



# e-bulletin

The Australian Education Union • [www.aeuact.asn.au](http://www.aeuact.asn.au)

No 6 – 23 June 2010

## STAFFING FREEZE AND WORKLOAD MANAGEMENT

Members will be aware that the staffing freeze has been in place since March 2010. While schools have been quarantined from the staffing freeze at this stage, the AEU believes that the effects of unfilled positions in the Central Office are having an impact on staff in the Central Office and implementation of some programs in schools.

The AEU and CPSU provided joint advice to members in Central Office in early April; this advice applies equally to members in schools – both teaching and non teaching classifications.

AEU advice to members:

- The imposition of additional work on remaining employees is unacceptable;
- The substitution of work for which an employee is appropriately-qualified is acceptable provided that the employee is specifically advised what task/s they are not expected to perform in order that the substitute work be undertaken. This means tasks not to be undertaken by the employee at all, not just deferred until a later time;
- AEU and CPSU members are requested NOT to undertake any tasks/work that are usually performed by employees in different classifications (eg teaching classification employees not to undertake work usually done by APS staff, and vice versa) without consulting their union first;
- AEU and CPSU members are advised to contact their union if there are any workload management or other concerns that arise because of the staffing freeze.
- AEU and CPSU members are advised that, if they are asked to undertake tasks or perform duties about which they are unsure, they should respond to any request with the statement “I will consult my union for advice on this matter before I respond to your request” and then contact the appropriate union to discuss what has been requested.

In addition, members in schools are asked to be vigilant in regard to tasks that may flow into schools which were previously undertaken at Central Office. If this is a concern in your workplace, please contact the AEU office to advise details.



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The AEU has written to DET seeking a monthly update on:

- what workplaces/tasks have been shed from which sections in Central Office; and
- where the tasks have gone [ie no longer to be done at all, substituted for other work or allocated differently within Central Office, including advice as to how and where] or allocated outside Central Office, including advice as to how and where.

We are awaiting this information from DET, and will keep all members advised of the situation as information becomes available.

In the meantime, the AEU understands that this is a difficult time for all members in schools and Central Office, particularly in light of the range of new programs and initiatives currently underway or about to be introduced into the system. The Enterprise Agreement provides requirements for consultation and negotiation around changed work practices, and capacity for members to negotiate their workload with their manager/supervisor.

Should you need assistance with any of these matters please contact the AEU office.

**PENNY GILMOUR**  
Branch Secretary

23 June 2010