

EMPLOYER SUPPORT PAYMENT SCHEME

What is the Employer Support Payment Scheme?

The Employer Support Payment Scheme (ESPS) provides financial assistance to eligible employers to help offset the costs of releasing employees for most categories of Australian Defence Force service. ESPS is paid at a set weekly rate regardless of the employee's salary and there are no restrictions on the way employers can use the money. The weekly rate is equivalent to the average weekly full-time adult ordinary time earnings (AWOTE). This figure is set for 12 months beginning on 1 July each year and is published on the Defence Reserves Support website at www.defencereservessupport.gov.au. ESPS may be paid at a higher rate in some circumstances.

Who is eligible to claim ESP?

All employers including government organisations, public and proprietary companies, private employers, discretionary or unit trusts and self-employed Reservists.

Does it apply for all employees?

ESPS is payable for full-time employees. To be classed as a full-time employee, your employee must be employed to work full-time hours, generally at least 35 hours per week, and your employee's normal working hours must, on a weekly average, be at least 28 hours per week.

How do I claim?

You can claim by completing the ADF Reserves Employer Support Payment Scheme - Employer's Claim Form at www.defencereservessupport.gov.au

OFFICE OF RESERVE SERVICE PROTECTION

In 2001, the Australian Government introduced legislation to that provided employment and education protection to members of the Australian Defence Force (ADF) Reserves. The *Defence Reserve Service (Protection) Act 2001* (The Act) makes it an offence for an employer to discriminate against, disadvantage or dismiss an employee or prospective employee for rendering Defence service. Protections also apply to contractors and partners and in certain circumstances to students enrolled in a course of instruction at an Australian education institution. The Act makes it mandatory for an ADF Reserve member to be released when required to render ADF Reserve service. Releasing an employee is also mandatory for the training necessary to undertake ADF Reserve service and for attending

appointments associated with the ADF Reserve Recruitment process. That said, neither the Australian Government, nor the Australian Defence Force, wants to impose unreasonable burdens on employers.

An ADF Reserve member is obliged to make their release from work or course of studies as easy as possible. For instance, they should always attempt to give their employer reasonable notice of their requirement to perform Reserve service. If an employer has significant and legitimate problems releasing an employee, they are encouraged to speak with the employee and their unit commander. If this does not resolve the issue, the employer can contact the Office of Reserve Service Protection (ORSP) on 1800 671 998. The Act and its Regulations can be found at www.comlaw.gov.au

DEFENCE RESERVES SUPPORT COUNCIL

What is the Defence Reserves Support Council?

The Defence Reserves Support Council (DRSC) is an organisation established to advise government and to enhance the availability of Reservists through its liaison and participant membership of employer organisations and the community in general. The DRSC through its National Council and Executive and state and territory councils and regional committees, propose and develop measures, services and initiatives in order to enhance the availability of Reservists for training and deployment. If you are interested in joining your State/Territory council please call 1800 803 485. Meetings are held in each capital city and also in many regional areas.

RESERVE AWARDS

There are several award schemes for Defence Reservists. These include:

Prince of Wales Award

The Prince of Wales Award scheme provides a development opportunity for Defence Reservists to enhance their individual experience and knowledge in their chosen civilian occupation or profession.

Tasman Scheme

The Tasman Scheme allows selected non-commissioned Reservists to travel to New Zealand for a two-week attachment to a military unit of similar capability to the one to which the Reservist is posted in Australia.



DEFENCE RESERVES SUPPORT

Supporting Australia's Reservists and their Employers

WE'RE HERE TO HELP EMPLOYERS & RESERVISTS

AN OVERVIEW OF THE KEY SUPPORT PROGRAMS



HOW DO I FIND OUT MORE INFORMATION?

Call 1800 803 485 or visit www.defencereservessupport.gov.au

WHAT SORT OF SKILLS DOES A DEFENCE RESERVIST HAVE?

Defence Reservists gain a wide variety of skills, qualities and experience through formal Defence courses, on-going refresher training and day-to-day activities as they put their skills into practice and advance in responsibilities, rank and leadership ability.

Trained by our country's best, Australian Defence Force Reservists have a positive effect on any workplace. Disciplined, focused, reliable and possessing desirable team work skills, if you employ a Defence Reservist you have an extremely valuable member in your team.



RESERVE TRAINING PROVIDES SUBSTANTIAL BENEFITS TO EMPLOYERS AND THE COMMUNITY. FOR EXAMPLE:

- Employees can often gain formal qualifications such as first aid, health and safety and fire-fighting through Reserve service at no cost to their employer.
- Teamwork, self-confidence, leadership and experience of other cultures are skills and qualities that many Reservists develop – attributes highly prized by employers.
- Attributes such as organisational loyalty, reliability, integrity and confidence are less easy to measure but, thanks to their training and practical experience, Reservists have them in abundance.
- Trained assistance to the community during times of natural disasters.

EMPLOYER ENGAGEMENT

What are Employer Engagement Activities?

The primary Employer Engagement Activities are Employer Challenge Days (ECD), Exercise Executive Stretch (EES) and Exercise Boss Lift. The aim of Employer Engagement Activities is to enhance the availability of Reservists by further developing community and employer awareness and support for the Reserve.

What is Employer Challenge Days and Exercise Executive Stretch?

An ECD is a tailored activity, involving a one-day commitment from the employer. They are normally conducted during the working week.

EES is a challenging and enjoyable activity for employers and potential employers of Reservists and is normally held over a weekend. EES is an extremely popular activity and employers who participate have said it is 'a unique opportunity not to be missed'.

What is Exercise Boss Lift?

Exercise Boss Lift enables employers of Reservists to learn first-hand about what the Australian Defence Force does on major exercises and operations. Often there is an opportunity for employers to actually see their employees working as Defence Reservists.

EMPLOYER SUPPORT AWARDS

What are the Employer Support Awards?

The Defence Reserves Support Council sponsored awards formally recognise those employers who are committed to supporting Reserve employees in their workplace. They are very well received in the business community and the public sector. While the awards program does not provide any financial or commercial gain to employers, it does offer the chance to give you the formal public recognition you deserve.

What are the award categories?

Employer Support Awards are made at the State/Territory level each year which feed into the annual National Employer Support Awards.

The categories are:

- Small Business (private)
- Medium Business (private)
- Large Business (private)
- Public Sector
- Not for profit sector

SUPPORTIVE EMPLOYERS

Defence Reserves Support is contacting employers across Australia, asking them to publicly pledge their support for members of the Reserve.

We are asking you to recognise the personal sacrifice and commitment involved in this extremely challenging and critical role. You may not currently employ any Reservists nor have any personal experience of the military or knowledge of how they currently operate. However, none of this should matter. We are asking you to support an overarching principle – that Reservists should have the backing of their civilian employers.

Companies and organisations of all sizes have already joined this campaign and their names are listed on our website. Your support will be gratefully received by the men and women of the Reserve, whether they currently work for you or they hope to in the future. As part of becoming a supportive employer you will be encouraged and assisted by your local Defence Reserves Support office to develop and implement a Defence-friendly leave policy that identifies to their Reservist employees what are their entitlements and responsibilities. A private sector leave policy template which has been developed in accordance with the Defence Service (Protection) Act 2001 is available online.