

Released under FOI



Australian
Competition &
Consumer
Commission

ACCC allowances policy

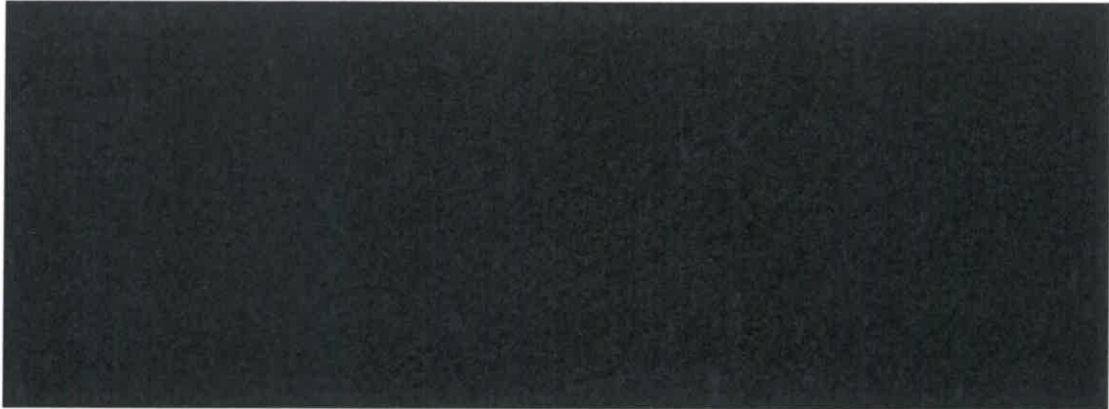
September 2018

Released under FOI

Introduction..... 2

Allowances 2

Healthy lifestyle reimbursement 2



Dispute resolution process..... 5

Further information..... 6

Released under FOI

Introduction

1. The purpose of this policy is to outline the provisions relating to the rates and eligibility of ACCC/AER allowances.
2. These provisions aim to ensure that an employee is not financially disadvantaged by costs reasonably incurred in the course of their official duties and to recognise and support employees' health and wellbeing.

