Home > Workforce management > Recruitment > Employment procedures > Awards and conditions of employment

Awards and conditions of employment

Information on conditions of employment including recognising prior service, leave and attendance.

On this page

Agencies recognised for prior service for extended leave

Information on leave and attendance

More information

Employees in the NSW public sector have employment conditions, which vary according to the legislation and industrial instrument that apply to their job type and employing agency. A list of the <u>legislation</u>, <u>awards</u> and <u>determinations covering the major groups of Public Service employees</u> is published by Public Sector Industrial Relations.

In the public sector, pay (also referred to as 'remuneration') and benefits are determined by a number of Acts, regulations and rules. These are managed by a number of agencies with the NSW Government. You will find most of the information relating to the pay and benefits for public sector employees on the NSWIndustrial Relations website. They are responsible for administering the industrial awards which set wages and employment conditions for public sector employees.

For information on employment conditions applying to NSW Public Service employees please visit the **Public Service Industrial Relations Guide**.

Agencies recognised for prior service for extended leave

Prior service may be recognised for the purpose of extended leave between certain government agencies. Commonwealth or interstate agencies may be recognised for prior service where they meet:

- the meaning of 'continuous' and immediately 'follows' (see Schedule 2, clauses 3 and 4 of the <u>Government Sector Employment Regulation 2014</u>) and;
- all 4 criteria in the meaning of 'Commonwealth or interstate agency' (see schedule 2, clause 1(a)(i)-(iv) of the *Government Sector Employment Regulation 2014*).

A flowchart to assist agencies to assess if a Commonwealth or interstate agency may be recognised for prior service is available here: Recognition of prior service for the purpose of extended leave - Commonwealth or interstate agency.

A list of agencies recognised for prior service was published within HR Expert until 2011. (See: <u>List of interjurisdictional agencies approved for the purpose of recognition of service</u>).

If an agency considers a Commonwealth or interstate agency should be recognised but it does not meet the GSE Regulation definition or has not previously been listed as recognised, it may be referred to the Public Service Commission. Since 2011 the following agencies have been declared as recognised for prior service by the NSW Public Service Commissioner:

Name of agency	Commonwealth or interstate agency	Date recognised by Commissioner declaration
Airservices Australia	Commonwealth	9 September 2015
Office of the National Rail Safety Regulator	Interstate agency interjurisdictional agency Host State: South Australia	13 December 2016
Australian Nuclear Science and Technology Organisation	Commonwealth	16 January 2019
Australian Curriculum, Assessment and Reporting Authority	Commonwealth	5 September 2019
Office of the Director of Public Prosecutions of the Commonwealth	Commonwealth	5 September 2019
Reserve Bank of Australia	Commonwealth	5 September 2019
National Heavy Vehicle Regulator	Interstate agency interjurisdictional agency Host State: Queensland	17 March 2021
Australian Children's Education & Care Quality Authority	Commonwealth	12 December 2023
Australian Maritime Safety Authority	Commonwealth interjurisdictional agency	12 December 2023

Office of the Ombudsman (Queensland)

Interstate agency (Queensland)

12 December 2023

While the Public Service Commission considers requests for recognition of Commonwealth or interstate agencies for the purposes of extended leave, general enquiries regarding extended leave should be directed to NSW Public Sector Industrial Relations at psir@industrialrelations.nsw.gov.au.

Information on leave and attendance

Public Sector Industrial Relations advises government on industrial relations in the NSW public sector. It supports NSW public sector agencies on industrial relations matters including the wages policy.

The Premier's Department and NSW Treasury have published circulars and policies on leave and attendance including the following:

<u>Support for Employees Experiencing Domestic and Family Violence (Premier's Memorandum M2018-03)</u>	
Support for employees engaged in altruistic surrogacy and permanent out of home care parenting arrangements (Premier's Memorandum M2018-02)	\rightarrow
Managing Accrued Recreation Leave Balances (Treasury Circular 16/03)	\rightarrow
Military Leave (Treasury Circular 14/10)	\rightarrow
Purchased Leave Policy (Treasury Circular 14/12)	\rightarrow
Managing Sick Leave (Treasury Circular 14/13)	\rightarrow
Accessing Leave Entitlements and Flexible Work Hours Arrangements to Observe Days of Religious Significance (Treasury Circular 14/14)	\rightarrow
Breastfeeding Policy (Treasury Circular 14/15)	\rightarrow
Support for Employees Experiencing Domestic Violence (Treasury Circular 14/16)	\rightarrow

More information

Additional information can be found in the industrial relations information for Agencies published by <u>Public</u> <u>Sector Industrial Relations</u>.