



## WHAT TO INCLUDE IN GROSS ORDINARY WAGES- CONTRACT CLEANING INDUSTRY LSL SCHEME

### Include:

- + Gross Ordinary wages
- + Any above/over award payments
- + Weekend work and public holiday penalty rates on normal rostered shifts forming ordinary hours of duty (other than overtime)
- + Annual Leave (where taken as leave)
- + Bereavement Leave
- + Carer's Leave
- + Casual Loading
- + Long Service Leave (where taken as leave and paid by employer)
- + Public Holidays
- + Sick Leave
- + Workers Compensation payments (when made by the employer in first instance and employer is then reimbursed by insurance company)
- + Jury Service
- + Maternity/Paternity Leave paid by employer
- + First Aid Allowance
- + Department of Education Allowance

### Exclude:

- + Overtime
- + Leave Loading
- + Leave without pay
- + Lump sum payments for accrued annual leave, sick leave or long service leave paid on termination
- + Payments in Lieu of notice
- + Christmas Bonuses and ex-gratia payments
- + Travel allowance
- + Payments for materials & equipment
- + One-off bonuses
- + Meal allowance
- + Protective clothing allowance
- + Workers compensation payments where they are paid directly paid by the insurance company
- + Redundancy payments
- + Maternity/Paternity Leave paid by the government

### Definition of ORDINARY REMUNERATION for all Industries:

*Long Service Leave (Portable Schemes) Act 2009* – Dictionary

**Ordinary remuneration**, for a person, means the amount paid or payable to

The person for work, other than any amounts for –

- (a) overtime; or
- (b) expenses incurred by the person; or
- (c) the use of materials, equipment or a motor vehicle provided by the person.