

## Personal Leave

### Recognition of Mental Health

Consistent with changes to the *Work Health and Safety Act 2020* (WHS Act), the agreement clarifies that references to illness include psychological ill health.

### A Single Leave Type

The personal leave clause has been amended to combine cumulative and non-cumulative personal leave entitlements. This change means:

- Employees will receive a total of 63.75 hours of cumulative personal leave on appointment, and an additional 48.75 hours of cumulative personal leave after 6 months' continuous service; and
- All unused personal leave entitlements will accumulate at the end of each anniversary year.

Employers should review leave balances and convert outstanding non-cumulative leave to cumulative credits.

### Commitments to Manage Mental Health

The agreement now includes commitments at clauses 26.15 to 26.17 to ensure a mentally healthy workplace, consistent with obligations under the WHS Act. Employers have discretion over the implementation of these commitments including reducing the stigma associated with psychological illness and providing assistance to employees to manage mental health.

In accordance with clause 26.16, employers must take action to identify and manage psychosocial risks. Resources that may assist Employers in this obligation are available from [Worksafe](#).

WHS Committees are to provide Joint Consultative Committees with advice on actions taken to assess and respond to identified risks, including any training implemented in response to workplace assessments.

### Access to Personal Leave – Planned Matters

Clause 26.27 has been amended to clarify that personal leave can be accessed for planned matters on either a one-off basis, or more regularly if they have a direct relationship to the ongoing management of an illness or injury. These matters should be organised outside of normal working hours or accommodated by flexible working arrangements or other leave if available. Such matters may include appointments with allied health professionals or specialists.

Employees are not required to provide evidence of an entitlement to personal leave for absences less than two consecutive days unless the Employer has reason to believe the absence may not be reasonable or legitimate. For ongoing planned matters, however, it is reasonable for an employee to provide supporting information, particularly if the period of access is likely to extend over such time as to accumulate to more than two days of leave.