

Reading your payslip!

PWUA union organisers get regular requests for help from union members in reading and interpreting the information on their payslips.

For example some Post employees have lost their service leave entitlement because they did not see their entitlement become due in the "Service Leave" section of their payslip.

Service leave is lost if not taken within the following five years after it has become

an entitlement.

For many others it is not easy to follow the Annual Leave section - Entitlement, YTD Accrual and Total Balance.

This issue of Redback aims to help members in having a better understanding of their pay slips.

- The information below will be easier to understand if you have your own payslip alongside.
- The clause and page numbers below

refer to the Collective Employment Agreement (CEA) 2008 - 2011 Postal Workers Union of Aotearoa and New Zealand Post.

- For space reasons there may be some information not included in this newsletter.
- If you need further explanation, and/or you do not have your own personal copy of the CEA, please contact your local union office.

Taxable payments:

A list of the income items for which tax must be deducted by the company and paid to the Inland Revenue Department.

Standard hours: This shows the total number of standard hours you worked in the previous pay week, your hourly rate for those hours (clause L1), and the total amount before tax is deducted.

Annual Leave (clause D22): Payment for your standard hours on leave at the "average rate" or what you would have been paid if you had worked - whichever is the higher. Your "average rate" is calculated from your average total taxable earnings over the past 12 months, and includes overtime as well as all the allowances included in the "ordinary rate".

Public Holidays (clauses D1 to D12): Payment for your standard hours on the public holiday. Post currently pays this at your "ordinary rate" which does not include any provision for overtime.

Sick, Domestic and Bereavement Leave (Clauses E1 to E15): Payment calculation the same as for public holidays.

Sixth shift per week @11% (or 13%) (Clauses L23 to L25): Those permanent and temporary employees who work their standard hours over a six day working week are paid an additional payment of 13% as a "sixth shift allowance". The additional 13% is paid on all the standard hours for the week (not just the hours worked on the sixth day). These employees can take an 11% allowance in exchange for an extra week's leave.

On-calls receive 11%.

Roster Make-up Hours: Those fulltime employees as at 5 July 2000 have their pay made up to the full 40 hours. Against the wishes of the PWUA this provision was lost for all subsequent employees in the CEA negotiations for the 2000 - 2002 CEA.

Night duty: For each hour worked between 8pm and 6am, employees must be paid an allowance of 37% on top of your hourly rate.

Cut-up allowance (page 92, clause 5): A postie who performs a cut-up when the amount of work on their own round exceeds rostered hours (calculated at BS 82) is guaranteed a meal allowance (paid three monthly in arrears).

Standard Hours (CEA clause C2):

These are your guaranteed weekly hours of work. They cannot exceed the maximum number of hours provided for in Section N (administration, delivery, operations or retail) of the CEA.

Any overtime hours worked are shown in the Taxable Payments section.

Part-time workers will have fewer standard hours.

On-calls have zero standard hours on their payslips but they must have their hours of work specified to them prior to beginning any particular engagement (Clause M8).

Ordinary rate: This is your basic hourly rate inclusive of most taxable allowances (those listed in clause L19). It does not include any provision for overtime.

Tax code: This is the tax code you have given to Post on form IR330. Usually M if you have a dependent child, otherwise ME. If your circumstances change, you can also change your tax code on form IR330.

NonTaxable Payments:

Non taxable payments reimburse employees' personal business related expenditure (clauses L 39 to 64). For example meal allowances, use of private vehicle ("C motor"), sunblock, etc.

KiwiSaver Subsidy: The amount of Post's subsidy if you are a member of any of the KiwiSaver schemes which qualify for an employer subsidy.

Payments This Period: All your payments (total gross) and all your deductions. The result is your net pay - what you get in your bank account.

Leave:

Entitlement Balance: This tells you how much leave you became entitled to take at your last leave anniversary date. It is made up of your annual leave entitlement, plus any unused entitlement from the previous year, less any anticipated leave taken before your last anniversary date.

'Year To Date' Accrual Balance: This is how much leave you have accrued towards your *next* leave anniversary date entitlement. You may "anticipate" up to one week of this accruing leave.

Taken: The number of days leave you have taken from your current entitlement plus any anticipated leave from your accrual balance.

Total Balance: This figure is confusing - it is not your entitlement balance. However it does tell you how much leave the company owes you should you wish to terminate your employment - the total of your *unused* entitlement leave and accruing leave. To calculate how many days leave you are entitled to take before your next anniversary date, take the "leave taken" number away from the "entitlement Balance" number.

Service Leave (Weeks):

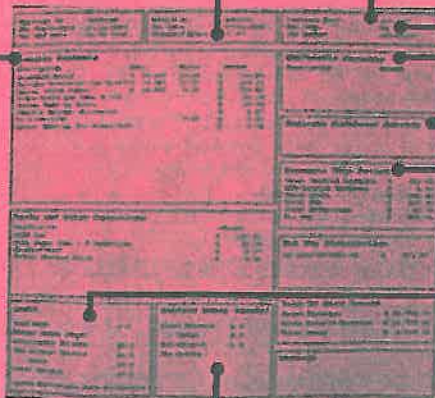
Start balance (clause E36): This tells you how many weeks of "one-off" leave that you are entitled to at 10, 15, 20, 25 etc years of service as a permanent employee. You must take this leave before your next five yearly entitlement is due. You can take some of these weeks in cash.

