

From: Employee Communication
Sent: Monday, 18 April 2016 4:24 PM
Subject: All staff: new corporate mobility is live [SEC=UNCLASSIFIED]
Categories: Notification



Australian Government
Australian Taxation Office

New corporate mobility is live

All staff

After a period of considerable consultation, we are pleased to [release](#) the revised Recruitment, Selection and Mobility Corporate Executive Instruction (CEI).

The revised CEI reflects your feedback that you want greater flexibility to move across the ATO to develop and broaden your skills and capabilities. In most cases, it will be mandatory for managers to release staff registered on the Corporate Mobility Register (CMR), as outlined in the revised Recruitment, Selection and Mobility Corporate Executive Instruction (CEI).

These changes are in direct response to [your votes](#) on ideas generated to improve the staff experience.

To make these changes a reality, we've also launched our revamped [Corporate Mobility Register](#)

What to do next

If you were registered on the old CMR:

- you will need to re-register on the new CMR
- your manager will need to confirm you are approved to be on the register.

Read more about these changes and how to register on the new CMR [here](#)

Lina Ranieri
Acting Deputy Commissioner
ATO People

Released under FOI Act 1982
Australian Taxation Office

From: ATO Enterprise Agreement
Sent: Monday, 11 April 2016 2:13 PM
Subject: All staff: Enterprise Agreement – clarifying the facts about streamlining
[SEC=UNCLASSIFIED]

Categories: ATO



Australian Government
Australian Taxation Office

Enterprise Agreement

Clarifying the facts about streamlining

TO: All staff

As we talk with staff across the ATO we hear lots of [myths and misunderstandings](#) about the Enterprise Agreement (EA) proposal. We want to set the record straight so that when it comes time to vote, you're armed with the facts.

The APS bargaining policy

Throughout the entire process we have been upfront about the requirements of the Government's [APS Bargaining Policy](#). Our EA proposal, just like every other APS agency/department must comply with the Policy – otherwise we cannot get our EA proposal approved by the APSC (and therefore cannot offer it to you for a vote).

Of the [46 EAs that have already been voted in across the APS](#), they have all complied with the Policy and no exemptions have been provided. We are offering the maximum pay increase permitted under the Policy, and no agency has offered more than 6% over three years.

One key requirement of the Policy is that EAs should be simple, clear and easy to read, and cannot impose 'restrictive work practices'. This applies to all APS agencies/departments.

The level of detail in the EA

Recently we've heard assertions that the ATO is removing conditions from the EA so that it can change your employment arrangements at any time, and that the ATO is 'stripping conditions'.

We do not agree.

In response to your feedback, and consistent with the Policy, we have re-written the [proposed EA](#) to

include, as much as possible, the conditions you've told us are important to you. We have specific clauses around capability development, representation and work/personal life balance. We've also included detail about performance and underperformance. Detail about redundancy processes is laid out step-by-step.

Matters covered in regulations and legislation (such as the Public Service Act or Work Health Safety Act) are not in the proposed EA because your protections and obligations already exist.

For other procedural or process matters, our view is these belong in policy documents so we have an ability to refine and improve them during the life of the EA. An example of this is the recent changes to the [mobility policy](#).

For those matters that we propose to have in policy, we will continue to consult with you (and your representatives) about any intention to significantly or substantially change a policy or guideline. All input from the consultation process must be considered by the ATO prior to finalising any change to the policy or guideline.

More information

You can read more about this and many other topics on the [EA SharePoint site](#). We encourage you to take a look so when the time comes to vote, you can make an informed choice. If you have any questions, please feel free to email the [ATO Enterprise Agreement Team](#).

David Miller

Assistant Commissioner | ATO People
Australian Taxation Office

Scott McWhirter

A/g Assistant Commissioner | ATO People
Australian Taxation Office

ATO | *Working for all Australians*

From: ATO Enterprise Agreement
Sent: Wednesday, 20 April 2016 4:37 PM
Subject: All staff: Enterprise Agreement - information about rostering [SEC=UNCLASSIFIED]
Categories: ATO



Enterprise Agreement

Information about rostering

TO: All staff

One area of the draft EA that has generated discussion during the recent information sessions has been the rostering provisions. We would like to take this opportunity to outline what is, and what isn't, changing in this area.

Rostering hours

The new EA will continue to limit rostering between the hours of 7.45am to 6.15pm, Monday to Friday. We're aware that there are some rumours circulating that this is not the case, however we want to be clear that these time parameters are clearly stated in the [proposed EA](#) (clause 42.3). The ATO cannot roster employees outside these hours.

We also want to highlight that these hours are no different to what is set out in the 2011 EA. The current *Client Service Window* is between the hours of 8am and 6pm (Monday to Friday), with rostering not to occur outside of the hours of 7.45am to 6.15pm. That 15-minute lead-in (7.45 – 8.00am)/lead-out (6.00 – 6.15pm) is the time people currently have to start and finish their working day.

Voluntary basis

Just as it is now, rostering schedules will continue to be created on a voluntary basis as much as possible, including through using first preferences and flextime incentives for the next cycle. In addition, our proposal clearly states that rostering arrangements will take into account work/life preferences, hardship factors, the expressed preferences of individuals, preferred hours of work and will also enable people to swap their rosters and renegotiate their hours.

