

SIX STEPS TO ANNUALISED SALARY COMPLIANCE



Employers need to review employment contracts and update HR and payroll practices to comply with the new annualised salary rules being introduced by the FWC into 22 modern awards.

Six steps to annualised salary compliance:



1. Find out which awards apply to employees



2. Work out which job classification employees fall into



3. See if the applicable award is one of the 22 awards being changed



4. Consider whether employment contracts may require amendments



5. Review timekeeping/rostering system



6. Conduct reconciliation after 12 months from an employee's start date, or at termination



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