



# Retention payment

**Ongoing and non-ongoing employees who have been employed for the qualifying period and who are employed at 19 June each year are eligible for a retention payment.**

The qualifying period used to calculate retention payments is from 20 June the previous year to 19 June each year.

Applies to:

- ✓ On-going employees
- ✓ Non-ongoing employees
- ✗ Casual employees

## Payment provisions

- [Enterprise Agreement](#)), Clause 19
- Eligible employees paid 1% **annual retention payment**
- **Recognised prior service** is included in the qualifying period (as specified at cl. 51.1-51.2 [Enterprise Agreement](#))
- For eligible employees on **temporary transfers** on 19 June, the transfer salary is used in the calculation of the retention payment if the employee has been on a transfer for 12 months or more
- For employees who have worked on a part-time basis the retention payment will be 1%, based on their part-time salary (cl. 19.5 [Enterprise Agreement](#))



Jane has been employed as a non-ongoing employee for the period including 20 June to 19 June the following year. Jane is an EOB employee but was temporarily transferred to another office as an EOC during that entire period.

Jane will be paid the 1% retention payment based on the EOC salary (and applicable allowances).

Samuel has been a part-time Assistant Adviser for the past 3 years. In August last year he commenced acting as an Adviser in a new office. He works four days a week. His part-time salary is 80% of the Enterprise Agreement full-time rate. At June this year he was entitled to the retention payment of 1% applied to his part-time salary (and allowances) as an Assistant Adviser.