

QF: 033/2007

06 JULY 2007



❖ NOTICE ❖

TO: QANTAS AND FORSTAFF MEMBERS

RE: MANPOWER SHORTAGES IN MELBOURNE

25 Stoney Creek Rd Bexley 2207 NSW
Ph: (02) 9554 9399 Fax: (02) 9554 9644

Email: alaea@alaea.asn.au

Web: www.alaea.asn.au

ABN: 84 234 747 620

Over the past three days there has been discussion and letters between Qantas and the ALAEA regarding the Induction process for staff who do not normally work at the Melbourne International Terminal. The ALAEA and Qantas discuss the one-month induction for new starters in different terms but essentially there is agreement about the requirement to carry out this training. Qantas advise that the induction training is only required for new Qantas staff but the ALAEA position is that all staff new to Melbourne International Terminal whether they be new staff or existing Qantas staff require the full one month induction training.


The reason for this is so those people new to the section can fully familiarise themselves with equipment, local area procedures, update on older read and sign documents, get to know the abilities of other staff members and generally learn the functions that are carried out by staff in the section and how to carry out those functions safely.

Qantas have raised the issue of "travelling engineers" to Melbourne and how it would be impractical to have a one month induction for staff who would work in the section for less than one shift. The ALAEA concedes that this in practice would be inconvenient and could be overcome if another safe means of induction could take place. Qantas referred to the training required for travellers as –

"A site induction for employees not familiar with the Melbourne port, as well as providing accompaniment and support whilst onsite."

The ALAEA is satisfied that travelling engineers following this procedure could safely work within the Melbourne International environment so long as the accompaniment is provided at all times by an MIT engineer who has completed the full one month induction training and is up to date with all read and sign material. Several pages of correspondence between the parties are included on the email version of this notice.

Yours faithfully,


STEPHEN PURVINAS
Federal Secretary

"To undertake supervise and certify for the safety of all who fly."

6 July 2007

Ms Sue Bussell
Group General Manager Industrial Relations
QCA4 203 Coward Street
MASCOT NSW 2020



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Dear Sue,

I have had the opportunity to discuss the options available with Melbourne International Terminal staff today for induction of new employees, and travelling engineers and note the following circumstances.

- The "buddy" system referred to by you is what I have referred to as the one month induction training and is essentially one and the same.
- You are correct that the new Melbourne International employee is tied to a Senior LAME for one month (now should be a cert 4 trainer as you have stated) and further during this period is not assigned aircraft but learns various procedures for the different station tasks.
- It is not only new company employees who carry out the one month induction (buddy) training and Qantas staff recently transferring to the area have completed this familiarisation. This has also been the case for staff transferring from Melbourne Domestic.
- It has been extremely rare for a travelling Engineer to be required to work in Melbourne and usually it is to perform one off rectification work. Discussions with our members in Melbourne indicate that they cannot recall more than two occasions in the past 15 where travelling Engineers were used to assist with aircraft transit work prior to the introduction of the 8 hour roster several weeks ago.
- There is no formal procedure for induction of travelling Engineers to Melbourne as this has rarely occurred in the past.
- The induction (buddy) training process is past custom and practice and attempts have been made to formalise the process by Qantas management. There is a written process that is followed and staff new to Melbourne International have been taken off their normal roster for this purpose.

"To undertake supervise and certify for the safety of all who fly."

The ALAEA agrees with you that new employees at Melbourne International Terminal who are not "travelling engineers" will receive site induction, familiarisation and continued "buddy system" training under the guidance of a cert 4 trainer. We will continue to refer to this process as the one month induction training.

The ALAEA also requires this one month induction training to be carried for staff transferring to Melbourne International Terminal from other areas within Qantas engineering if they are not carrying out "travelling engineer" duties. This has always been the case and is necessary so staff can familiarise themselves in local procedures, local safety bulletins contained in read and sign manuals and other induction/learning requirements.

We agree that travelling engineers should not be bound by such restriction and the process outlined in your letter would be sufficient to allow this function to be carried out safely. As there is no definition of "travelling engineer" we will assume this to mean a staff member who normally does not work in a particular section but is required to go there for typically less than one full shift. This would be extended if that travelling engineer was carrying out rectification for the period of that rectification.

I will advise our members today of our new position with regard to new staff and travelling engineers working at Melbourne International Terminal.

Yours faithfully,


STEPHEN PURVINAS
Federal Secretary

cc. Murray Harris
James Morley



Our ref: 07jrm109

RECEIVED
05 JUL 2007
BY:.....

5 July 2007

Stephen Purvinas
Federal Secretary
ALAEA
25 Stoney Creek Road
BEXLEY NSW 2207

By facsimile: 9554 9644

Dear Stephen

RE: MELBOURNE INTERNATIONAL

We have received a copy of the ALAEA Notice dated 3 July 2007 (your ref: QF 031/2007) regarding alleged manpower shortages in Melbourne, and purporting, for OHS reasons, to advise members not to accept a temporary secondment or transfer to Melbourne unless a one month induction has been completed.

Your Notice appears to be attempting to impose a condition, namely a one month induction process, that is neither required by the business, necessary for the protection of employees for OHS reasons, nor the standard practice in Melbourne. The 'one month induction training' you refer to is not formalised, nor is it part of the local area procedures. This Notice appears to be attempting to impose this condition not only on temporary secondments or transfers, but on travelling engineers as well.

As you would be well aware, it is a commonplace activity for LAMEs acting as travelling engineers to move between ports, and to, after receiving an appropriate site induction, perform duties on an aircraft prior to returning to their home port. In all of these circumstances, the travelling engineer is typically on ground in the new port for less than a full shift. No one month induction is carried out. This has occurred in Melbourne, other ports within Australia, and many ports across the world for a considerable period of time. To suggest that such an employee is required to complete a one month induction process under the guise of OHS is unnecessary and an incorrect statement of well established custom and practice.

In Melbourne, induction for new employees typically takes the form of a site induction, familiarisation training for a new employee on aircraft types they may not have experience on, and a 'buddy' system whereby the employee is partnered with a Senior LAME (more recently with a Certificate 4 trainer).



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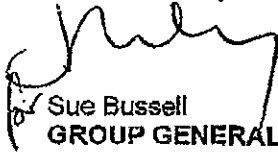
In the case of travelling engineers, this is restricted to a site induction for employees not familiar with the Melbourne port, as well as providing accompaniment and support whilst on site.

The Company takes its obligations to occupational health and safety very seriously. Any employee required to either perform duties as a travelling engineer, or who is subject to a temporary placement or secondment to a new port, will receive an appropriate safety induction to ensure they are able to perform their duties in a safe manner without risk to either themselves or other employees.

The Company therefore requests you issue a Notice withdrawing your Notice of 3 July 2007 by close of business Thursday 5 July 2007.

Should you fail to withdraw this Notice the Company will view this as unprotected industrial action and reserves its rights to take the appropriate legal action.

Yours sincerely



Sue Bussell
**GROUP GENERAL MANAGER
INDUSTRIAL RELATIONS**

cc. Douglas Mills, AJ GGM Aircraft Customer Services
Tony Lauder, MACS, Melbourne
Peter Styles, General Manager People, ACS