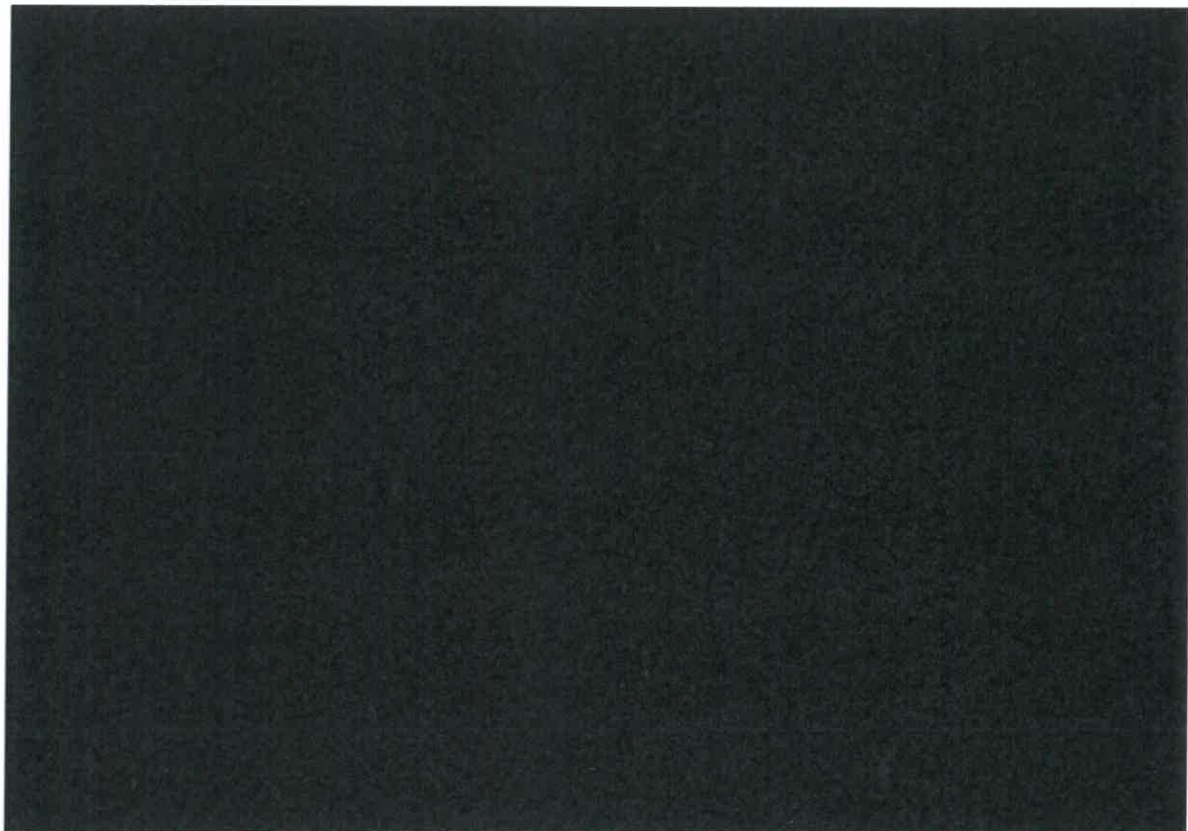
Allowances

Healthy lifestyle reimbursement

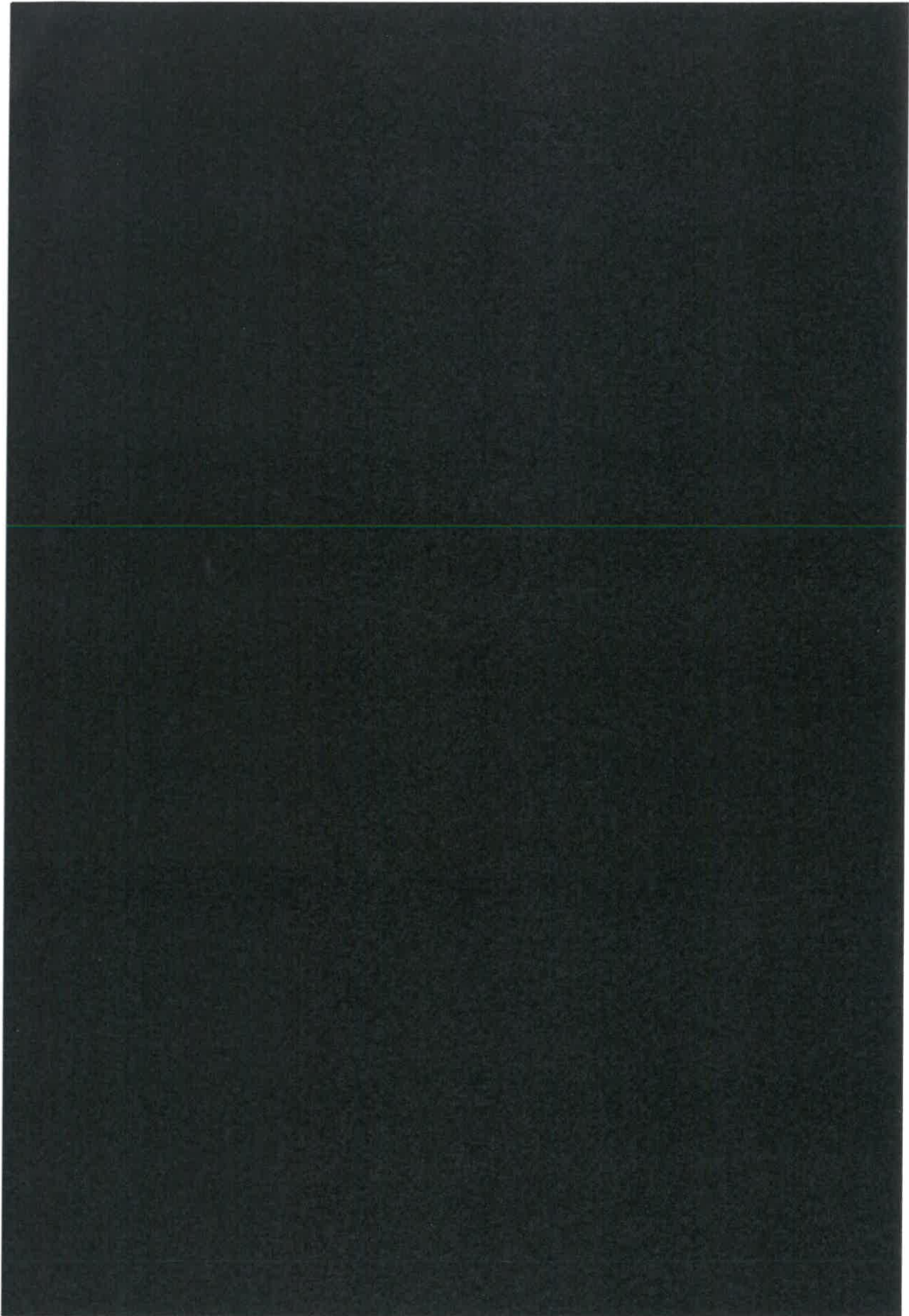
3. To be read in conjunction with clause 229 of the 2016-2019 Enterprise Agreement.
4. Further information: [Healthy Lifestyle Reimbursement intranet page](#).
5. Employees must submit the Healthy Lifestyle Reimbursement application and relevant documentation to Finance Branch through Finance 1 in accordance with instructions. The application can be submitted during or prior to the claim period.
6. If an employee is absent from work during the claim period, they can submit relevant documentation for processing prior to this time, email hr@acc.gov.au.