We are maintaining this approach because we know it is important to you.

Where rostering can occur

This is the part of the provision that does change when compared to the 2011 EA. The ATO wants to have a clause that states rostering could be used in client facing and processing areas (and support areas) to meet business and client needs. There are two main reasons for this. The first is that the [APS Bargaining Policy](#) clearly states that EAs cannot impose restrictive work practices that confine the operations of the agency. Basically, our current 2011 clause is restrictive and does not comply with the bargaining policy.

Secondly, our Reinvention journey and our shift to provide better client experience based on contemporary services means the ATO needs the flexibility in the future to adopt rostering if needed. This might be needed if new technologies arise that mean rostering is an effective method of engaging with the community at particular times of the day. To be clear, rostering only works effectively in certain areas and the ATO has no intention to use it in every part of the organisation. Our proposal also clearly states that where rostering arrangements are introduced to an area that doesn't currently have it, the ATO will consult with employees.

If you are still uncertain about the rostering clauses and what they mean for you, we suggest you view them for yourself on the [EA SharePoint page](#), along with detailed information on a range of key issues.

David Miller
Assistant Commissioner | ATO People
Australian Taxation Office

Scott McWhirter
A/g Assistant Commissioner | ATO People
Australian Taxation Office

ATO | *Working for all Australians*

From: ATO Enterprise Agreement
Sent: Wednesday, 6 April 2016 4:45 PM
Subject: All Staff: Enterprise Agreement – new proposals and next-steps
[SEC=UNCLASSIFIED]

Categories: ATO



Enterprise Agreement

New proposals and next-steps

TO: All Staff

Today our bargaining team completed the 53rd day of negotiations to form a new Enterprise Agreement. The team made a number of announcements today which I would like to share with you.

Christmas closedown in 2018

I'm pleased to announce that we propose to extend the Christmas shutdown in 2018. This would mean that in 2018 the shutdown period would cover the full working day of Monday 24 December 2018 until Wednesday 2 January 2019. This half-day extension means you could start Christmas holidays at COB Friday 21 December 2018, rather than returning to work (or using other leave) on the Monday morning.

While this, along with the Enterprise Agreement itself, is still subject to Australian Public Service Commission (APSC) approval, we intend to include this in our offer to you when we put the EA to a vote within the next few weeks.

Remote localities provisions

We have also proposed to maintain some elements of the remote localities provisions for those staff in Townsville and Darwin who currently receive these entitlements. This involves retaining the additional leave credits (and leave loading) and the district allowance.

Our aim for a vote

Today the team also announced that we are aiming to conduct a vote starting on 29 April 2016. We'll provide further details about the voting process as we approach that date, including how people who may be on leave can vote.

Information sessions

As I mentioned in my Commissioner's Column this week, I and other senior leaders are in sites over the next three weeks to talk to you about the EA proposal. This is an opportunity for us to clarify our position and to respond directly to your questions. If you haven't, I encourage you to check if there are still available spaces and come along.

Be informed

The [EA SharePoint site](#) has an extensive range of material that explains the proposed EA. This includes detailed comparisons between the [current 2011 EA and the proposed new EA](#) so you can see exactly what conditions we are including in the draft. We have also updated the ['myths and rumours'](#) document to reflect more of the things we are hearing as we talk with staff.

As always, if you have any questions or want clarification about any aspect of the EA proposal, please email the [ATO Enterprise Agreement team](#).

The team will write to you again shortly with more updates as we progress towards a vote.

Chris Jordan
Commissioner of Taxation
Australian Taxation Office

ATO | *Working for all Australians*

From: ATO Enterprise Agreement
Sent: Friday, 15 April 2016 3:59 PM
Subject: All staff: Enterprise Agreement - voting opens 29 April 2016 [SEC=UNCLASSIFIED]
Categories: ATO



Australian Government
Australian Taxation Office

Enterprise Agreement

Voting opens 29 April 2016

TO: All staff

We are pleased to advise that the ATO will hold a vote on the draft enterprise agreement (EA) from 29 April 2016.

The draft EA has now been approved by the Australian Public Service Commissioner, in accordance with the Workplace Bargaining Policy. The draft is available on the [EA SharePoint site](#) along with a range of [explanatory material](#).

This means that we have now confirmed the following key dates for the voting process:

Access Period: commencing Friday 22 April 2016

Vote Period: 9am (AEST) Friday 29 April to 1pm (AEST) Thursday 5 May 2016.

We will provide advice and voting details as we progress through this process.

We want to thank you all for your feedback and questions throughout the development of this EA.

If you have any questions or comments about the EA, please remember you can contact the [EA Team](#) for a response.

Chris Jordan
Commissioner of Taxation
Australian Taxation Office

Released under FOI Act 1982
Australian Taxation Office

From: ATO Enterprise Agreement
Sent: Thursday, 21 April 2016 3:31 PM
Subject: All staff: Formal offer of the proposed ATO Enterprise Agreement - start of access period [SEC=UNCLASSIFIED]

Categories: ATO



Formal offer of the proposed ATO Enterprise Agreement

Start of access period

TO: All staff

I would like to formally offer the proposed ATO enterprise agreement for your consideration.

