

## **Department of Queensland Transport- Driving Examiners-**

Mr Alex Scott  
General Secretary  
Queensland Public Sector Union  
PO Box 15175  
City East Queensland 4002

Dear Mr Scott

### **QPSU Log of Claims- QT Driver Examiners**

Queensland Transport (QT) was served a log of claims by your union relating to the department's Driver Examiners. The log of claims was included by your union as an agency specific claim under the core enterprise bargaining log.

The matters in the claim have been in negotiations for some time now and the outstanding items have been through a further round of negotiations in the last month.

Officers of my department who have been involved in the negotiations have been advised that there is now in-principle agreement to all the items in the log.

Yours sincerely

Bruce Wilson  
**Director-General**

## Departmental Response Re Driver examiner Log of Claims-QPSU

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- 1. Number of tests per day: 9 tests per day 50 minute booking window. Actual tests 35-40 minutes max on road, reverting to original Q-SAFE agreement.***

### **QT Response:**

As a government agency the policy is to abide by QIRC recommendations. The department will implement the recommendation of Commissioner Asbury as follows.

On the non RDO week of a rostered fortnight apart from Wednesday which has a customer free time, each Driver Examiner who tests cars only during that fortnight will be entitled to one 45 minute break either side of a morning or afternoon rest break or either side of lunch. This break from testing will allow DE's to undertake administrative duties associated with their work. They will not be expected to undertake counter duties during this break.

Each Customer Service Centre manager will with consultation with the Driver Examiners determine the relevant break which will be contingent with the 45 minute admin break.

- 2. Professional development: One full day per fortnight for professional development. Multi-skilling is optional and should not impact on the DE occupational group or conditions.***

### **QT Response:**

This item is resolved as per the Core EB 2006.

- 3. On-going training: Training which relates in nature to occupational specific issues.***

### **QT Response:**

As above. QT will agree to form a working group who will meet every two months to work on operational issues with the union. This item may be also addressed at this level within the confines of the whole of government professional development process.

- 4. First Aid: All examiners to complete first aid certificates in work time. This includes annual maintenance of the certificate. All examiners to be paid a first aid allowance.***

### **QT Response:**

The department has agreed to providing first aid training to all driver examiners who wish to undertake the training and to maintain that currency at no cost to the individual Driver Examiner. Designated First Aid Officers will be at the discretion of management and will be determined at each workplace in line with departmental policy. Those employees who are designated workplace First Aid Officers will receive the allowance as provided for in the Public Service Award – State 2003.

- 5. Mobile Phones: All CSC's to be issued with mobile phones. Phones are to be allocated to Driver Examiners while on tests. In accordance with Mobile Phone Policy.***

### **QT Response:**

**Driving Examiner Issue and Use of Mobile Phone Procedure**

1. All permanent and temporary driving examiners are allocated a mobile phone for use in emergency circumstances. Use of the mobile phone will be in accordance with the department's Phone Services (Mobile and Fixed Line) Policy and Procedures.
2. Driving examiners may use the mobile phone in urgent or emergency situations (for example, car accident, running out of petrol, health issue, traffic conditions).
3. The mobile phone is allocated to individual driving examiners and is recorded on the department's asset register.
4. The mobile phone is to be secured in the driving examiner's departmental office at the end of each day, unless otherwise approved by the driving examiner's manager.
5. If the driving examiner is scheduled to travel to another testing centre the next day then the mobile phone can be retained over night.
6. Driving examiners cannot take a mobile phone on periods of planned leave.
7. The mobile phone cannot be used by driving examiners for personal use unless authorised by a manager (for example, to advise a family member of arrival at another testing centre when travelling). Any authorised personal use will be in accordance with the department's Phone Services (Mobile and Fixed Line) Policy and Procedures.
8. The mobile phone may be left on "silent" during a driving test.
9. Emergent Driving Examiners are required to sign a mobile phone "out" and "in" at the commence and end of:
  - a. a full day;
  - b. performing a number of sequential driving tests; or
  - c. Individual tests.
10. These procedures will be reviewed 6 months after implementation.

