Joint Union Log of Claims

Ambulance Victoria Management and Administrative Agreement (AVMA)
Log of Claims 2025

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APPLICATION & OPERATION OF AGREEMENT

General Claims

This is an initial log of claims. Unions (AEAV, AMPA & VAU) reserve the right to add, vary or amend claims throughout the course of bargaining.

Negotiations prior to nominal expiry date will be in good faith, with a view to conclude negotiations prior to the nominal expiry date.

The length of the Enterprise Agreement is proposed to be four years, as is standard within the Victorian public sector.

The scope of the Agreement will continue to apply to all roles currently employed under Schedules A, B & C.

AVEA 2024-28 Clauses

Conditions within the Ambulance Victoria Enterprise Agreement (AVEA) 2024-28 that are comparable in scope and application to the AVMA Enterprise Agreement, and are more beneficial or favourable to employees, are pursued as a claim within this log. The list below is not necessarily exhaustive:

- Bullying and Harassment
- Gender Equity
- Union Rights and Employee Representatives Training
- Representation for Disputes and Consultation
- Occupational Health and Safety
- Performance Management, Disciplinary Process, and Procedural Fairness
- Relief from Intensive Screen Duties
- Part-Time Employment
- Secure Employment
- Casual Conversion
- Statement & Termination of Employment
- Unsociable Shift Penalty
- Paid Meal Break
- Travelling Allowance
- Payment for Period of Leave
- Parental Leave
- Career Break
- Gender Affirmation Leave
- Assisted Reproductive Leave
- Bone Marrow and Organ Donor Leave
- Leave Without Pay
- Family & Domestic Violence

Harassment Referral Officers

Ambulance Victoria to establish the role of *Harassment Referral Officers*, who will be trained by the Victorian Human Rights Commission (VEOHRC).

Harassment Referral Officers will be tasked with promoting a safe and inclusive workplace by providing support for staff dealing with harassment or discrimination-related issues. This initiative will help ensure that all staff have access to the resources and support needed to foster an environment of respect and inclusivity within the workplace.

In recognition of these additional responsibilities, officers will be provided with an allowance of $16.00 per week.

COMMUNICATION & CONSULTATION

Performance Appraisal

Ambulance Victoria to ensure that all employees obtain an annual performance appraisal from their manager, focusing on:

- Employee Satisfaction & Engagement
- Career Progression & Development
- Training & Development Opportunities
- 360-Degree Feedback
- Recognition and Reward
- Workplace Challenges & Support
- Obtaining constructive organisational feedback and appropriate suggestions for improvement

The appraisal is to take place as scheduled; however, regardless of the outcome, employees will still progress to the next value range based on the established criteria, even if the performance appraisal is not completed.

Major Change consultation timeframes

Minimum 28 days unless by mutual agreement with parties.

Union Rights

Union representatives of all unions will be allocated 30 minutes to discuss union membership with new employees during employee induction.

Vacancy

Establish a process for dealing with vacancies, including work prioritisation if a position isn't backfilled.

Secondment

Will not be unreasonably refused by a manager, unless on critical business grounds that cannot be completed by others.

All-staff email access

Union representatives will be provided the ability to email all AVMA staff on an opt-out basis.

Provision of Staff List

At the beginning of each year, Ambulance Victoria will provide the unions with a list of employed staff, which will include the following details:

- Name
- Job Title
- Worksite

This will ensure that the union has the necessary information to effectively engage and represent staff during bargaining.

Facilities

Employees travelling between worksites on a regular basis as part of their role will be provided appropriate office space and facilities to conduct their work.

EMPLOYMENT ARRANGEMENTS

Bullying and Harassment

Clause 8.4 to include "with agreement by Complainant".

Clause 8.7 to include a reasonable timeframe not exceeding 14 days.

