Special Leave without Salary to Undertake Work with Relevant Union

Human Resources Policy

Effective Date: October 2009

1 PURPOSE

To outline prescribed entitlements for special leave to undertake work with a relevant union.

2 APPLICATION

This policy applies to all employees of Queensland Health.

3 GUIDELINES

Guidelines may be developed to facilitate implementation of this policy. The guidelines must be consistent with this policy.

4 DELEGATION

The ‘delegate’ is as listed in the Queensland Health Human Resource Delegations Manual as amended from time to time.

5 REFERENCES

- Nurses and Midwives (Queensland Health) Certified Agreement (EB7) 2009
- Queensland Public Health Sector Certified Agreement (No. 7) 2008 (EB7)
- Health Practitioners (Queensland Health) Certified Agreement (No. 1) 2007
- Relinquishment of Role HR Policy B43

6 SUPERSEDES

- IRM 11.5-17 Special Leave Without Salary to Undertake Work with Relevant Union

7 POLICY

Employees of Queensland Health may take special leave without salary to undertake work with a relevant union in accordance with attachment one.

When special leave without salary granted under this policy goes beyond 12 months, the Relinquishment of Role HR Policy B43 is to apply.
### HISTORY

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
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<tbody>
<tr>
<td>October 2009</td>
<td>Protected IRM 11.5-17 reformatted as part of the HR policy consolidation project in accordance with EB7.</td>
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<tr>
<td>September 2002</td>
<td>IRM 11.5-17 Special Leave Without Salary to Undertake Work with Relevant Union amended.</td>
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<tr>
<td>April 2001</td>
<td>IRM 11.5-17 Special Leave Without Salary to Undertake Work with Relevant Union (clause 3.3 of the Queensland Public Health Sector Certified Agreement (No. 4) 2000).</td>
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</table>
## Special leave without salary to undertake work with relevant union

<table>
<thead>
<tr>
<th>Category</th>
<th>Conditions of approval</th>
<th>Entitlement</th>
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| The chief executive may grant special leave without salary to an employee to undertake work with relevant union. | Subject to departmental convenience. When the special leave without salary approved exceeds 12 months the officer may be deployed:  
- in the same manner as the officer was employed prior to the commencement of the leave or  
- when departmental convenience requires, in a different job role or different location provided that the placement is at the same classification and within the same department or sub-department as applied before the officer took leave. | For any minimum or maximum period determined by the chief executive. |