Tomorrow is the beginning of the 'access period' - the 7-day consideration period that occurs immediately prior to the vote and ends once the vote opens, as required by the Fair Work Act. During this period, employees should carefully consider the package of pay and conditions being put forward in the proposed ATO EA so they can make an informed decision before voting.

To assist with consideration of the proposed EA, there is a range of material available on [the EA SharePoint site](#). This includes:

- a copy of the proposed agreement
- a tracked changes document showing changes from the current agreement
- a clause by clause comparison and brief description of changes
- a series of fact sheets, setting out details about particular aspects of the proposal.

Voting

Voting will commence at 9am AEST on Friday 29 April 2016 and will close at 1pm AEST on Thursday 5 May 2016.

The ballot for the ATO enterprise agreement (EA) is open to all employees of the ATO who are employed under the Public Service Act 1999 in classifications at or below Executive Level 2.

This includes:

- All ongoing staff (except SES)
- Non-ongoing staff (except SES)
- Casual staff (irregular or intermittent). Note, all casual staff will be able to vote, however their vote will only count if they work during the access and/or voting period.

Those not eligible to vote on the ATO EA Ballot include:

- Substantive SES employees
- Any employee who is engaged overseas only to perform duties overseas
- Non-ongoing staff whose contract does not extend to the likely commencement date of the EA
- Casual staff who did not work during the access and/or voting period

You will receive voting information from ORIMA Research prior to the commencement of the vote and you will be able to vote via the internet or by telephone.

How to vote

- ORIMA Research will send you an individual PIN before the vote opens
- You will need your PIN and Australian Government Service (AGS) number to vote
- You will receive notification of the vote opening
- You can cast one vote
- You can vote online at any time during the voting period
- You can vote via phone - further details will be sent to you via ORIMA Research
- Your vote will remain anonymous and confidential

More detailed information about the vote is [available online](#).

If you have any questions about the proposed agreement, or the voting process, please email the [ATO enterprise agreement](#) mailbox.

Staff on leave

If you will be on leave over the voting period, you can [register your personal email address](#) to receive voting information. The [Let's Talk EA page](#) provides the EA documents to those staff without access to ATONet (staff password: [s 22]).

Next steps

Please use this time to find out what the EA means for you by considering the range of information on the [EA SharePoint site](#).

I strongly encourage you all to make an informed decision about the proposal and cast your vote on our new enterprise agreement.

Chris Jordan
Commissioner of Taxation
Australian Taxation Office

Released under FOI Act 1982
Australian Taxation Office



Categories:

ATO

Protected Industrial Action

Understand your responsibilities

TO: All Staff

SUBJECT: Protected industrial action (EA Ref: N23A1)

Good afternoon

On Monday 18 April 2016, the CPSU notified the ATO of its members' intention to take further protected industrial action in the form of the inclusion of an authorised statement in internal email messages.

The ATO will continue to operate during periods of industrial action – all sites and facilities will remain open for normal operating hours and work will be available for all employees during industrial action.

Important notes for all employees:

- *Only those employees who are members of the CPSU and who will be covered by the proposed enterprise agreement are entitled to take protected industrial action of the type specified below.*
- *If you **ARE** a member of the CPSU and plan to participate in this action, it is important to note that the notice from the CPSU specifies the inclusion of the authorised statement is for internal email messages only.*
- *Employees participating **cannot include** the authorised statement in emails sent externally from the ATO, on Microsoft Office Communicator or in Microsoft Outlook 'auto reply' messages. If an employee includes the statement in anything other than internal email messages, this will be unprotected industrial action.*
- *If you are **NOT** a CPSU member and you receive an email containing the CPSU statement and intend to forward that email (either internally or externally), you should **delete the CPSU statement before sending as failure to do so will amount to** unprotected industrial action.*

What industrial action is being taken?

The CPSU has advised the ATO of the following:

1. **All CPSU members in all States and Territories** – the inclusion of a statement* which has been authorised by the CPSU, in internal email messages.

**The CPSU will provide the statement to their members.*

This action will start at 00:01 hours local time on Friday 22 April 2016 and end at 18:00 hours local time on Thursday 5 May 2016.

Key points to note

- This protected industrial action **is not a work stoppage**
- Employees participating in this protected industrial action will otherwise be working as normal during this period
- The ATO considers that there will be limited impact to the business from this particular industrial action and as a result has determined that there will be no salary implications for employees participating in **this** protected industrial action
- Only those employees who are members of the CPSU and who will be covered by the proposed enterprise agreement are entitled to take protected industrial action of the type specified above

The ATO recognises that employees have the right to take protected industrial action in accordance with the *Fair Work Act 2009*. Equally, we support those employees who wish to continue to work on days when their colleagues are engaged in industrial action. An employee is under no obligation to either take part, or not take part, in any form of industrial action unless they wish to do so.

What you need to do if you participate

Once the action is over - and if you have participated - you should confirm this with your manager as soon as possible, especially where no prior notification was given.

Unprotected industrial action

Only those employees who are members of the CPSU and who will be covered by the proposed enterprise agreement are entitled to take protected industrial action of the type specified above it is otherwise considered as unprotected industrial action.

