



18. Redeployment



CSIRO Staff Association

This is the eighteenth in a series of fact sheets to assist CSIRO union members better understand and enforce our rights at work. The source of these rights is contained in the new CSIRO Enterprise Agreement 2011-2014 (EA) at schedule 3. This Know Your Rights should be read in conjunction with KYR 19. Retrenchment.

When do I have a right to redeployment?

You have a right to redeployment if CSIRO deems that you are potentially redundant. You do not have redeployment rights under the agreement if you are on probation, a casual employee, or have been appointed for a specified term (Clause 1). There are separate redeployment provisions for term employees contained at schedule 2 of the agreement (see Know Your Rights no. 20).

What are legitimate reasons for making an officer potentially redundant?

An officer can be deemed potentially redundant if:

- the officer is included in a group of officers, which group comprises a greater number of officers than is necessary for the efficient and economic working of CSIRO;
- the services of the officer cannot be effectively used because of technological, structural or other changes in the nature, extent or organisation of the functions of CSIRO; or
- the duties of the officer are to be performed in a different city and the officer is not willing to perform duties at that city (2).

What is Voluntary Redundancy Substitution and how does it work?

Voluntary Redundancy Substitution (VRS) is where no suitable redeployment opportunities are identified an officer who is potentially redundant exchanges positions with another officer who will not contest redundancy.

CSIRO will, on an annual basis, make all officers aware of the option of being listed on a VRS register. CSIRO will not refuse an officer's election to be placed on the register. In addition when organisational change or restructuring is occurring officers will be advised of the opportunity for VRS.

Substitution will however only be approved where CSIRO determines that the skills of both individuals are a close match and there will be no adverse impact to ongoing work requirements (4).

How are individual officers identified from a group?

After VRS has been considered, in any situation where the number of roles available is fewer than the number of officers the following process will be adopted:

- The responsible line manager will use available information to assess each officer against the organisational requirements for the role/s
- The principles of procedural fairness will be applied
- The officer will not be required to make an application for their existing role but may provide information to the responsible line manager if they choose.
- The line manager will make a decision and the officer will be advised. Where it is determined that there is no ongoing requirement for the officer's skills they will be advised that they are potentially redundant and provided with the information overleaf.

What information must CSIRO provide to potentially redundant officers?

CSIRO management is bound to provide potentially redundant officers with comprehensive information concerning redundancy procedures and available assistance. Information which must be provided includes:

- details of the circumstances which gave rise to the potential redundancy
- Why the individual officer's position has been identified as potentially redundant
- potential redeployment, including retraining prospects, within the Business Unit and more broadly, within CSIRO (this is very important. Its not good enough for a business unit to simply state there are no redeployment prospects at a particular time)
- other options available which may prevent the redundancy
- A written estimate of the financial termination benefits which apply for each of the redundancy options (including income maintenance) in the event that redundancy is confirmed and
- Comprehensive information concerning redeployment and redundancy procedures and the assistance that CSIRO Human Resources will provide (6a).

Do potentially redundant officers have the right to be represented by a staff representative?

Yes. If an officer is a member of the Staff Association, they are entitled to representation (Section 3c).

Does the Staff Association get advised of potential redundancies?

Yes, if more than 10 officers are affected or if a potentially redundant officer requests the involvement of a staff representative (3a & 6b).

What is the redeployment process?

CSIRO must carry out an organisation-wide survey, of existing and foreseeable vacancies which are at, or one level below, the officer's substantive CSOF level and in the same functional area. The minimum period over which this survey will be conducted will be 8 weeks or a shorter period may be agreed between CSIRO and the officer (7a).

A position will be considered to be a suitable opportunity if the officer meets all the essential selection criteria immediately or could reasonably be expected to do so after a reasonable period of retraining (up to six months in the case of ongoing vacancies) (7b).

Where an officer accepts redeployment to a position of lower substantive classification payment will be made at the rate necessary to bring their salary up to the salary received immediately before the date of redeployment for:

- In the case of officers who have twenty or more years of service 14 months; or
- In the case of other officers eight months

The income maintenance period shall commence on the day of transfer to a position of lower classification (7c).

What are my retrenchment benefits?

See Know Your Rights no. 19 Retrenchment.