

the restructuring process itself. A summary of the potential impacts is provided below:

- 5 FTE, RS/E, RP, TS functional areas at CSOF 4, 5 and 6, North Ryde and Kensington, Mineral and Environmental Sensing and Geology and Geochemistry.

The method of identifying potentially redundant officers.

The division is consulting with divisional leadership and staff to identify any mitigation strategies in the first instance, including the Voluntary Redundancy Substitution register. Following this consultation, the division will decide on the appropriate combination of capability required going forward, considering the following criteria:

1. Location that the capability is needed in the future
2. CSOF level and functional area that we need the role/s to be performed at going forward
3. Number of FTE’s required to be reduced

Where we are left with a group of impacted officers we will follow the process outlined in Schedule 3 of the CSIRO Enterprise Agreement 2011 – 2014 as outlined below:

Commenced initial consultation with the staff association (Clause 57 of CSIRO EA).

Commenced initial consultation with potentially impacted areas and groups of staff.

Continue communication and consultation with potentially impacted areas and groups of staff. Feedback sought from staff.

Consider all feedback and respond to staff. Initial exploration of Voluntary Redundancy Substitution (Clause 4 of CSIRO EA).

Confirm decision on structure and provide information to staff association (Clause 3(a) of CSIRO EA)

Meeting with staff association (Clause 3(b) of CSIRO EA).

Discussions with directly impacted areas and groups of officers. Consultation and explore mitigation. Discuss possible next steps including assessment process. Staff opportunity to provide mitigation opportunities and also consultation on the proposed assessment process and raise any concerns or issues via email or by appointment if preferred. This feedback can include any feedback on the names of other managers who are nominated to assist the relevant manager and the proposed role and capabilities in accordance with the Work Classification Standards). Staff should also advise HR if they are interested in voluntary redundancy substitution.

Consider feedback and respond to staff. Consider VRS registrations.

Decision Clear will lead to individually impacted officers advised.
Clause 6 (a) of Schedule 3 of CSIRO EA

Decision NOT Clear will lead to an assessment.
Clause 5 (b) of Schedule of CSIRO EA

Consider feedback from staff, mitigation opportunities and confirm if assessment process required. Confirmation of the final dates that the assessments will commence will be provided as soon as possible and will include the consideration of

any information staff may choose to provide. Can be in a written statement or via a discussion. There is no requirement to do so Information may be provided to the relevant line manager. The timeline to provide information prior to the assessment process may be shortened if consultation determines staff desire a shorter period for this.
The relevant manager will use available knowledge and information to undertake assessment of the officers against relevant requirements for the role/s.
The relevant manager will meet with individual staff to provide them with their assessments against the requirements for the roles.
Staff have the option of providing the relevant manager with feedback on their assessments via email or by appointment if preferred.
The relevant manager will confirm the outcome after considering any feedback from staff.
Identified staff from the above will be advised and we will discuss Redeployment and Redundancy details as indicated in Clause 6(a) of Schedule 3 of the CSIRO Enterprise Agreement.
Any other relevant information
None that we are aware of.

When completed this form should be forwarded to Sam Popovski at sam.popovski@cpsu.org.au