Unprotected industrial action includes actions that:

- are not authorised by a protected action ballot
- have not been notified to the ATO in accordance with the requirements of the *Fair Work Act 2009*
- are undertaken by an employee who is not a member of the CPSU and/or who will not be covered by the proposed enterprise agreement.

Employees who participate in unprotected industrial action will have a minimum pay deduction of four hours.

Further information

For information about your right to engage or not engage in protected industrial action please read the industrial action information including [FAQs](#) on the [Industrial Action SharePoint site](#).

If you are contacted by the media for comment refer the enquiry to the Media Unit on (02) 6216 1901. Please also remember your responsibilities as an APS employee in accordance with the APS Values and Code of Conduct.

If you have any questions, please contact the [Industrial Action mailbox](#).

Scott McWhirter

A/g Assistant Commissioner | Workplace Relations | ATOP
Australian Taxation Office

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From: ATO Enterprise Agreement
Sent: Thursday, 28 April 2016 2:54 PM
Subject: All staff: Message from the Commissioner - voting commences tomorrow
[SEC=UNCLASSIFIED]

Categories: ATO



Australian Government
Australian Taxation Office

Message from the Commissioner

Voting commences tomorrow

TO: All staff

Commencing tomorrow you will have an [opportunity to vote](#) on our new Enterprise Agreement (EA) offer.

After such a long bargaining process, with so much information, claims and counter-claims, we have the chance to conclude the process and secure a pay increase. One thing is certain – if there is a yes vote, you will receive a 3% pay increase from the commencement of the new Agreement.

After speaking with many of you over recent weeks I am confident that you recognise that we have listened and made considerable changes to present an offer that addresses the key concerns you expressed after the previous vote. The new EA offer continues the ATO's excellent employment conditions, such as salaries at the higher end across the APS, generous leave provisions and the shortest working day in the APS. In contrast to the previous offer, and in response to your feedback, we are providing more certainty about your terms and conditions, including:

- maintaining the 7 hours 21 minutes standard working day
- keeping the current salary advancement arrangement to be paid on your anniversary
- continuing with 8 days personal leave without documentation
- rolling the health and wellbeing allowance into salary
- retaining the part-day travel allowance
- including detail in the EA, particularly around consultation, rostering, work/life balance, performance (including underperformance), redundancy and representation
- adding an extra half day of Christmas closedown on Monday 24 December 2018

Make sure your vote is [informed by the facts](#). There is a range of detailed information on the [EA SharePoint page](#) including a [summary of the benefits](#) of being an ATO employee.

If the outcome of the vote is 'no', pay increases will be delayed for an unknown period.

Voting concludes at 1pm AEST on Thursday, 5 May 2016. I will announce the outcome as soon as I am advised of the results of the vote by the independent ballot agent - ORIMA Research.

Chris Jordan

Commissioner of Taxation

Australian Taxation Office

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Released under FOI Act 1982
Australian Taxation Office

From: ATO Enterprise Agreement
Sent: Friday, 22 April 2016 10:58 AM
Subject: All staff: Enterprise Agreement - information about the pay offer
[SEC=UNCLASSIFIED]

Categories: ATO



Australian Government
Australian Taxation Office

Enterprise Agreement

Information about the pay offer

TO: All staff

We have been receiving questions in recent weeks about the pay offer for the new EA, so we would like to take this opportunity to address some key matters for you.

Parameters

The [APS Bargaining Policy \(Policy\)](#) sets out the parameters for bargaining across the Commonwealth public sector.

Pay offer

The Policy states that 'Remuneration increases may be negotiated up to an average of 2% per annum'. The ATO's pay offer of 3%, 1.5% and 1.5% meets this requirement whilst also frontloading the pay offer.

This is consistent with both the ATO's affordability, and the Policy.

Sign on bonuses and back pay

Many people have asked why sign-on bonuses and back pay haven't been offered, given that the 2011 EA nominally expired in June 2014. The Policy is very clear and states that 'remuneration increases are to apply prospectively' and that 'sign-on bonuses are not to be negotiated'.

Other agencies

There have been some instances in other agencies where EAs were voted up under the previous Bargaining Policy with a 4.5% (over three years) pay increase. For example, this occurred in the [Department of the Treasury](#) in July 2015. When the Bargaining Policy was changed in late October 2015 (and the pay increase was lifted to 6% over three years), the Department, subject to affordability, was able to give their staff the additional increase – even though their EA had already been voted into force. The 1.5% additional increase in remuneration (over three years) was paid on a prospective basis only – i.e. it was not backdated to the commencement date of their new EA.

SES pay rise

We also want to dispel the rumour that SES will be receiving a 3% pay increase each year.

SES do not have an EA, nor the ability to vote on their terms and conditions, including pay. SES conditions, including pay rates, are reviewed annually and set at the discretion of the Commissioner. Traditionally, SES pay rises are matched to staff pay rises. If the EA proposal of 3%, 1.5% and 1.5% is voted up then that's what SES will be receiving.

Some of you may also still be under the impression that the SES received their 3% pay rise without having to demonstrate productivity increases. However, like all ATO employees, SES pay rises must be offset by productivity gains – this is a requirement of the Policy. The productivity initiatives for the SES pay increase included:

- consistency and streamlining of local titles and removal of layers, e.g. abolition of Assistant Deputy Commissioners (ADCs) and Senior Assistant Commissioners (SACs)
- streamlining of many SES-specific administrative processes, including probation and performance management
- rationalisation of SES Band 1 support teams
- redistribution of duties across the SES cohort following major reductions to the SES workforce.

