

## REVIEWING YOUR COMPLIANCE WITH THE FAIR WORK ACT

Update August 2010

Now that the 1 July 2010 deadline for the commencement of the "phasing in" of certain employee entitlements under the transitional provisions of the modern awards has passed, you should have already ensured your compliance with the Fair Work legislation.



### Check Your Compliance

If you haven't already checked your compliance with applicable awards or agreements, wage rates and other employee entitlements brought about by the changes in the Fair Work legislation, don't delay any longer.

Some of the things that you should be reviewing include:

- the modern awards (or other industrial instruments) which may cover and apply to your employees
- how the National Employment Standards (NES) interact with your current arrangements
- your compliance with award or agreement obligations
- your obligations with regards to flexible working arrangements, notice of termination and redundancy
- your obligation to provide the Fair Work Information Statement
- your obligations under the Regulations for amended time and wages record keeping requirements
- the changed requirements in unfair dismissal laws and the application of the Small Business Fair Dismissal Code

If you are unaware of how these changes may affect your business, you may be in contravention of your workplace obligations. It is essential to ensure you comply with the requirements of the Fair Work Act 2009 and the Fair Work Regulations 2009, and thereby, avoid possible complaints, investigation and even litigation with regards to your industrial relations compliance.

Contact us for further assistance with meeting your human resource, industrial relations and OHS obligations

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