This leave must be taken in whole week blocks (not individual days). In most cases, you must also take them (or have cashed them up) *before* you terminate your employment.

Taken: The number of weeks you have taken or cashed in since they became due.

End Balance: The number of weeks you have left to take (or to cash in, subject to clause E36).

Use before: If not taken by this date you will lose any remaining entitlement.



Post's subsidiary Converga offers 0% in wage negotiations

Post subsidiary Converga has offered what is effectively a 0% pay increase to its low paid employees in private mail rooms.

Mail room services provider Converga has contracts to run mail rooms in banks and other large corporate business operations.

Converga was previously Outsource Solutions Ltd (OSL). OSL had earlier brought Kiwi Mail.

Kiwi Mail had been sold by Post to the private company OSL. When OSL hired ex-Kiwi Mail workers, OSL cut the wages and working conditions previously paid by Post at Kiwi Mail.

After this wage cut Post bought OSL through Post subsidiary company Datamail.

Not only is wholly-owned Post subsidiary Converga not prepared to offer a wage increase, but Converga wants to remove the existing 50 cents an hour night rate. Post employees covered by the PWUA Collective Employment Agreement get paid 37% (around \$6 an hour) on top of their hourly rate for night work.

Converga says their 0% pay offer is because the company spent its wage increase budget on other employees at Datamail.

During the PWUA negotiations for the Datamail CEA, the company did not reveal to the union that there would be no money left over for any wage increase for Converga employees.

Meetings of PWUA members at Converga have shown a determination among Converga employees to get an improved wage offer.

PWUA supports public ownership of Post

Last December the National Government's "Capital Markets Task Force" recommended the "partial stock exchange listing" of more State Owned Enterprises.

The PWUA's letter (below) in response to the Task Force's report was printed in Wellington's Dominion Post letters column on 23 December.

The Editor

Are warm fuzzy mum and dad investors really to be the beneficiaries of any partial stock exchange listing of State Owned Enterprises? (Dompost 17 December). Or will the main beneficiaries be the sharebrokers who clip the ticket at every share trade.

Mum and dad already own SOEs like NZPost through its two shareholding ministers - the Ministers of Finance and of SOEs. NZPost pays its dividends directly to mum and dad's Government every year.

The volume of shares traded on the share market has halved over recent years so sharebrokers have a vested interest in increasing the volume of share trades by getting their hands on SOEs.

Our union also has a vested interest - in protecting the job security, income, and health and safety of its members at NZPost.

But we have also advocated strongly in support of NZPost maintaining its standards of service to the community against purely revenue driven considerations.

The PWUA believes these objectives are best met by being a wholly Government owned SOE paying all its dividends to the Government. Then every mum and dad benefits, not just sharebrokers and those with enough spare cash to dabble in the share market.

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Post and PWUA national meeting

The next national meeting between Post and ten PWUA delegates will be in Wellington on Tuesday 9 March.

A final agenda has yet to be drawn up but items to be forwarded include:

- Business update from the company.
- "Work load rebalancing" in the delivery branches.
- "Participative teams" in the mail centres.
- The effects of the last round of redundancies in the mail centres.
- Three point turns on Motorbikes at delivery points.
- Posties facing disciplinary action for wearing T-shirts under uniforms.
- Delivery Working Group's trials at Rosedale and Hunters Corner delivery branches in Auckland.
- BUIP 2009/2010 and 2010/2011.
- Progress on application to move posties up to Grade 3.

The meeting also follows up on any action points outstanding from the last meeting in August 2009.

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POSTAL WORKERS UNION OF AOTEAROA (NORTHERN)

14 Ahiriri Ave, Avondale, Auckland 0600

I hereby appoint the Postal Workers Union of Aotearoa incorporated to be my authorised representative under Sections 18 and 236 of the Employment Relations Act 2000. For the purpose of this authority any duly appointed representative of the PWUA is empowered to act on my behalf in any matters related to or arising out of the negotiation and application of any Employment Agreement or any other matter relating to my employment at my request. This authority shall continue in force until revoked by myself, giving two weeks notice.

Name (PLEASE PRINT)

Signed

Date Appointment No.

Employer

Branch

Home Address

Home Phone

Deduction Authority for Postal Workers Union of Aotearoa (Northern)

I authorise my employer to deduct:

\$4.39 per week when I am employed for 30 or more hours per week, or

\$2.20 per week when I am on-call, or employed for less than 30 hours per week

from my pay and credit the Postal Workers Union of Aotearoa Northern District.

Please stop any other deductions from my pay to any other union.