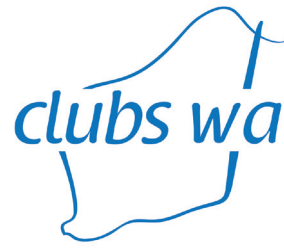




Clubs Australia



# Are you paying the correct wages?

With wage rates in place through the national Registered and Licensed Clubs Award (2010), your club must ensure that you are correctly paying your employees.

Clubs WA, through our affiliation with Clubs Australia, has heavily subsidised a service exclusive to members of our association. If your club is already a member of our **Workplace Relations (WR) Service**, you will already be receiving the following benefits:

## **Access to a toll free Member Enquiries Centre (MEC) for WR Advice including:**

- Interpretation of awards, rates, agreements and the myriad of industrial laws
- Strategic advice on club workplace relations policies and processes
- How to correctly terminate an employee
- How to manage a difficult employee/situation
- Basic advice in dealing with the Union and FWO Inspectors
- How to deal with the range of potential industrial disputes.
- Advocate advice via telephone (matters escalated from MEC). A senior Advocate will provide strategic advice in complicated WR matters.
- Additional services at market rates (eg Conciliation of Unfair Dismissal Application)

## **WR Online - regularly updated at [www.clubswa.com.au](http://www.clubswa.com.au):**

- Wage Rates Tables – current Award wage rates for WA employees
- Registered and Licensed Club Award 2010 – copy of current Award
- Summary of Award Transitional Provisions – including industry-specific examples
- Fair Work Act 2009 – summaries of National Employment Standards and other requirements:
  - Annual leave
  - Long service leave
  - Occupational Health & Safety
  - EEO
  - Enterprise Agreement
  - Redundancies
  - Personal leave
  - Parental leave
  - Surveillance
  - Payslips/record keeping
  - Unfair dismissals
  - Superannuation

## **Access to Policies and Procedures Templates**

**Clubs WA E-update – regular electronic updates as the issues/solutions arise.**

If your club is not already accessing this service, consider the benefits above at our subsidised prices:

- Clubs with less than 10 employees will gain full access to the WR Service for \$165 p.a.
- Clubs with 10 or more employees will gain full access to the WR Service for \$385 p.a.

To register call Clubs WA today on 9417 7149 or complete the registration form attached.

# Workplace Relations Registration Form



Clubs Australia



To register your club for the WR Service please fill in the details below and scan and email: [info@clubswa.com.au](mailto:info@clubswa.com.au).

## Club Information:

Club	
Postal Address	
Phone	
Fax	
Email	

Please note only authorised representatives of the club will be provided access

Main Contact Name	
Title of Contact Person	
Mobile Phone	
Email	

## Please choose one of the following options:

**Less than 10 employees**

*(Note: Registration to the WR Service will cost \$150 + GST per annum)*

**10 or more employees**

*(Note: Registration to the WR Service will cost \$350 + GST per annum)*

**Once registered, your club will be provided with access  
to immediately commence using the service.**