

FACT SHEET

PREPARATION OF REPORTS AND BRIEFS

Is Protected Industrial Action lawful?

Yes. Not preparing weekly administrative reports (where they are not required for operational decision making), briefs to the Commissioner, and briefs for senate estimates is deemed lawful and protected.

Do I need to time-record this PIA?

No, as you will be undertaking other duties.

We do recommend that you make a diary entry that you've taken PIA and record the time and date.

What do I do if my supervisor challenges me regarding PIA?

Politely tell your supervisor that you are undertaking PIA approved by the Fair Work Commission.

Please then submit an AFPA Industrial Action Incident Report Form and the AFPA will engage with your supervisor on your behalf.

If the matter is urgent, please call the AFPA office on (02) 6285 1677.

How do I take part?

This is a ban on the preparation of:

- weekly administrative reports that do not require operational decision making and are for information only,
- briefs to the Commissioner, and
- briefs for Senate Estimates.


Does the PIA include not doing reports on PROMIS or IMS?

No, you must continue to do reports and write-offs as you would normally do on PROMIS and IMS.

**AFPA Industrial Action
Incident Report Form**



Any issues please contact the AFPA via

 (02) 6285 1677

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