

## PLANT HEALTH ACT 2009

### PIRSA Inspections

We have had a number of members express concern regarding the number of times recently that they have been audited by PIRSA in regards to the IVCA scheme. The concerns raised were in regard to what the Nursery / Garden Centre / Hardware store felt were an excessive number of audits and not in regard to any other concerns regarding Inspectors or so much the content of inspections. If you have a concern please contact the HASA office or PIRSA Bio Security-Plant Health (1300 666 010) with your thoughts and testimony regarding frequency of Inspections and any other concerns that we can raise with PIRSA.

In general terms PIRSA Biosecurity have been pleased with the way the Horticultural Industry has adapted to the changes to the Plant Health Act 2009 that took effect in August 2009 throughout South Australia.

The IVCA (Interstate Verification Compliance Arrangement) Scheme has meant that:

- Freight companies became responsible for declaring all green life coming into SA before it reaches the border
- The exporter of green life into SA is responsible for filing a PHC (Plant Health Certificate) for all plants that are non compliant; these include such varieties as grapevines, fruit trees, pinus, allium, tomatoes etc.
- Any SA receiver of green life must be registered with PIRSA
- Receivers in SA of non-compliant plants that require a PHC must be certificated with PIRSA under the IVCA scheme in order to self inspect and certify that stock is not diseased.

## WORKPLACE BULLYING POLICY

### Do you have a workplace bullying policy?

Occupational Health and Safety (OH&S) legislation in Australia requires employers to systematically address the risks of workplace bullying in their organisation, and to apply a risk management process to identify and control incidents of workplace bullying.

HASA will soon have available for release a Workplace Bullying Policy Template that can be instantly applied to your business to ensure that all staff, contractors, suppliers, clients, customers, stakeholders and visitors, when engaged in your businesses activities, are aware of what constitutes bullying, and agree to behave in a manner consistent with your businesses values.

#### Topics Covered:

- Intent of Workplace Bullying Policy
- Objectives of the Policy

- Scope of Bullying Policy
- Expected behaviour
- What is Workplace Bullying?
- Who may be involved?
- Type of Bullying Behaviours
- Responsibility for implementation of the Policy
- Consequences of failure to act
- Dealing with breaches of this Policy

The Workplace Bullying Policy Template will be provided as a WORD template document, which can be edited and customised to your organisation's requirements. It can be implemented immediately to ensure that all persons within your organisation are aware of their rights and responsibilities in regards to bullying.

Can you afford not to have a workplace bullying policy?

## DISCOVERING BUSINESS SA

All HASA members who are new members of Business SA have the opportunity to "Discover Business SA".

This event provides an overview of all Business SA services in a workshop environment together with an opportunity to network with other businesses. The information sessions include:

- Learning and development
- Consulting
- International Business
- Advocacy
- Apprenticeships
- Business Advisory Centre

This exclusive event is complimentary and by invitation only to all potentially new members and signed new members.

These nights are held both regionally and centrally at head office. Below are the upcoming dates and locations:

- Murray Bridge – Tuesday 3 August
- Adelaide – Tuesday 10 August
- Berri – Wednesday 18 August
- Port Lincoln – Wednesday 25 August
- Port Augusta – Wednesday 22 September
- Mt Gambier – Tuesday 28 September
- Adelaide – Tuesday 12 October
- Clare – Tuesday 19 October
- Barossa – Wednesday 3 November
- Adelaide – Wednesday 24 November

To register contact Cindy Jackway at Business SA on (08) 8300 0247 or email [cindyj@business-sa.com](mailto:cindyj@business-sa.com)

## From The President

Hello and greetings for this winter edition of the HASA newsletter.

The AGM is on Wednesday 28th July and I look forward to seeing as many of you that can attend. It is an opportunity to get together with your peers in our industry for a pleasant evening out, with good food and entertainment.

### OH&S HANDBOOK

This publication is now available and a copy has been sent out to you with order forms. These booklets are prepared for you to supply to your new employees [and existing if you think appropriate] to assist them in understanding fundamental workplace safety. Please order some copies so you have some on hand.

### OH&S MANUAL

A review is now completed and substitute pages will be forwarded to you shortly.

It concerns me that looking through the list of stores that hold the manual there are a number that do not.

By law you must have a safety policy and that policy must be readily available to all your employees.

If you do not have a manual in each store or place of business [this applies to suppliers as well] contact Denise for a copy for \$150.00 + GST, Postage & Packing.

These manuals are set up so they can be tailored to your business.

In the future we are looking at providing the manual electronically.

### TRAINING

I am pleased to report (after a lot of hard work recruiting participants) that we have 10 new students enrolling in the Certificate IV/Diploma Course in Retail Management funded by the Federal Government's Productivity Placements Program. I wish the

students all the very best with their studies.

### BUSINESS SA

HASA was invited to sit on BSA's Workplace Development Advisory Group. I have attended a couple of meetings the last one being on the 6th July. There we had discussions with Jack Snelling Minister of Training and Employment. He has released a white paper titled Skills for All. It is aimed at improving skills in the workplace through the VET scheme.

