

As we approach the end of what has been an uneasy and unsettling year for many, we'd like to take the opportunity to thank all delegates and members. Without your contribution the CPSU NSW (PSA) would not be the strong, united, and respected union we are.

As in other years, the Government has announced a closedown for the 2020-21 Christmas and New Year period.

The closedown for this year runs from Friday, 25 December 2020-Friday, 8 January 2021.

You can read the Premier's memorandum **HERE**.

Can I work during the closedown period?

Yes. While the NSW Government encourages all non-frontline areas to shut down over the Christmas and New Year period, you are not required to put up a justification or a 'business case' to explain why you do not want to take leave.

Staff who intend to work should contact their relevant manager with their proposed dates.

Some agencies will be required to maintain full or reduced services. This means at least some staff may have to work through this period.

Unless you can be directed to take leave (see below), it is your choice as to whether you work or not. If your office is going to be closed, a reasonable alternative work arrangement must be made available for you.

This would mean meaningful work in a reasonable location.

If you choose to work and you feel that the only location offered is not reasonable, please contact the CPSU NSW/PSA Member Support Centre on 1300 772 679.

Can I be directed to take recreation leave due to the closedown?

You can be asked to take recreation leave if you have an 'excess' balance of 40 days or more as defined by clause 90.2.3 of the *TAFE Commission of NSW Administrative*, *Support and Related Employees Enterprise Agreement 2016*. For shift workers, an 'excess' balance is 50 days or more.

Under Clause 90.2.5, TAFE NSW may direct an employee to take their annual leave to reduce leave balances to below eight weeks or its hourly equivalent "within a reasonable time period and at a time convenient to TAFE NSW".









The CPSU NSW encourages members to regularly take recreation leave for their own health and welfare. Christmas and the New Year are a great time to do so.

Can I be directed to take extended (long service) leave or leave without pay?

No. You cannot be directed to take extended leave, or leave without pay. However, if you have no recreation leave or not enough recreation leave available, and you <u>want</u> to take the time off, you can request to take leave without pay.

Be Union! Be Proud! Share why you're a member and ask your colleagues to contribute like you do by becoming a member today!

Not a member of the CPSU NSW?

Join the union **HERE**.

Join the Rebuild Our TAFE campaign **HERE**.

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Be strong, be union





