

CORONAVIRUS COVID-19

HOSPITALITY INDUSTRY (GENERAL) AWARD 2010

AMENDMENTS

24 MARCH 2020



The Fair Work Commission has varied the *Hospitality Industry (General) Award 2010 (HIGA)* to provide further flexibility as a result of the COVID-19 Pandemic ([Link to Determination](#)).

The variation takes effect from the ***first pay period commencing on or after 24 March 2020***.

CLASSIFICATIONS AND DUTIES

1. As directed by their employer, where necessary employees will perform any duties that are within their skill and competency regardless of their classification, provided that the duties are safe and the employee is licensed and qualified to perform them.
2. The higher duties clause will continue to apply if a lower grade employee performs higher duties.

DIRECTIONS TO WORK REDUCED HOURS: FULL-TIME AND PART-TIME EMPLOYEES

3. An employer can *direct* a full-time or part-time employee to work reduced hours of between 60% and 100% of their ordinary/guaranteed hours subject to:
 - Consulting with the affected employee/s (see clause 8A);
 - ***If the affected employee/s is a member of the United Workers Union*** – notifying the UWU of your intention to do so (a **template notification is attached**).
4. Annual leave, personal leave and other applicable accruals under the HIGA will continue to accrue at 100% of the employee's ordinary hours.
5. Further, any approved annual leave or personal leave taken during a reduced hours period is to be paid at 100% of ordinary/guaranteed hours.

ANNUAL LEAVE

6. There are two key changes to annual leave:
 - (i) The notice periods relevant to directions to take annual leave under the HIGA have been reduced to 24 hours, subject to the employer taking into account the employee's personal circumstances;
 - (ii) By agreement, an employee can take twice as much annual leave at half the rate of pay for all or part of any period of annual leave.

[LINK TO UPDATED HOSPITALITY INDUSTRY \(GENERAL\) AWARD 2010](#)

**UNITED WORKERS UNION
TEMPLATE NOTIFICATION DOCUMENT**

By email: Rosa.Fernandes@unitedworkers.org.au

Attn: United Workers Union

Notification to implement temporary changes under Schedule L of the Hospitality Award

The [NAME OF EMPLOYER] intends implement changes under Schedule L of the Hospitality Award.

Consultation with employees

We are in the process of consulting with our employees in relation to these changes, in accordance with the Award, including
by:

- Providing to employees information about the proposed change (including the nature of the change and when it is to begin);
- Inviting employees to give their views about the impact of the proposed change on them (including any impact on their family or caring responsibilities).

Establishments / sites affected

These changes will be implemented at the following work locations:

- [List relevant work locations]

Employees affected

There are full time employees who will receive a reduction of up to 15.2 hours.

There are part time employees who will receive a reduction of up to 40% of their guaranteed hours.

Contact details

If you have any views about these changes, please contact [XX].