Log of Claims on behalf of Members using their input and data.
3. Seek Member endorsement of the Log of Claims.
4. Serve Log of Claims on the Government
5. Negotiate with representatives from the State Sector Management Office.
6. Finalise and register the new agreement (and award)
7. Implementation

Workplace Activity: Depending on how negotiations go it may be necessary for members to be involved in workplace activity to exert some influence on the government.

(See Phases of Bargaining infosheet)

## WHAT IS THE PYRAMID OF LAW?



**POLICY/EMPLOYMENT DIRECTIONS** – Documents developed by Agency/Government management to provide direction and process, sometimes in negotiation with unions. Can be changed by employer at any point without a requirement for agreement with unions. Can't be worse than the Award or Agreement and if so doesn't apply.

**AGREEMENT** – Covers specific groups and contains conditions and wages restricted to these groups. Traditionally limited to workplaces, certain occupations or professions. The Agreement that covers all state sector employees contains items such as annual wage increases, personal leave accumulation scheme and cashing out of recreation leave. The CPSU is also party to over 20 other agreements across the state sector and this year will be renegotiating the Parks & Wildlife and Allied Health Professionals agreements. \*

**AWARD** – Registered in the Tasmanian Industrial Commission. Hard to change. Covers all workers in a specific industry, eg retail. For state sector employees it's the Tasmanian State Service Award and the Health & Human Services Award, (except for specialist fields such as teachers, nurses, police and fire). \*

\*Agreements and Awards require consultation and agreement with the union unless changed by the Tasmanian Industrial Commission.

*Tasmanian State Service Award*

**LAW** – This is the bottom line. Can't go below this. Made by Parliament. Minimum standards for all Australians regardless of workplace. *State Service Act*