In summary, the Commissioner used his discretion to provide a 3% pay rise to SES in December last year. For those who may not be aware, this is similar to what Commissioner D'Ascenzo determined in 2011 after the first EA offer was voted down.

We hope this addresses some of your key questions about the pay offer, but if you have any further queries please email the [EA Team](#) at any time and we'll get back to you.

Remember – voting opens next Friday 29 April 2016.

David Miller

Assistant Commissioner | ATO People
Australian Taxation Office

Scott McWhirter

A/g Assistant Commissioner | ATO People
Australian Taxation Office

ATO | Working for all Australians

From: ATO Enterprise Agreement
Sent: Thursday, 28 April 2016 9:31 AM
Subject: All staff: Enterprise Agreement - minor drafting error [SEC=UNCLASSIFIED]
Categories: ATO



Australian Government
Australian Taxation Office

Enterprise Agreement

Minor drafting error

TO: All staff

Two incorrect clause cross-reference errors have been identified in the proposed EA. In summary these are:

- In subclause 82.2 the subclause reference should be 81.4 not 81.2. The substance of the provision is not affected. We thank the ASU for bringing this one to our attention.
- In subclause 55.4 the subclause reference should be 55.8 not 56.8. The substance of the provision is not affected.

In the event that the agreement is voted-up by a majority of employees, the ATO will seek to correct the cross-reference errors in the Fair Work Commission, either during the approval process or after the new agreement takes effect. There is provision in the Fair Work Act that enables for minor drafting errors to be corrected.

We will continue to keep you informed of all enterprise agreement developments in the lead up to the voting period which commences this Friday.

Sincerely

David Miller
Assistant Commissioner | ATO People
Australian Taxation Office

Scott McWhirter
A/g Assistant Commissioner | ATO People
Australian Taxation Office

From: ATO Enterprise Agreement
Sent: Wednesday, 27 April 2016 4:49 PM
Subject: All staff: Enterprise Agreement - misleading material distributed by unions
[SEC=UNCLASSIFIED]

Categories: ATO



Enterprise Agreement

Misleading material distributed by unions

TO: All staff

We write to address a number of what we consider to be misleading aspects of the 'vote no' material that has been circulated by the CPSU and the ASU in recent days.

The union material promotes a range of myths and misunderstandings about the offer. Do not accept it at face value.

We encourage you to make your own mind up and review the detailed material from our information sessions, [emails to you](#) and [facts sheets](#) on the [EA SharePoint Site](#) or speak to your local SES officer.

The bargaining process

The CPSU claims that the ATO has not made changes of substance since the first offer you voted on last year. **This is untrue.** The ATO has made a number of significant changes to its proposal, including reversing our position on the length of the working day, retaining 8 personal leave days without documentation, retaining part day travel allowance, and rolling the health & wellbeing allowance into salary. We also have extensive detail in the EA about key conditions including rostering, underperformance and capability development.

The unions have also accused the ATO of "bad behaviour and delay tactics". **We reject this statement.** The ATO bargaining team and the ATO Executive has worked diligently throughout the negotiation process within the parameters set by the [Fair Work Act](#) and the [APS Bargaining Policy](#) to bargain in good faith towards a new EA. There is no doubt this has been a protracted process. Industrial bargaining is an open-ended process. It can, and often does, take time for parties to reach agreement.

The allegation that the ATO has in any way behaved badly or deliberately delayed the process is utterly false. The ASU has taken the ATO to the Fair Work Commission (FWC) multiple times including to seek further bargaining which has delayed the process over the past two years and the FWC has never

criticised our approach.

The Bargaining Policy

The unions assert that various elements of the EA offer are not required by the Bargaining Policy or go beyond what the Bargaining Policy requires. **This is highly misleading.**

While it is true that the Bargaining Policy does not say, for example, "agencies must remove the fieldwork allowance", the policy *does require* remuneration increases to be offset by productivity improvements and funded from within existing agencies budgets without any redirection of programme funding.

APS agreements have changed over time depending on parties' priorities, government policy, statutory requirements and economic conditions. Following the first vote, we listened to staff and identified areas where we thought changes could be made as equitably as possible to unlock funds to support the highest possible offer.

The pay offer

The unions state that the pay offer is not enough. However, it is important for staff to understand that the Bargaining Policy states that "Remuneration increases may be negotiated up to an average of 2% per annum" and are to apply prospectively.

The ATO's pay offer of 3%, 1.5% and 1.5% meets this requirement and frontloads the pay offer to give staff a welcome pay increase sooner rather than later. We are not permitted to ignore these requirements by simply offering back pay or sign-on bonuses. The ATO has no discretion about this and we are offering the maximum pay allowable under the Bargaining Policy.

The ASU asserts that the ATO can and should seek an exemption from the Bargaining Policy so we can offer more than 6%. The ATO cannot simply ask to be excused from the rules that apply to everyone else across the APS.

