



COVID-19 PANDEMIC: PAYMENT IN LIEU OF ACCRUED LEAVE

The Premier has announced a new stimulus package which included a provision about access to accrued leave for the public sector workforce.

If a public servant has a family member who has lost their job and has moved onto Commonwealth benefits, they will be able to receive a payment in lieu of their accrued leave (recreation and long service leave) down to a limit of two retained weeks.

What does this mean?

Public sector employees may apply for a lump sum payment of their recreation leave and/or long service leave entitlements instead of taking the leave, provided they meet the eligibility criteria.

Employees may request any amount to be paid out, provided they retain a minimum of two weeks' recreation leave. Long service leave may be paid out to a zero balance.

What are the eligibility criteria and evidence requirements?

Evidence that the family member has moved onto Commonwealth benefits must be provided.

To access payment in lieu of recreation and/or long service leave, the applicant must provide justification detailing:

- current leave balance
- leave type and number of days requested to be paid out
- evidence of payment of Commonwealth benefits
- acknowledgement that the request for payment in lieu will potentially result in future leave being taken as leave without pay
- brief detail of the personal situation necessitating the request, including the relation of the employee to the family member who has lost their job and moved onto Commonwealth benefits.

What is the definition of family member for this provision?

For the purpose of this provision, 'family member' has been defined as:

- all family members living at the employee's residence, including siblings, parents, etc. and

- immediate family members (i.e. parents or children (including step and adopted)) of the employee, regardless of where they live.

Where can I find out more?

Shared Services SA will be sending a communication regarding the process for implementation. In the first instance, employees are encouraged to speak with their manager or Human Resources contact.

*This message has been authorised by Erma Ranieri, Commissioner for Public Sector Employment,
Office of the Commissioner for Public Sector Employment.*

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