INDUSTRIAL ACTION REPORT

1. Agency/Administrative Unit:

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1. Provide details of the location, address and main activity undertaken at the location by employees taking industrial action:

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| --- | --- | --- |
| Location/site | Address | Main Activity Undertaken |
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1. Please complete the following details for each day/period of industrial action:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Date | Time Commenced | Duration | Place | No. of Employees Directly Involved | No. of Employees Indirectly Involved |
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1. Nature of the industrial action (e.g. unauthorised stopwork meetings, strikes, rolling stoppages):

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1. Reason for the industrial action (explanation of issues involved and demands being made):

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1. Is the industrial action related to the creation or amendment of an Enterprise Agreement Y / N
2. Detail the Award and Enterprise Agreement coverage:

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1. Name(s) of the Employee Association(s) involved:

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1. Effect of the industrial action (particularly on health, welfare and security):

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1. Any repercussive action that the industrial action may cause and how the agency/administrative unit propose to maintain workflow and minimise inconvenience to the public:

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1. Process responsible for employees resuming work. This refers to the process directly responsible for ending the industrial action and not necessarily the process (or processes) responsible for settling all matters in dispute):

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1. Provide details of employees directly involved for each date of the industrial action: *(See Instructions below*):

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| --- | --- | --- | --- |
| Date | Duration of Industrial Action per employee: full day or no. of hours | Number of Employees | Usual Hours Worked per Day |
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*Instructions*: Use a separate line for each day and for different hours or work. If it is easier a separate line may be used for each location/site. Count each employee involved once only (e.g. if 10 employees stopped worked for 2 days, then 8 of these stopped work for a further day, the total number of employees is 10) Employees involved in the dispute directly (e.g. physical presence at stop-work meeting). If insufficient space, please provide information on a separate sheet.

1. Where deductions have been made to employees remuneration for refusing or failing to carry out their duties complete the following table:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Date of Payroll Deduction | Employee | Classification | Date/s Absent | Time Absent (in hours) | Total Monetary Deducted |
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| Total: Employees, Time & Deduction |  |  |  |  |  |