Rostering

The CPSU alleges that the ATO is changing rostering arrangements in a way that will not "give staff any control over work life balance". **This is inaccurate and misleading.**

The hours for rostering will remain between 7:45am and 6:15pm Monday to Friday. The development of rosters will rely on voluntary arrangements to the maximum extent practicable. When developing rosters the ATO will take into account the work/life preferences of employees, hardship factors, ensuring access to leave, flextime, study leave and L&D, and allow for swaps between employees or renegotiated hours where needed. Like the current EA, these factors form part of the proposed EA.

Widespread or indiscriminate rostering across all areas of the ATO makes no sense, and we have been absolutely open and transparent about this.

The material put out by the unions creates an atmosphere of fear and distrust. The suggestion that the ATO will unreasonably roster staff who are not currently in scheduled environments amounts to an irresponsible and inaccurate campaign.

Salary advancement

The ASU alleges that under a new EA salary advancement "would become more difficult". **This is untrue.** For APS1-EL1 employees, the proposal states that you will receive advancement (if eligible) if your overall performance is "at the required standard (or higher)". Under the Compass Performance Framework, if you are rated as being 'on track' then you will be treated as having met the required standard for your salary advancement.

Bandwidth

The CPSU is alleging that our proposal to allow an individual to extend their bandwidth will mean the ATO can make "working unsociable hours a condition of employment and would undercut penalty rates". **This is false.** The ATO proposal is to maintain the standard bandwidth of 7am to 7pm, just as it is now. Where an

individual wants to extend their bandwidth between 6am to 9pm, they can do so through agreement with their manager. No employee can be forced to work an extended bandwidth – it is voluntary and within the control of each employee. Our proposal provides additional flexibility for staff. The CPSU is misleading staff on this issue.

Check the facts for yourself

To verify the facts before voting, you can view a [copy of the proposal](#), a [clause-by-clause comparison](#) against the 2011 EA and a [tracked changes version](#) on the [EA SharePoint site](#). We have also provided a number of [fact sheets](#) based on key areas of interest.

Please take the time to make an informed vote when the ballot opens on Friday.

David Miller

Assistant Commissioner | ATO People
Australian Taxation Office

Scott McWhirter

A/g Assistant Commissioner | ATO People
Australian Taxation Office

ATO | *Working for all Australians*

From: ATO Enterprise Agreement
Sent: Tuesday, 26 April 2016 4:47 PM
Subject: All staff: Enterprise Agreement - thank you for your participation in the EA information sessions [SEC=UNCLASSIFIED]

Categories: ATO



Enterprise Agreement

Thank you for your participation in the EA information sessions

TO: All staff

Over the past three weeks, I and the other Commissioners have spoken directly to thousands of staff about the enterprise agreement during 38 information sessions in 19 sites around the country. Teleconferences were also held with staff in Darwin, Alice Springs and Burnie.

Meeting face-to-face with so many of our people about this important issue was very valuable, and I want to thank those of you who made the time to come along and discuss the EA in an informed and open manner.

I think it was of real benefit for everyone to hear responses to specific concerns straight from the leadership team. I think we were able to lay out the facts, clarify misconceptions and share our perspectives on the proposal.

For those of you who weren't able to attend, you will have seen the regular emails from the EA team that address the key areas of concern raised at the sessions.

As I said at the sessions, my aim is for the ATO to be a great place to work; a place where you feel supported by good conditions and can be proud of what you do.

I hope we can reach agreement on our EA when the vote occurs from 29 April.

Chris Jordan
Commissioner of Taxation
Australian Taxation Office

ATO | *Working for all Australians*

Released under FOI Act 1982
Australian Taxation Office

From: ATO Enterprise Agreement
Sent: Friday, 29 April 2016 8:10 AM
Subject: All staff: Voting opens today - Enterprise Agreement [SEC=UNCLASSIFIED]
Categories: ATO



Australian Government
Australian Taxation Office

Voting opens today

Enterprise Agreement

TO: All staff

The voting period for the proposed ATO enterprise agreement commences today, Friday 29 April 2016, at 9.00am AEST. The ballot will close at 1.00pm AEST on Thursday 5 May 2016.

The proposed ATO enterprise agreement is available on [the EA SharePoint page](#).

The confidential ballot will be conducted by ORIMA Research and by now you should have received an email or letter with voting instructions and an individual PIN.

If you've deleted or can't find your email from ORIMA Research, please contact them via [email](#) or on 1800 654 585. You can also contact ORIMA if you have any problems voting, or if you believe you are eligible to vote but you didn't receive an email with your PIN.

Should you have any questions, please contact the [ATO Enterprise Agreement team](#).

David Miller
Assistant Commissioner | ATO People
Australian Taxation Office

Scott McWhirter
A/g Assistant Commissioner | ATO People
Australian Taxation Office

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Australian Taxation Office

From: ATO Enterprise Agreement
Sent: Monday, 2 May 2016 10:40 AM
Subject: All staff: EA voting is underway [SEC=UNCLASSIFIED]
Categories: ATO



EA voting is underway

Cast your vote – 3 and a half days to go

TO: All staff

Approximately 45% of staff have voted so far, with three and a half days left in the voting period. If you haven't voted yet we encourage you to have your say and vote on your EA.

The ballot is confidential – the ATO does not receive any detail about whether you have voted, or how you have voted. All we know at this stage is how many votes have been lodged in total.