Details can be obtained through the website [www.dfeest.sa.gov.au/skillsforall](http://www.dfeest.sa.gov.au/skillsforall). Submissions are required by 13th August.

Executive Officer Paul Anderson has now secured reduced costs for our Supplier Members to become members of BSA. Please contact Paul for more details.

### IHA

The International Hardware and Homewares conference will now be held in Las Vegas from 10-12 May 2011. Please go to [www.IHA2011.com](http://www.IHA2011.com) for details. This conference will coincide with the National Hardware Exhibition. I attended this year's exhibition and is certainly worth the effort.

We are looking into arranging packages so please contact me if you are interested.

For this or any other matter you would like to discuss I am available at [rod@bannerhardware.com.au](mailto:rod@bannerhardware.com.au) or 0409 747 819

Things are a bit tough with business at present but hang in there.

Until next time,

**Rod Evins**  
President, HASA



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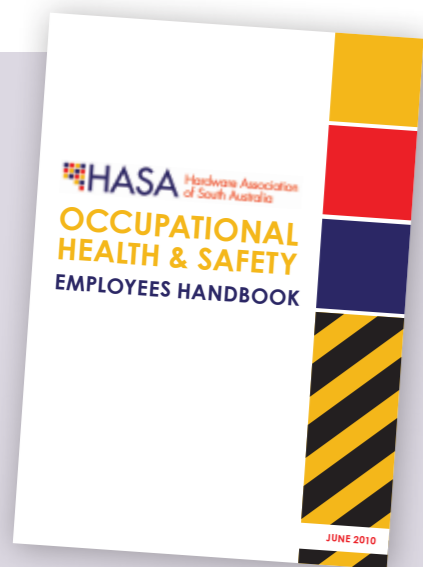
# ANNUAL GENERAL MEETING

At Rydges South Park, corner South and West Terraces, Adelaide (parking at rear).

Wednesday 28th July 2010, 6.30pm for 7.00pm start

Come and enjoy a 3 course meal, fellowship and the many faces and voices of Sebastian Scott, such as Joe Cocker, Peter Allen, Pavarotti, and just for the ladies... Julio Iglesias!!

Cost: \$75 per head (drinks at own cost).



## NEW RELEASE – OH&S Employees Handbook

Included with this Newsletter is a copy of the newly released "Occupational Health & Safety Employees Handbook."

The new edition of the handbook is a must for all new employees or for those employers who intend to "refresh" current staff in matters relating to OH&S.

There are so many changes taking place in current state legislation that it is in your best interest as an employer to ensure you keep your staff fully informed.

The cost of the handbook is \$5.00 + GST, postage and packing.

To obtain your copies either phone or email Denise Andrews, HASA Secretary on (08) 8254 2841 or at hasa2@ozemail.com.au

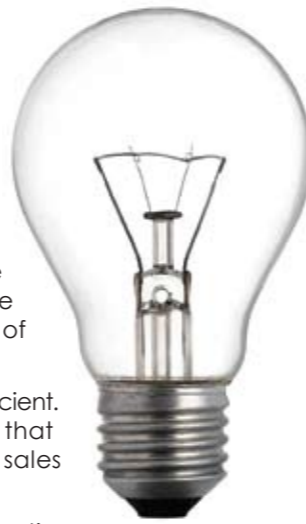
## Further Information on the CFLs

### Which lamps will be phased out?

The Australian Government is targeting lamps that have an efficiency of less than 15 lumens per watt. Lumens are a measure of light output and watts are a measure of energy input.

The traditional pear-shaped lamps (GLS) are the least efficient. They were phased out first, with an import restriction that applied from 1 February 2009. This was followed by a sales restriction from November 2009.

More efficient types - lamps known as halogens - will continue to be available, but the least efficient of this group will be phased out over time. Mains voltage (240v), and low voltage lamps (12v- typically used in down lights), are the common types of halogen lamps. Low voltage does not mean low energy use.



### Light Globe Conversion Table

Incandescent	Compact Fluorescent Lamp (CFL)*	Mains Voltage Halogen (MVH)**	Light output in lumens (lm)
25W	5-7W	18W	220lm
40W	7-8W	28W	420lm
60W	11-12W	42W	720lm
75W	13-18W	52W	930lm
100W	18-23W	70W	1300lm

This table compares traditional incandescent light bulb wattages with the equivalent compact fluorescent lamp (CFL) or mains voltage halogen (MVH) lamp.

### Staging of Phase-Out

Staging is proposed as shown in the following table. This timetable has been agreed with Lighting Council Australia.

