

## **CHRISTMAS AND NEW YEAR FACT SHEET 13 DECEMBER 2021**



### *Background:*

Please note that during the Christmas and New Year Period, the R&CA IR Hotline on 1300 722 878 will be operating. Please note that there may be disruptions and changes in the way this service is delivered during this time. The usual servicing will continue 10 January 2022.

For all other enquiries, the R&CA Office will be closed from 24 December 2021 – 9 January 2022, and the re-opening will be 10 January 2022.

This Fact Sheet is your quick access guide that you can access during this period.

### **Public Holidays**

- Every State and Territory has a different approach to public holidays.
- Our explainer video assists you in interpreting which days are considered public holidays for this coming season and the accompanying Fair Work information.
- If you would like to better understand how to interpret this information for future reference, please watch the video.

Explainer Video: <https://www.youtube.com/watch?v=wbBXc4sgzbg>

Fair Work 2021 Public Holidays: <https://www.fairwork.gov.au/employment-conditions/public-holidays/2021-public-holidays>

Fair Work 2022 Public Holidays: <https://www.fairwork.gov.au/employment-conditions/public-holidays/2022-public-holidays>

### **Mandatory COVID-19 Vaccinations**

Question: Can I mandate my staff to be vaccinated for COVID-19?

Answer: Different States and Territories have a different approach to whether hospitality staff can be mandated to have the COVID-19 vaccine. Where there is a public health order requiring staff to be vaccinated, Members are advised to follow and abide by their government's public health order.

Where there are no public health orders, for existing staff, it depends. There are numerous factors on whether you would be protected from an unfair dismissal claim if you terminate the employment of an employee because they are not vaccinated. There are consultation requirements with staff that you will also need to consider. Call the IR Hotline on 1300 722 878 if you have any questions.

For new staff and prospective employees, you can include it in your contract of employment as an enforceable term. For R&CA members, visit the COVID-19 Resources to use our COVID-19 Vaccine clause template.

### **COVID-19 Vaccine Member Resources**

We have developed a variety of COVID-19 Vaccine Member resources which include a contract clause template you can use, staff consultation survey to ensure you meet your consultation obligations and posters. These Members only resources can be found here: <https://www.rca.asn.au/resources/covid19-member-resources>

### **Annualised Salary**

R&CA recently hosted a webinar on the Annualised Salary arrangements with FoundU. Members are encouraged to understand the annualised salary arrangement and whether it is appropriate for their business. Members are also reminded of their annual reconciliation obligations after 12 months, more information can be found here:

<https://www.youtube.com/watch?v=HU6prBGhgPg&t=6s>

### **Wages Table**

The minimum wage for the Restaurant Industry Award and the Hospitality Industry General Award increased on 1 November 2021. Members can access the Wages Table here: <https://www.rca.asn.au/resources/wage-tables-2021>

### **Templates and Member Resources**

For a variety of other employment templates and resources that you can use in your business, visit our Members-only section of our website. You will find templates for contracts, staff policies stand down, warning and termination letters which can be found here: <https://www.rca.asn.au/resources/employment>

### **IR Hotline**

The IR Hotline will continue over the Christmas and New Year break on 1300 722 878. Please note that there may be disruptions and changes in the way this service is delivered during this time. The usual servicing will continue 10 January 2022.