How to vote

By now you should have received an email or letter from ORIMA Research with voting instructions and an individual PIN. If you don't have this information, please contact them immediately via [email](#) or on 1800 654 585. Further information about the voting process is [available here](#).

The offer

The [new EA offer](#), which includes a 6% pay increase over the next three years, means we will continue to have some of the best pay and conditions across the APS, including the shortest working day and generous leave conditions. This offer has significant improvements compared to last year's proposal, including certainty and clarity about your terms and conditions. Key changes include:

- more detail and protections around rostering, work/life balance, performance and representation
- 7:21 standard working day
- salary advancement paid on your anniversary (where eligible) to staff rated 'on track'
- continuing 17 days personal leave, including 8 days without documentation
- rolling the health and wellbeing allowance into salary
- retaining the part-day travel allowance

- increasing workplace duty allowances by 6% over three years
- an extra half day of Christmas closedown on Monday 24 December 2018

Union material

The CPSU and ASU persist in making what we consider to be misleading statements about the ATO's EA offer. For example, claims that we are not committed to work life balance, or that desk sharing will become 'the new norm', or that the performance system will become more bureaucratic.

These statements are wrong and are part of a scare campaign. We encourage you to form your own view by reading the actual EA offer and fact sheets. Please don't rely on one sided statements – inform yourself on what you are voting on.

The ASU has also stated that if there is a no vote, the Commissioner "will be able to make a far better offer in August". This is sheer speculation and should be treated with great caution. The reality is, no one is able to say what will happen next. If there is a no vote, the ATO, let alone the ASU, is not able to predict how long it may take to complete another round of bargaining, nor when a new vote could occur, nor what changes if any could be in our offer, nor whether there would be any change to the Bargaining Policy.

Unsolicited communications

We have also received complaints from employees who have received unauthorised communications from the CPSU via SMS and desk drops. This is unacceptable and shows a disregard for employee privacy and the normal rules that apply to union communication in the ATO workplace. We have written to the CPSU leadership making this clear.

We also note that the CPSU and ASU have been distributing statements from a particular political party and making assertions about how the upcoming election affects how you should vote. Our view is that this is not acting in an apolitical manner and amounts to an improper use of the ATO's facilities, and we have called upon both unions to cease this practice immediately.

Be informed when you vote

Make sure your vote is [informed by the facts](#). There is a range of detailed information on the [EA SharePoint page](#) including a [summary of the benefits](#) of being an ATO employee.

If you have any questions, please contact the [ATO Enterprise Agreement team](#).

David Miller
Assistant Commissioner | ATO People
Australian Taxation Office

Scott McWhirter
A/g Assistant Commissioner | ATO People
Australian Taxation Office



Categories:

ATO

EA voting is still open

Cast your vote – 2 days to go

TO: All staff

As of this morning, about 62% of staff have voted with two days left in the voting period. If you haven't voted yet, we encourage you to have your say and vote on your enterprise agreement.

How to vote

Information about how to vote is [available here](#). If you haven't received an email or letter from ORIMA Research with voting instructions and an individual PIN, please contact them immediately via [email](#) or on 1800 654 585.

What is the ATO offering you?

We have attached a summary that shows the terms and conditions offered to you in the EA you are voting on.



Summary of the
ATO offer.pdf

Our offer includes a 6% pay increase over a three-year EA, which is the maximum increase permitted under the APS Bargaining Policy. It also provides flexibility for you to achieve a work/personal leave balance, with support from the ATO.

Be informed when you vote

You'll see lots of pamphlets and marketing material telling you this offer should not be supported. Don't take it at face value – get the facts for yourself and make up your own mind. You can find the facts on the [EA SharePoint page](#).

If you have any questions, please contact the [ATO Enterprise Agreement team](#).

David Miller

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From: News Hub
Sent: Monday, 4 April 2016 9:50 AM
Subject: News Hub 4 April 2016 - bringing you the latest from across the ATO
[SEC=UNCLASSIFIED]

Categories: Newsletter



Welcome to your News Hub – visit us daily to find the latest from across the ATO.

Tell us what you think – click on the Feedback button on [News Hub](#). What kind of stories would you like more or less of?

Commish

[The Commissioner talks about](#) upcoming visits to discuss the EA proposal.

Latest news

[myATO: In with the new, out with the old](#) – Our transition from the old intranet to myATO is making great progress. The old intranet will be turned off by 30 June.

Coming this week

New features available on the mySAP Services Portal – Find out what you can do with the upgraded Learning & Development features.

OPAL: A form's best friend – The process of editing or adding an approved form has changed. You should now lodge a request with the Operational Policy, Assurance and Law (OPAL) team.

Seeking a change? – Thanks for your feedback on the proposed changes to the Recruitment, Selection and Mobility CEI. We're making changes based on this feedback.

Spending ATO money – Are you making sound decisions when spending ATO money? Check out some videos to help you understand your obligations.



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From: News Hub
Sent: Monday, 11 April 2016 10:59 AM
Subject: News Hub 11 April 2016 - bringing you the latest from across the ATO
[SEC=UNCLASSIFIED]

Categories: Notification



Welcome to News Hub – your daily news service where we bring you all the latest from across the ATO: from news in technology, what’s changing and new to our people.