**6 *Uniform: DE's to receive initial uniform issue and replacements as required.***

**QT Response:**

Uniforms are provided to all Driver Examiners and replaced on a wear and tear basis as per the Public Service award – State 2003.

**7 *Uniforms: Any employee performing DE duties be required to wear the approved DE uniform while conducting these duties. To ensure consistent and professional presentation.***

**QT Response:**

The QPSU has withdrawn this claim on the basis that the parties have agreed to address this issue by the working group agreed to in item 3 above.

**8 *Career Path: Provide commitments for Driver Examiners to access enhanced career paths beyond AO3.***

**QT Response:**

As previously agreed, the working group will meet every two months to work on operational issues with the union. This item may be also addressed at this level within the confines of the whole of government professional development process.

- 9 ***CSO: Any person performing DE tasks should hold all base grade DE qualifications and meet the requirements of the DE Position Description and Work profile and hold a current first aid certificate.***

**QT Response:**

CSO's undertaking Driver Examiner duties will only do so where they hold the appropriate qualifications.

- 10 ***Position Description: The current Driver Examiner Position Description be reviewed with a committee formed with equal representation from both union (QPSU) management.***

**QT Response:**

The position description for Driver Examiners will be reviewed by the above mentioned working group.

- 11 ***Consultation between the DECIG and management regarding any proposed changes or revision of the driver assessment system. This includes the Q-SAFE assessment tool/or any subsequent system employed by the department. This consultation is to be made at the earliest possible instance in the development of any such proposal.***

**QT Response:**

Driver Examiners will be included as part of the consultation process on any proposed changes to Q-Safe. It is agreed that consultation needs to occur as early as possible

- 12 ***Workplace Health and Safety: All test vehicles must be fitted with approved seatbelts for all occupants (route service busses exempted). Class C vehicles to be fitted with a centre mount handbrake to be regarded as a suitable vehicle for a test.***

**QT Response:**

QT will not allow examiners to be place in a dangerous position in the conduct of their duties.

- 13 ***Leave: Unless there are exceptional circumstances leave shall be approved provided one months notice has been given.***

Leave will be managed by balancing business needs with staffs' needs. Early notification of planned long periods of leave will assist the manager of the workplace in providing approval as early as possible and in trying to meet the needs of all staff. Approval of leave will take into account issues of equity and previous leave patterns.

- 14 ***No assessment function currently carried out by Driver Examiners be outsourced to private competency based assessment***

**QT Response:**

The department will abide by government policy, in relation to outsourcing as per the new certified agreement.

- 15 ***Staffing levels: A review of Driver Examiner staffing levels to be undertaken by the department within 6 months of the certification of this agreement. With an undertaking to increase levels proportionate with the increase in service demand, reviewed annually.***

**QT Response:**

Staffing levels are determined taking into account government priorities and overall resourcing levels.

- 16 ***That management commit to undertaking open and honest consultation with the DESIG on any proposed changes to Driver Examiner working conditions, including changes to management and reporting structures. This consultation is to be made at the earliest possible instance in the development of any such proposal.***

**QT Response:**

Consultation is an integral part of any change process and will be undertaken in accordance with the requirements of the core EB Agreement 2006.

- 17 ***Bi-annual full day meetings of all Driver Examiners in each region as a minimum. Also a minimum of one full day meeting every three months for Examiner work teams.***

**QT Response:**

A need for a state wide and regional consistency is agreed however the number and attendance at meetings will depend on issues under discussion and business need. This will be dealt with at the working group level.

- 18 ***This Log of Claims is to be incorporated into the existing MOU to develop a complete agreement.***

**QT Response:**

Items that can be settled via an Exchange of Letters or as administrative arrangements will be progressed in such a manner. Other items will be placed in a schedule to the Public Service award-State 2003 or dealt with where the agreement allows in the Core Enterprise Bargaining Agreement 2006.