Limit the Use of Contractors & Prioritise Secure Employment

Ambulance Victoria to reduce its reliance on labour hire, temporary agency staff, and external contractors by prioritising permanent employment and investing in internal workforce capability through:

- Prioritising internal training and career progression
- Limiting external labour hire to a maximum of 3 months
- Ensuring fair remuneration and classification where work is similar
- Converting ongoing or regular contract work into permanent roles
- Consulting with the union before engaging contractors and reporting on use and conversions quarterly

In other than exceptional or unforeseen circumstances, fixed term appointments shall not exceed a maximum of two years.

Uniform

Ambulance Victoria to provide all uniforms, including corporate staff. Employees will not be out of pocket and shall have provisions for the appropriate uniform. Fleet and Property shall have access to PPE, uniform, Soft Shell jacket and wet weather gear for the purposes of attending branches, construction and representing the organisation, such as at ministerial and community events.

Redeployment

Ambulance Victoria to replace Clause 24.7 *Redeployment* in the AVMA2021 with clauses similar to Clause 30.5 - 30.8 *Redundancy* in the AVEA2024.

The following entitlements are sought for redeployed employees:

- Salary maintenance, including all applicable allowances, for redeployees who are demoted to lower salaried roles
- Access to re-training opportunities and secondments, either within Ambulance Victoria or through external public sector agencies.
- Access to Jobs and Skills Exchange Victoria.

Recognition of Service for Temporary Employees

Temporary fixed-term employees to have their time served recognised and counted toward their total years of service when appointed by AV on a permanent basis, for the purpose of calculating service-related entitlements. This recognition shall apply retrospectively to all previously contracted employees hired by AV over the last 3 years.

Overtime

Shall be paid at double time from commencement of overtime hours in excess of ordinary weekly hours (38).

Upward Relieving/Higher Duties

Higher duties to be paid at the applicable rate, as opposed to an allowance.

Higher duties to be paid for all shifts worked (including single shifts).

Clause 46.2 updated to include all employees covered by AVMA.

WAGES & RELATED MATTERS

Annual Wage Increases

Ambulance Victoria to provide employees an annual wage & allowance increase of 6% per annum.

Ambulance Victoria to provide a salary increase that accounts for the real wage decreases AVMA employees suffered over the life of the previous agreement.

0.5% annual lump sum payment (cost of living payment under Wages Policy) to be front loaded and paid following approval of the AVMA 2025 by the FWC as a single lump sum, and is not to be used to fund any outcome of the EA noting annual 2% increases during cost of living crisis

New Classification Structure

The AVMA 2021 Classification Structure (Schedule A & B) to be replaced with a new structure that will:

- Introduce updated minimum and maximum salary levels for each AV Grade.
- Include automatic annual progression points within each grade (such as AVEA 1, 3, 6, 9 & 12 years of service as per AVEA 2024), enabling employees to advance based on time served. Progression will not require an application, review, or manager approval.
- Maintain the relativities between AV Grades by ensuring progression points are structured fairly and consistently across all levels.
- Roles that directly line manage AVEA 2024-28 roles will have proportionate increases to ensure salary relativities are maintained.

Movement Between Value Ranges

Subject to an updated classification structure, Ambulance Victoria will provide an outcome to all job resize and reclassification review requests within 1 month.

Top of the Value Range Payment

Ambulance Victoria to provide an additional annual 2.5% salary lump sum "*Top of Value Range"/"Top of Band"* payment to employees who have reached the top of their value range and cannot progress further within that range without progressing to the next banding level.

Superannuation Contributions

Ambulance Victoria to provide an extra 1% superannuation contribution above the legislated employer contribution.

Ambulance Victoria to provide superannuation payments for the full length of parental leave.

POSITION CLAIMS

Fleet Management Centre Officers (FMC)

Ambulance Victoria to ensure the Fleet Management Centre Officers remuneration is aligned with comparable positions across the industry. At a minimum AV Grade 4.2.2.

Fleet Maintenance Co-Ordinator

Ambulance Victoria to ensure the Fleet Maintenance Co-ordinator remuneration is aligned with comparable positions across the industry.

Fleet Operations Co-Ordinator

Maintaining status quo relativities in wages between Year 6 FMO to the Fleet Operations Co-ordinator role.