Commish

[The Commissioner discusses](#) the Enterprise Agreement information sessions that began last week.

Latest news

[‘Show Me’ how it works!](#) – Have you tried our new products and services on offer, such as the mySAP Services Portal and ATO Beta? Let us show you how to use them.

[Secondments skilling up our people](#) – Looking for more mobility in your career? Consider our secondment program to build your skills and experience across different work types.

Coming this week

Inside the new ATO – The recent *Insight from Leaders* panel discussion in Brisbane was a great success. Find out what our staff spoke about with local tax professionals.

Escalating issues about online system security – Find out what you should do if you notice a security issue that could threaten our online systems.



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From: News Hub
Sent: Monday, 18 April 2016 10:41 AM
Subject: News Hub 18 April 2016 - daily news from around the ATO [SEC=UNCLASSIFIED]
Categories: EC - News Hub

myATO News Hub



Monday 18 April 2016

Welcome to News Hub – our articles are growing in number – thank you for your great article suggestions. Send us more!

Commish

[The Commissioner discusses](#) the release of the Panama Papers and the unprecedented opportunities and challenges to work together with tax authorities around the world.

Latest news

[Telling the digital story for small business](#) – At the Small Business Digital Showcase, we'll be exhibiting digital products and services available to small business clients.

[Making mobility easier](#) – Changes to the Recruitment, Selection and Mobility CEI make mobility in the ATO easier for staff.

[Building the right connections](#) – If you're consulting with the community, let the Consultation Hub know.

Coming this week

Simpler BAS for small business – As the Simpler BAS project progresses, you'll begin to notice changes in procedures, risk models and compliance tools.

New portal features help tax practitioners help you – Supporting our staff at tax

time: new improvements mean tax agents can now prefill information in your tax return.

Make your views count in the 2016 APS Employee Census – Your views are crucial to understanding what we do well and what we need to improve.

Jawun: an unforgettable cultural experience – Meeting new people, listening to their stories, learning their way of life: hear from Susan about her visit to Arnhem Land as part of the Jawun program.



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From: News Hub
Sent: Tuesday, 26 April 2016 10:42 AM
Subject: News Hub 26 April 2016 - ATO's news service to start your day
[SEC=UNCLASSIFIED]

Categories: EC - News Hub

myATO News Hub



Tuesday 26 April 2016

Welcome to News Hub. Our articles are growing in number – thank you for your great article suggestions. Send us more!

What's happening this week

The Commissioner is in Melbourne for today's Enterprise Agreement information sessions. Remember to register via [ESS](#) if you wish to attend.

Commish

[Second Commissioner Neil Olesen discusses](#) last week's Small Business Digital Showcase and the positive feedback we received about our digital products and services for small business clients.

Latest news

[Better technologies arriving on a device near you](#) – Find out what technical solutions EST is bringing to our digital environment, such as a new Virtual Desktop Platform and soft tokens for remote access.

[New handy features on the ATO app](#) – Check out the new features on the ATO app – we're making it easier for taxpayers to manage their tax and super on the go.

Coming this week

Quit the red tape – Tired of red tape? Government agencies are working to simplify internal processes across the APS.

Live captioning service – You can use a live captioning service to transcribe words seconds after they are spoken as an alternative to face-to-face interpreting.

Improving your myATO experience – We're continuing to make improvements to the myATO homepage to help you find the right information and tools.

Register for an MSD Quick Check assessment – Take the musculoskeletal disorder (MSD) Quick Check assessment to help prevent body stressing injuries at work.

World's Greatest Shave – This iconic event is one of Australia's biggest fundraisers. Thanks to staff for their support for this worthy cause.

From: News Hub
Sent: Monday, 2 May 2016 10:58 AM
Subject: News Hub 2 May 2016 - catch up on the latest from your daily news service
[SEC=UNCLASSIFIED]

Categories: Newsletter

myATO News Hub



Monday 2 May 2016

Welcome to News Hub. Our articles are growing in number – thank you for your great article suggestions. Send us more!

What's happening this week

Today is a public holiday in Queensland and the Northern Territory.

The 2016 Federal Budget will be released on Tuesday 3 May.

Parliamentary sittings: both Houses are sitting this week, 2 – 4 May.

Commish

[The Commissioner discusses](#) a revision to our new organisational structure, which will now comprise of five Groups.

Latest news

[PM livestreams his vision for a 21st century Public Service](#) – The Prime Minister of Australia addressed the Australian Public Service last month to discuss his vision for a 21st century Public Service.

[PG&I alerts provide early warning to multinational taxpayers](#) – Taxpayer alerts have been issued to encourage multinational taxpayers to make informed decisions about their tax affairs.

[Our focus on phoenix activity](#) – Five new videos discuss phoenix activity and how

our clients can protect themselves from phoenix operators.

[Interact with the Future Workspace](#) – Have you had a chance to check out our Future Workspace? Try our new interactive map to see what it's like.

Coming this week

More features now available on mySAP Services portal – You can now add a personal email address, extend part-time agreements, and cancel retrospective leave in mySAP Services.

Government taxpayers to provide more grant and payment information – A new reporting measure means government taxpayers will need to start providing more grant and payment information to us.

Standing up for good health – We're starting to roll out on-desk sit/stand devices in selected sites, with more sites to follow soon after.