



**PAYMENTS to CASUAL STAFF**

Minimum engagement is 3 hours, except for UWA students, who can work 3 hours over a fortnight and other defined categories.

Please refer to Minimum Hours for a full outline of requirements.

**NORMAL RATES**

Monday to Friday 7.5hrs per day	Ordinary time plus 24% casual loading (no. of hours x hourly rate)
Saturday, Sunday 7.5hrs per day	Ordinary time plus 24% casual loading (no. of hours x hourly rate)
Public Holidays that University Staff Work 7.5hrs per day	Ordinary time plus 24% casual loading (no. of hours x hourly rate)

**OVERTIME RATES**

Monday to Friday Once 7.5hrs per day is exceeded	Time and one half for the first 3 hours (no. of hours x 1.5 = x hourly rate)  Double time thereafter (no. of hours x 2 = .... X hourly rate)
Saturdays once 7.5hrs per day is exceeded or Not normally worked	Time and one half for the first 3 hours up to 12noon (no. of hours x 1.5 = x hourly rate)  Double time after the first 3 hours or for hours worked after 12noon (no. of hours x 2 = x hourly rate) eg 10.00am – 1.00pm 10.00 – 12 noon = 2 hours @ 1.5 time 12noon – 1.00pm = 1 hour @ 2 time
Sundays once 7.5hrs per day is exceeded or Not normally worked	Double time (no. of hours x 2 = x hourly rate)
Public Holidays that University Staff work once 7.5hrs is exceeded	Time and one half for the first 3 hours (no. of hours x 1.5 = x hourly rate)  Double time thereafter (no. of hours x 2 = .... X hourly rate)
Public Holidays that University Staff <b>DO NOT</b> work or Days observed in lieu of public holidays worked	Double time and one half for all hours worked (no. of hours x 2.5 = x hourly rate)
37.5hrs exceeded in a week	Appropriate overtime rates to be applied as above