



Enhanced Responsibilities Allowance (ERA)



The Know Your Rights series of fact sheets assists CSIRO union members better understand and enforce our rights at work. The source of these rights is contained in the CSIRO Enterprise Agreement 2011-2014 (EA).

Where are the rights to Enhanced Responsibilities Allowance (ERA) contained?
These rights are contained at Clause 25 of the EA.

Under what circumstances should ERA be paid?

An officer may be directed by CSIRO to temporarily perform duties additional to, or in substitution for, those usually associated with the officer's role (Clause 25a). For ERA to be paid, for period of no less than five working days, the following must apply (Clause 25b):

- an officer is directed to, and temporarily performs, management responsibilities which are additional to, or in substitution for, the officer's normal responsibilities; and
- the extra responsibilities require capability at a level in the classification structure higher than the level of the officer and CSIRO determines the changed responsibilities add significantly to the value to CSIRO of the officer's work and are the result of:
 - the temporary absence of the position's occupant; or
 - the position becoming vacant; or
 - a temporary requirement for additional assistance.

How is the amount of ERA payment determined and for how long is it paid?

The payment shall be equal to the difference between the officer's salary and a relevant higher salary, as determined by CSIRO. It will be paid for the period the officer performs the additional or substituted management responsibilities (Clause 25c).

What pay adjustments can an officer receive if ERA is paid for 12 months or more?

An officer's pay may be varied by CSIRO to take into account performance related salary movements (e.g. increases to performance and development steps) (Clause 25d). Note, we recommend that members seek advice from their Staff Association delegate or organiser, if enhanced responsibility duties are being required to be performed by CSIRO for extended periods.

What if an officer takes paid leave whilst in receipt of ERA?

Then ERA shall continue to be paid where CSIRO agrees that the ERA would have been paid but for the granting of leave. Where an officer takes leave at less than full pay (e.g. maternity leave at half pay), the payment of ERA shall be at a pro-rata basis (Clause 25e).