



20 March 2020

Overtime and recall – how does it all work?

With Covid-19 increasing the workloads of our members in many places, we thought it is timely to update advice about overtime and recall to work. What's the difference? How does it work? What should I get paid?

What's the difference?

Fundamentally, overtime is the performance of additional hours performed on top of your normal contracted hours. It may be additional hours worked at the end of a shift; it may be working hours on a day you would not normally work. Recall is always overtime, but overtime is not necessarily recall.

What is recall?

Recall is literally being recalled to work when you are off-duty. It does not matter whether you are on-call at that time or not, if you are recalled to work when off duty, it is re-call.

If you are physically recalled to work, the payment is for a minimum of three hours commencing from the time you are notified of the need to return to work to the time you return home. (clause 59.2)

Remote re-call

If the recall is by telephone or other electronic means (such as email, text, remote log-in) and *does not require physical attendance or any duty to be performed in* at the workplace, the minimum payment is for one hour's overtime. (clause 59.3)

Payment for recall

Recall is paid at the following rates (see clause 59.2 (a))

- (i) *Within a spread of twelve hours from the commencement of the last previous period of ordinary duty - time and a half.*
- (ii) *Outside a spread of twelve hours from the commencement of the last previous period of ordinary duty - double time.*

Links with on-call

On-call is a period of time rostered (normally in twelve-hour blocks) when an employee is not on duty but is required to attend if the need arise (re-call). All work attendances under this arrangement are regarded as re-call and re-call rates for work will apply.

You can also be recalled when you are not on-call and this may well happen in a situation of high workload or significant staff absence.

Overtime

Overtime is normally worked contiguous with a rostered shift or is work planned for a day you would not otherwise be rostered and are not on-call.

For overtime contiguous with a rostered shift there is no minimum amount of overtime that must be paid.



For overtime worked on a non-rostered day, it is the view of the union that workers should not be rostered for less than three hours.

Part-timers

For part time workers, overtime contiguous with a rostered shift is paid at overtime rates wherever work is performed in addition to the normal full-time rostered shift length for that work area. For example, if full-timers work 8-hour shifts, it is paid after 8 hours. If full-timers work 10-hour shifts, it is paid after 10 hours.

If a part-time employee agrees to perform an additional shift on a non-rostered day, they will be paid at ordinary time rates for that work. Note: they should also accumulate annual leave and personal leave for the time worked. They will also be paid the appropriate shift allowance where applicable.

All work performed above 76 hours for the fortnight is paid at overtime rates.

Payment for overtime

See clause 58.2 (f):

- (i) *in excess of the ordinary hours' work on any one day - time and a half for the first two hours and double time thereafter.*
- (ii) *outside a spread of twelve hours from the commencement of the rostered period of duty - double time.*

Ten hour break

After working overtime or recall, you should be provided with a ten hour break before you commence your next shift.

If you work so such overtime or recall that you have not had the opportunity for a ten hour break before you commence your next shift, you should either not be required to attend work until ten hours after you finished your last shift (without loss of pay) or if you are required to start at your normal rostered time you should be paid double time for all hours worked until you have had a ten hour break. (see clauses 58.2 (c) and (d) for recall and 59.2 (b) and (c) for overtime.

Where can I look up the Enterprise Agreement?

You can find a link [here](#)

Got a question?

Email us at enquiry@msav.org.au or call us on 9623 9623.