

**Conditions in Crown Employees (Public Service Conditions of Employment) Reviewed Award 2009 not reflected in Crown Employees (Home Care Service of New South Wales – Administrative Staff) Award 2012**

<b>Clause</b>	<b>Title</b>	<b>Further explanation</b>
8	<b>Work Environment</b>	
16	<b>Variation of Hours</b>	
17	<b>Natural Emergencies and Major Transport Disruptions</b>	
31	<b>Increase or Reduction in Payment of Travelling Allowances</b>	
32	<b>Production of Receipts</b>	
34	<b>Camping Allowance</b>	
35	<b>Composite Allowance</b>	
36	<b>Allowance Payable for Use of Private Motor Vehicle</b>	
37	<b>Damage to Private Motor Vehicle Used for Work</b>	
38	<b>Camping Equipment Allowance</b>	
39	<b>Allowance for Living in a Remote Area</b>	
40	<b>Assistance to Staff Members Stationed in a Remote Area When travelling on Recreation Leave</b>	
41	<b>Overseas Travel</b>	
42	<b>Exchanges</b>	
43	<b>Room at Home Used as Office</b>	
44	<b>Semi-Official Telephones</b>	
45	<b>Flying Allowance</b>	
46	<b>Uniforms, Protective Clothing and Laundry Allowance</b>	
47	<b>Compensation for Damage to or Loss of Staff Member's Personal Property</b>	
48	<b>Garage and Carport Allowance</b>	
49	<b>Forage for Horses</b>	
50	<b>Community Language Allowance Scheme (CLAS)</b>	
51	<b>First Aid Allowance</b>	
52	<b>Review of Allowances Payable in Terms of This Award</b>	
53	<b>Trade Union Activities Regarded as On Duty</b>	
54	<b>Trade Union Activities Regarded as Special Leave</b>	
55	<b>Trade Union Training Courses – 2 days less</b>	
56	<b>Conditions Applying to On Loan Arrangements</b>	
57	<b>Period of Notice for Trade Union Activities</b>	
58	<b>Access to Facilities by Trade Union Delegates</b>	
59	<b>Responsibilities of the Trade Union Delegate</b>	
60	<b>Responsibilities of the Trade Union</b>	
61	<b>Responsibilities of Workplace Management</b>	
62	<b>Right of Entry Provisions</b>	
63	<b>Travelling and Other Costs of Trade Union Delegates</b>	
64	<b>Industrial Action</b>	
65	<b>Consultation and Technological Change</b>	
84	<b>Special Leave</b>	
85	<b>Staff Development and Training Activities</b>	

## Home Care Non-Award Conditions reflected in Home Care Personnel Manual Part F: Leave

Part F	Home Care Personnel Manual	Further explanation
Leave		
CI 3	<b>Flexible Work Practices</b>	Part-time Work; Job Sharing; Part-time Leave; Leave for personal and family responsibilities; Flexible Working Hours; Part year leave without pay; career breaks
CI 7	<b>Sick Leave</b>	Contained in <i>HomeCare Award</i> (e) Long-term sick leave (SLWOP up to 6 months)
CI 19	<b>Leave Without Pay</b>	
CI 21	<b>Military Leave</b>	
CI 25	<b>Essential Religious or Cultural Obligations Observance Leave</b>	
CI 26	<b>National Aboriginal and Torres Strait Islander Day</b>	
CI 28	<b>Christmas or New Year Concessional Leave</b>	
CI 29	<b>Half Day Flex Leave Easter Thursday</b>	
CI 30	<b>Emergency Leave</b>	Provided to employees who are Emergency Service Volunteers.
CI 31	<b>Declared Emergency Leave</b>	Provides special leave to employees who volunteer to assist in a 'declared emergency'.
CI 32	<b>Other Leave</b>	Activities requiring special leave for: <ul style="list-style-type: none"> <li>• Returning officers appointed by the State Electoral Office</li> <li>• First Aid Courses (only if nominated and paid for by Home Care)</li> <li>• Blood Donors (allowed reasonable time to attend)</li> <li>• Retirement preparation seminars (up to 2 days)</li> <li>• Bone Marrow donors (up to 5 days)</li> </ul>
CI 33	<b>Casual Staff</b>	- absence due to personal/carer's responsibilities - absence due to bereavement - absence due to maternity - absence due to parental responsibilities