



1. Work

- Employees are employed when work is available, every opportunity is taken to provide regular work for local employees.

2. Employees pay

- Employees need to complete all employment and taxation documents, both accurately & fully, before the first pay will be processed.
- Employees are paid according to the annual updates of the NSW Pastoral Award 2010
- Employees are paid by way of electronic funds transfer each Monday after the shed is completed; payslips are emailed each pay day
- A wages advance (draw) against completed work is available for sheds that are not completed within the pay week
- Any draws or expenses incurred in relation to mess, accommodation, equipment purchases will be deducted from the employee's wages prior to them being deposited into the nominated bank accounts

3. Appropriate clothing

- Employees are required to wear suitable protective clothing & enclosed footwear

4. Code of conduct

- Employees must treat everyone at the worksite with courtesy and respect at all times
- Animals, including sheep & working dogs, are to be treated humanely, any abuse, rough handling, or incidents of animal cruelty by an employee will result in instant dismissal
- Employees must not consume or be under the influence of alcohol or non-prescription drugs whilst on the job or when traveling to or from the work site.
- Non-prescription drugs must not be bought on to the work site.
- Smoking is not permitted in the shearing shed or at the accommodation provided. Smoking is only permitted outside of 'run times' in designated outside areas
- Employees are expected to participate in random drug & alcohol testing.

5. Worksite safety

- A safe working environment is everyone's responsibility, employees are required to take reasonable care for their own health and safety and the health and safety of others at the worksite and must comply with any reasonable instructions given by the shed manager (wool classer). Any safety concerns are to be reported immediately to Andy Duggan or Fran Duggan
- Employees must report any work-related accident or injury within 4-hours to Andy Duggan or Fran Duggan. Injuries are managed according to I-Care guidelines
- Employees must not bring their own dogs to a worksite unless discussed and agreed with Andy Duggan
- Shearing equipment must be in good working order. Safety clutches must be maintained and checked on a regular basis where 'anti-lock' shearing gear is not provided
- All shed staff are expected to assist the presser at the end of the day, if needed

6. Travel

- Travel to a worksite must be agreed with Andy Duggan, car-pooling' is expected, travel is measured from 3-pick up points - Shearers Quarters, Tim Johnson and Dan Taylor's houses.

I understand & agree with the conditions of employment detailed above.

Name: _____

Signed: _____

Date: _____