1 PURPOSE

To outline leave granted to staff who attend industrial relations education.

2 APPLICATION

This policy applies to all Queensland Health employees.

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

6 SUPERSEDES

- IRM 11.5-4 Industrial Relations Education Leave

7 POLICY

Industrial relations education leave is paid time off to acquire knowledge and competencies in industrial relations. Such knowledge and competencies can allow employees to effectively participate in consultative structures, perform a representative role and further the effective operation of grievance and dispute settlement procedures.

The following arrangements continue to apply:

- An employee may be granted five working days leave on ordinary pay (or equivalent hours), each calendar year, non-cumulative, to attend industrial relations education sessions.
- Additional leave over and above five working days (or equivalent hours) in any one calendar year may be granted when approved structured employees’ training courses involve more than five working days (or the equivalent hours).
Such additional leave will be subject to consultation between the district CEO (or delegate), the relevant union and the employee.

- Subject to the approval of the district CEO (or delegate), on evidence of appropriate union authorisation employees may be granted up to three days paid leave to attend union annual conferences. In addition, subject to the approval of the district CEO (or delegate), employees may be granted additional paid time off in special circumstances to attend management committee meetings, union conferences and Australian Council of Trade Unions (ACTU) congress.

- The granting of industrial relations education leave or any additional leave mentioned above, is subject to the approval of the district CEO (or delegate) and is to not impact adversely on service delivery, work requirements or the effectiveness and efficiency of the relevant work unit. Such leave is not to be unreasonably refused.

- All expenses such as fares, accommodation, meals, registration fees, etc. are not to be met by Queensland Health.

8 HISTORY

<table>
<thead>
<tr>
<th>Date</th>
<th>Action/Comment</th>
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<tbody>
<tr>
<td>October 2009</td>
<td>Protected IRM 11.5-4 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 11.5-4 Industrial Relations Education Leave amended.</td>
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<tr>
<td>October 2000</td>
<td>IRM 11.5-4 Industrial Relations Education Leave (clause 3.3 Queensland Public Health Sector Certified Agreement (No.4) 2000).</td>
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