Specialist Resource & Operational Equipment Coordinator

Update the classification of the *Specialist Resource and Operational Equipment Coordinator* position to **AV Grade 4.3**, to better reflect the scope, complexity, and responsibility of the role.

Schedule B roles alignment

The following roles will be aligned to Area Manager as minimum rates of pay, with commensurate CAA and access to AV supplied vehicle:

EMPC, CCM, MTO, MTC, MAO, MEM, MCPA, CLCC

Equity for comparable administrative roles

Union members seek pay consistency for the following roles:

- Executive Assistant (EA)
- Business Support Officer (BSO)
- Regional Administrative Officer (RAO)
- Complex Care Admin Support Officer
- Admin Support Officers reporting to a Director

Members seek recognition that these roles perform work of equivalent value and should therefore be remunerated consistently and at a minimum, within Band 4, in line with the highest-paid roles of comparable scope and complexity.

Pay Parity for Non-Operational Rosters Employees

Non-operational employees working in the rosters department to receive pay parity with operational colleagues performing the same or equivalent work under the Ambulance Victoria Enterprise Agreement 2024.

WORKING HOURS & ALLOWANCES

Working from Home

Ambulance Victoria will codify the Home-based Work Policy within the Enterprise Agreement.

Four-Day Workweek

Ambulance Victoria to implement a four-day work week that maintains 100% productivity, requires 80% of the usual work hours, and offers 100% of employee salary for non-operational and non-shift working employees.

Employees seeking arrangements to compress 5 day working weeks into 4 (IE. 10 hour shifts per day) will be allowed without a formal FWA application.

Commuted Availability Allowance

Ambulance Victoria to provide the following employees the Commuted Availability Allowance (CAA):

- Fleet Maintenance Coordinator
- Specialist Resource and Operational Equipment Coordinator
- Logistic Support Officer Special Resources
- Fleet Operations Coordinator
- Lead Communications Clinic Transport Service

Further detail, requirements and parameters to be provided for Rural Schedule B employees, in recognition of workload pressure.

Regional Director CAA to be rolled into base salary and roles to be translated to Schedule B.

Amend Clause 51.2

Employees rostered or directed to work ordinary hours on a Saturday or Sunday to be paid a loading of 100% of their ordinary hourly rate, derived from their annual salary.

This provision applies only to ordinary hours worked on weekends and does not impact the application of overtime entitlements under the agreement.

Where employees are required to work:

- More than 8 hours per day or 40 hours per week (FT employee) or
- More than agreed part-time hours, such overtime hours will attract the rates as prescribed under the agreement.

Those additional hours will still attract overtime rates as follows:

- Monday to Sunday - first two (2) hours 150%
- Monday to Sunday - after two (2) hours 200%
- Public Holidays 250%

Simplify Provision 54.12 (b) to

All Employee in receipt of the CAA shall be paid at overtime rates for all time worked outside ordinary hours, as a result of duties performed under the CAA provisions from the commencement of that overtime.

Categories and criteria to be simplified.

MOU Entitlements Grandfathered

The following entitlements in the Memorandum of Understanding (MOU) 2024, previously outlined within the AVEA2020, to be grandfathered to the new agreement:

Clause	Title
31.10	Shift Allowances
31.11	Special Rates for Saturday and Sunday
55.1(b)	Definitions of Shift Penalty
55.12	Annual Leave Loading
18.7 & 18.8	Public Holidays and Part-Time Employees

Training and Development Allowance

Ambulance Victoria to provide a minimum of five days of professional development training to Schedule A employees each year.

In addition, all employees will have access to a Training and Development Allowance of $5,000, which can be used for external professional development opportunities to support ongoing professional development.

Training & Development

Ambulance Victoria to provide the following training during paid time:

- Annual Conflict Resolution Training for Managers
- First Aid and CPR training every two years for non-operational staff during work hours
- Neurodiversity and Inclusion Training for all employees

Recognition of education qualifications

Ambulance Victoria to introduce education allowances recognising graduate and postgraduate qualifications (Eg. Masters, Grad Dip, or MICA) that contribute to the performance of their role.