Payment

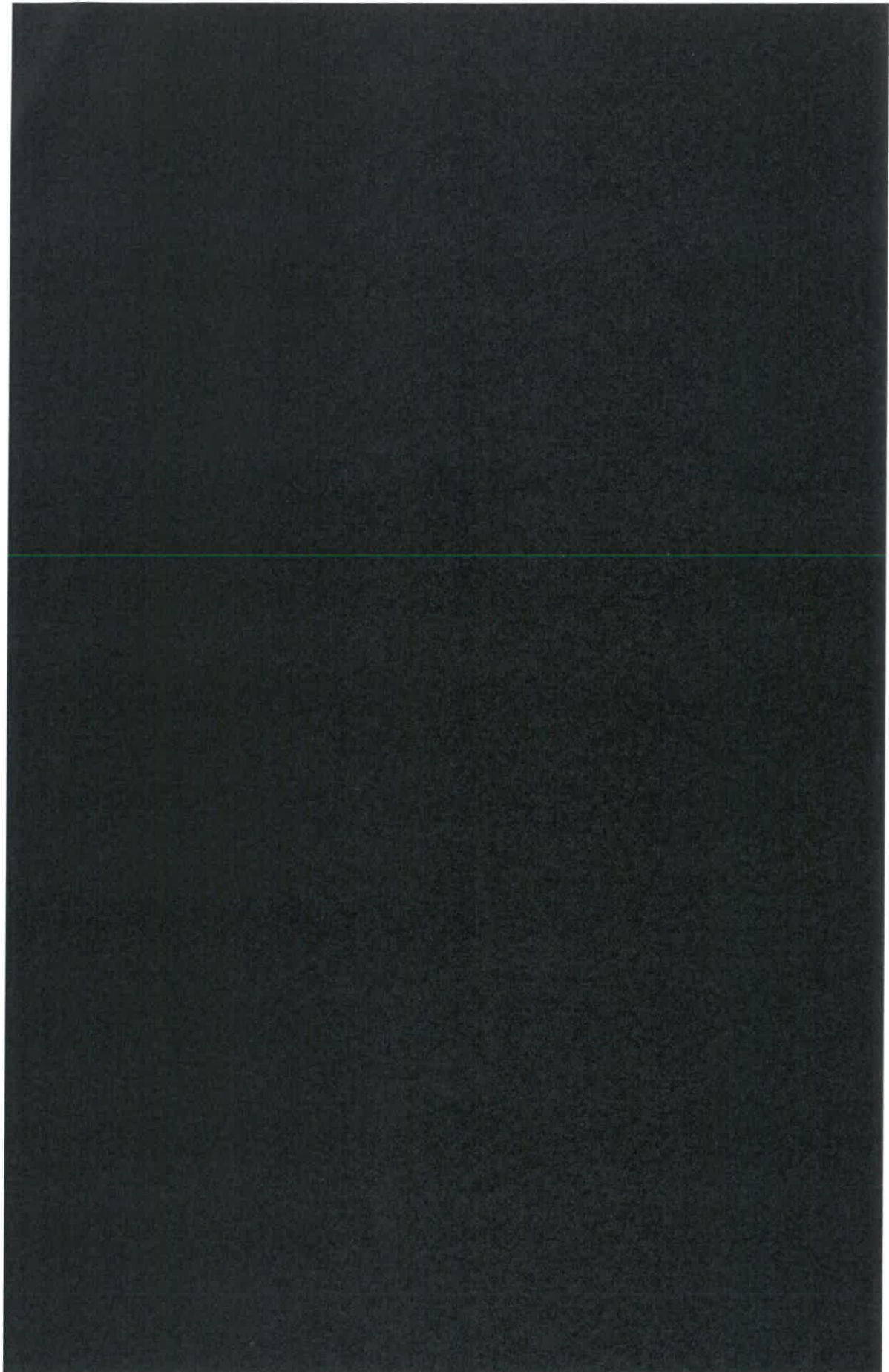
7. Reimbursements will be processed in mid-April or on leaving the agency. The payment will appear in the employee's nominated payroll bank account at the time of payment.