Enforcement Date for Import* (subject to annual review)	Enforcement Date for Sale (subject to annual review)	Products Required to Comply
Oct 2008	Oct 2009	<ul style="list-style-type: none"> <li>GLS</li> <li>ELV halogen non-reflector</li> <li>CFL's</li> </ul>
Oct 2009	Oct 2010	<ul style="list-style-type: none"> <li>&gt;40w candle, fancy round and decorative lamps</li> <li>Mains voltage halogen non-reflector</li> <li>ELV halogen reflector</li> </ul>
Oct 2011	Oct 2012	<ul style="list-style-type: none"> <li>Mains voltage reflector lamps including halogen (PAR, ER, R, etc.)</li> <li>&gt;25w Candle fancy round and decorative lamps</li> </ul>
To be determined dependent on availability of efficient replacement product		<ul style="list-style-type: none"> <li>Pilot lamps 25w and below</li> </ul>
Beyond 2015		<ul style="list-style-type: none"> <li>All incandescent lamps</li> </ul>

### Desired Result

Conventional GLS lamps effectively eliminated from the Australian marketplace. CFL's to dominate.

HASA would like to thank and acknowledge Michael Pelham of PJ White for providing this information.

## ARE YOUR EMPLOYEES COVERED BY THE CORRECT MODERN AWARDS?

### What are Modern Awards?

Modern Awards replaced all existing NAPSAs, Pre-Reform and Transitional Awards on 1 January 2010.

### How do I know which Modern Award covers my business?

Transitioning into the new award system may not be simply swapping an old award with a Modern Award that is similar in name as the new awards are determined by the operational characteristics of your business, are industry-based and may have greater classification structures.

For example, the new General Retail Industry Award now includes classifications for clerks and drivers; therefore, under the old award system, a retail business employing retail and clerical staff and drivers would have been covered by several awards but in the new system one award will cover such employees.

Therefore you will need to analyse your business's work activities and the type of employees you employ to determine which Modern Awards may be applicable.

### How do Modern Awards differ from previous awards?

Not only are Modern Awards industry-based, they may also differ significantly from previous awards in relation to the provisions an employee is entitled to.

For example, the General Retail Industry Award differs significantly compared to the Retail Industry (SA) Award which it replaced, by the inclusion of part-time provisions, an amendment to the definition of retail, and changes to casual loading, penalties, uniform and laundry allowances and the maximum hours of work.

### What are transitional provisions?

To assist you in managing the cost impacts of the introduction of Modern Awards and protect employees from an immediate reduction in pay, transitional provisions in most Modern Awards have been created to gradually phase in such increases/decreases over a period of time, effective from 1 July 2010.

### What does my business need to do?

It is essential to ensure that all your employees are covered by the correct Modern Awards.

In addition, with the introduction of the Modern Awards and transitional provision, your payroll systems, human resources and administration functions may also have to be updated due to the reclassifying of staff, as well as reviewing and amending contracts to reflect new wage rates, penalty rates, allowances and classification structure.

Failure to comply with the correct awards, wages and entitlements may result in significant penalties.

### Where can I get more information?

As a member of Business SA and subscriber to the Award Service, we can determine which Modern Awards cover your employees, as well as providing critical advice and interpretation regarding such awards, associated transitional provisions and related wage rates. Subscribers will also be able to access our one-on-one Modern Award Advisory Service.

Business SA is also conducting information sessions on the key features of the new award system, employment conditions and applicable transitional provisions that will affect your business and employees. As the Modern

Awards and the National Employment Standards (NES) work together, it is recommended that businesses attend these sessions before attending the Transitional Provisions session.

### AT THE MODERN AWARDS SESSION FIND OUT:

- The key features of Modern Awards
- About award flexibility and high income earners
- The impact and points for consideration regarding Modern Awards

11.00am - 1.00pm

July 14, September 15, November 10

### AT THE NATIONAL EMPLOYMENT STANDARDS (NES) SESSION FIND OUT:

- What the NES are
- How the NES will apply
- Who the NES will apply to
- How the NES and Modern Awards will interact with each other

8.30am - 10.30am

July 14, September 15, November 10

### AT THE TRANSITIONAL PROVISIONS SESSION FIND OUT:

- Which Modern Awards are subject to transitional provisions
- How to calculate transitional rates of pay and penalties and loadings
- How to apply the annual wage increase to transitional rates of pay

9.00am - 11.00am

July 21, August 17, Sept 23, November 17

### AT THE FAIR WORK OVERVIEW SESSION FIND OUT:

- The key features of the Fair Work Act
- How to ensure your business complies with the laws

9.00am - 12.00 noon

August 18, October 7

### AT THE ENTERPRISE AGREEMENT SESSION FIND OUT:

- What type of enterprise agreements are available
- What can be included in an enterprise agreement
- How to meet the good faith bargaining requirements

11.00am - 1.00pm

August 11, October 26, December 1

### AT THE UNFAIR DISMISSALS SESSION FIND OUT:

- What is an unfair dismissal
- How to avoid an unfair dismissal
- Who is excluded from an unfair dismissal

8.30am - 10.30am

August 11, October 26, December 1

### Cost per session:

Members \$88.00 incl GST

Non members \$121.00 incl GST

### To register,

or for more information and venue details visit: [www.business-sa.com/events](http://www.business-sa.com/events)

Phone: (08) 8300 0103

E-mail: [customerservice@business-sa.com](mailto:customerservice@business-sa.com)