Australian Nurses & Midwives Federation (**ANMF**) to be provided as a basis for conversation.

Public Transport Allowance for Sustainable Commuting

Ambulance Victoria to provide a yearly public transport (MYKI) allowance for staff who regularly commute to and from work using public transport.

The allowance will:

- Support staff with the rising cost of commuting,
- Encourage more sustainable travel options, and
- Reduce emissions in line with Ambulance Victoria's climate goals.

Payment in Lieu of Performance Incentive Scheme

Ambulance Victoria to grandfather Clause 29 *Payment in Lieu of Performance Incentive Scheme* of the AVMA2021.

Additional Duties Allowance

Ambulance Victoria to provide an *Additional Duties Allowance* of $100.00 per day for employees temporarily performing additional duties to their usual commitments.

Fire Warden Allowance

Wardens will be paid an allowance per week in line with First Aid allowance.

LEAVE OF ABSENCE

Annual Leave

All employees to receive an additional week of annual leave.
Mirror model award rights regarding direction to take annual leave:

- Direction at 8 weeks (or 10) if a shiftworker.
- Rights for employees to take leave if not approved when in excess.

Provide special arrangements for managing peak periods of annual leave to ensure equity of access.

Personal/Carers' Leave

Increase and clearly define the number of leave days available without requiring medical evidence.

- 5 days of *Personal Leave* per year without the need for medical evidence.
- 5 days of *Carers' Leave* per year without the need for medical evidence.

Increase Carers Leave to:

Years of Service	**AVMA Entitlement**	**Union Claim**
First Year	96 Hours (12 Days)	112 Hours (14 Days)
Second Year	112 Hours (14 Days)	128 Hours (16 Days)
Third Year	112 Hours (14 Days)	128 Hours (16 days)
Four Year	112 Hours (14 Days)	128 Hours (16 Days)
Fifth Year & Beyond	168 Hours (21 Days)	184 Hours (23 Days)

Transition to retirement plans to include personal leave without medical evidence requirements.

Compassionate Leave

Ambulance Victoria to provide an additional day of compassionate leave to employees when a member of the employee's immediate family or household:

(a) contracts or develops a personal illness that poses a serious threat to their life, for the purpose of spending time with them;

(b) sustains a personal injury that poses a serious threat to their life, for the purpose of spending time with them; or

(c) passes away.

Reproductive Health Leave

Ambulance Victoria to provide 12 days paid reproductive health leave per annum for the purpose of attending and recovering from specialty appointments and treatments and/or management of ill health/symptoms related to a reproductive health matter.

Parental Leave

Remove 12-month service eligibility for parental leave entitlements (paid or unpaid) & update to reflect NES.

Long Service Leave

Align service for LSL to mirror the beneficial amendments to the LSL Act in 2018, back dated to 2018.

Allow access and payment of long service leave to all employees after 7 years, including termination for any reason.

Accrued Day Off

ADO's will be able to be taken consecutively, and will not be unreasonably refused.

Purchased Leave

Change clause to: Employees are able to access Purchased Leave up to 44/52 ~~subject to business requirements and AV's approval.~~ and will not be unreasonably refused.

17.5% Leave Loading

Ambulance Victoria to provide annual leave loading of 17.5% to all employees.

Special Leave

Amend Clause 63 to read: "An Employee may be granted ~~up to four (4) days~~ leave with pay in exceptional circumstances ~~, where all other paid leave entitlements have been exhausted,~~ at the discretion of AV."

NAIDOC & Ceremonial Leave

Ambulance Victoria to increase NAIDOC and Ceremonial Leave to 5 days per annum.

Voluntary Emergency Management Activities Leave

Ambulance Victoria to provide paid leave to employees who engage in voluntary emergency management activities, covering:

- the time spent engaging in the activity
- travel time associated with the activity
- rest time immediately following the activity

Jury Service Leave

Ensure entitlements are aligned to the Juries Act in Victoria.