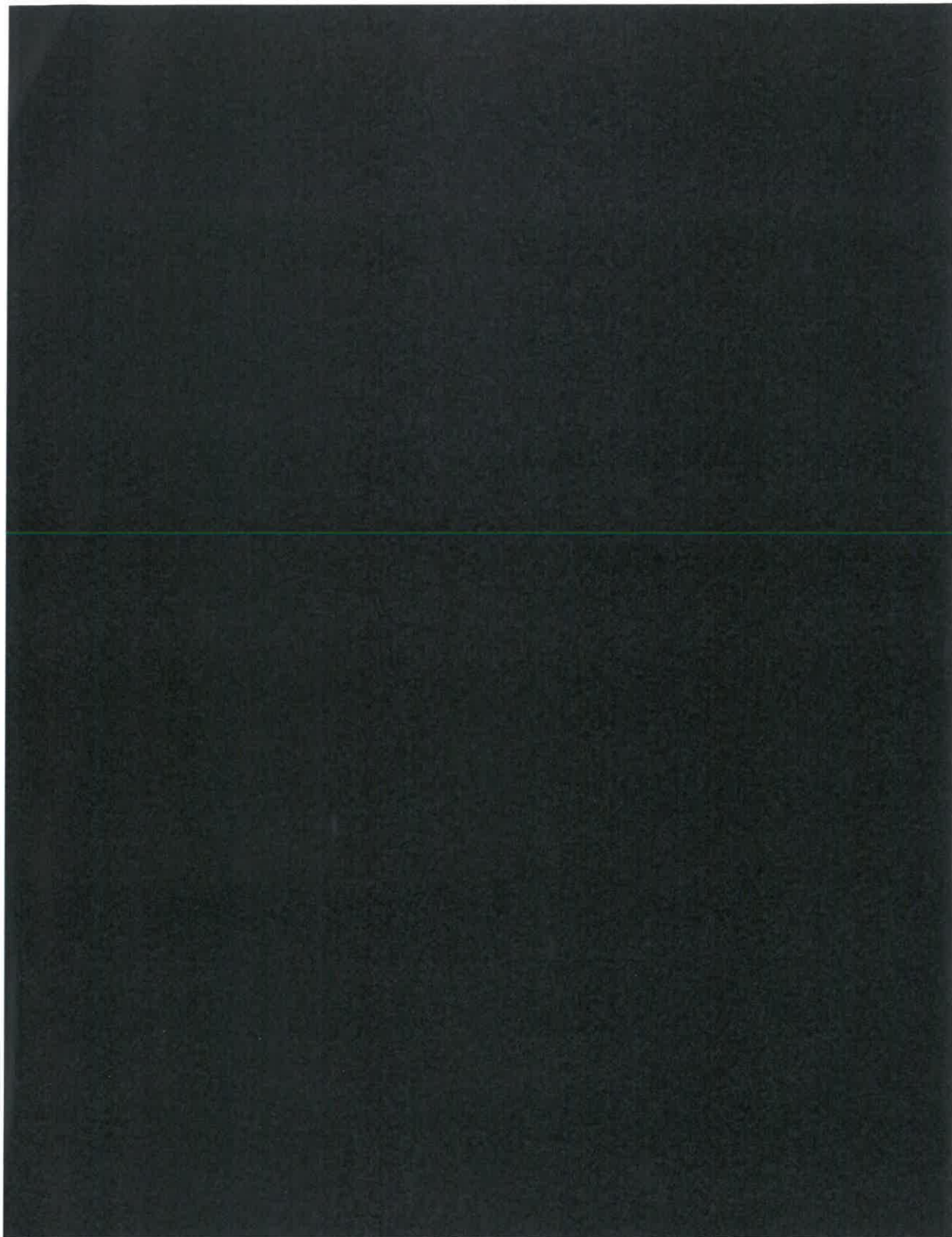


Released under FOI



Released under FOI





Dispute resolution process

45. The process outlined in the Dispute resolution policy will apply to disputes and complaints regarding the application and operation of this ACCC/AER policy.

Released under FOI

46. Clauses 277-284 of the Agreement will apply to disputes relating to provisions in the Agreement. Where a dispute relates to a provision of the Agreement, employees are encouraged to exhaust the process in the Dispute resolution policy when applying clause 279 and prior to applying the remaining dispute process outlined in clauses 280-284.
47. Advice and assistance may be sought from the Workplace Relations team in People and Culture.

Further information

48. Enquiries about this policy can be emailed to: WorkplaceRelations@acc.gov.au
49. Enquiries about claiming allowances through the Finance1 system should be directed to the Finance Team: finance@acc.gov.au.

Review

50. This policy will be reviewed following implementation of each new Enterprise Agreement.