

PROTECTED INDUSTRIAL ACTION

Your Protected Action is working!

- FRV have engaged in a tactic of **starving employees out**, hoping members will jump at a cash grab. FRV is pursuing a non-Union EBA – this would destroy your bargaining power. Your conditions will be what your employer dictates if you have a non-Union EBA.
- **Remaining unified, enforcing your protected action rights and voting NO on a forced Employer agreement is the ONLY way to show your employer that you will not accept a non-Union EBA.**
- Please contact the UFU if your Employer attempts to infringe on your ability to take any of the Protected Action bans. Members should remain vigilant in the application of the bans.

Tranche #2 – Explanatory Memorandum dated 20 November 2024

UFU INFORMATION SHEET:

CORPORATE STAFF PROTECTED INDUSTRIAL ACTION

THE INDUSTRIAL ACTION SET OUT BELOW IS *PROTECTED* INDUSTRIAL ACTION.

UNDER NO CIRCUMSTANCES SHOULD ANY MEMBER IMPLEMENT OR CONTINUE THE INDUSTRIAL ACTION IF IT WOULD THREATEN TO ENDANGER THE LIFE, PERSONAL SAFETY OR HEALTH, OR THE WELFARE OF ANY PART OF THE POPULATION. IF IN DOUBT THE ACTION MUST BE TERMINATED.

PLEASE NOTE: THE INDUSTRIAL ACTION IS ONLY PROTECTED FOR THE PERIOD OF TIME THAT IS SPECIFIED (REFER TO THE *FOURTH COLUMN* OF THE BELOW TABLE).

NOTIFIED PROTECTED INDUSTRIAL ACTION

NOTICE	ACTION	NOTES ON HOW TO BE IMPLEMENTED	BAN WILL COMMENCE
1.	A ban on engaging with or providing authority to use the quote(s) or image of an employee upon or within all FRV media, communications, and publications (unless authorised by the UFU).	Self-explanatory. If in doubt, please contact the UFU on 9419 8811 or your UFU delegate for further clarification. <i>Note: Such ‘authorisation’ will only be provided if the publication includes a reference to UFU campaign material.</i>	This action commences 9 a.m. on 21 October 2024 and continues on an ongoing basis.

NOTICE	ACTION	NOTES ON HOW TO BE IMPLEMENTED	BAN WILL COMMENCE
2.	A stoppage of one hour and five minutes for all members to campaign outside of workplace displaying UFU material.	<p>Self-explanatory. If in doubt, please contact the UFU on 9419 8811 or your UFU delegate for further clarification.</p> <p><i>Note: This stoppage is to occur at any workplace. This action can be taken individually or as a group. The display of UFU materials or messaging can be done outside of any FRV workplace.</i></p>	This action commences 9 a.m. on 21 October 2024 and continues on an ongoing basis.
3.	Action in the form of spamming emails/posts with Campaign banner to FRV ELT, FRV Media Department and/or FRV Social Media pages.	<p>Self-explanatory. If in doubt, please contact the UFU on 9419 8811 or your UFU delegate for further clarification.</p> <p><i>Note: the UFU will supply campaign banners. ‘Spamming’ means repetitively sending correspondence.</i></p>	This action commences 9 a.m. on 21 October 2024 and continues on an ongoing basis.
4.	A ban on sending any correspondence, including emails (unless written in CAPS LOCK).	<p>Self-explanatory. If in doubt, please contact the UFU on 9419 8811 or your UFU delegate for further clarification.</p>	This action commences 9 a.m. on 21 October 2024 and continues on an ongoing basis.
5.	A stoppage of two hours during work hours in which time all employees may communicate and display UFU campaign materials and messaging in FRV workplaces or on FRV property (i.e. buildings, vehicles, etc.).	<p>This stoppage involves employees attending and/or travelling between FRV workplaces to display UFU campaign materials (i.e. posters or banners) and UFU campaign messages (i.e. “chalked” messaging). This display will not be removed at the end of the stoppage unless leaving the display in place appears to creates the risk of permanent damage. If in doubt, please contact the UFU on 9419 8811 or your UFU delegate for further clarification.</p> <p><i>Note: This stoppage is to occur at any workplace. This action can be taken individually or as a group. The display of UFU materials or</i></p>	This action commences 9 a.m. on 21 October 2024 and continues on an ongoing basis.

NOTICE	ACTION	NOTES ON HOW TO BE IMPLEMENTED	BAN WILL COMMENCE
		<i>messaging can be on any FRV property inside or outside of buildings, on fire trucks and corporate vehicles.</i>	
6.	A ban on complying with any direction or order to take down or remove any UFU campaign messaging or materials.	Self-explanatory. If in doubt, please contact the UFU on 9419 8811 or your UFU delegate for further clarification.	This action commences 9 a.m. on 21 October 2024 and continues on an ongoing basis.
7.	A ban on complying with any direction given by FRV in relation to implementing any measures or workarounds intended to mitigate or that may mitigate the industrial impacts of protected industrial action.	Self-explanatory. If in doubt, please contact the UFU on 9419 8811 or your UFU delegate for further clarification.	This action commences 9 a.m. on 21 October 2024 and continues on an ongoing basis.
8.	A ban on complying with any direction or order to remove UFU badging or industrial material displayed on, in or around FRV work locations, vehicles or employees, i.e. in relation to the action of wearing, distributing and/or posting UFU materials such as T-shirts, badges, written correspondence and stickers.	Self-explanatory. If in doubt, please contact the UFU on 9419 8811 or your UFU delegate for further clarification.	This action commences 9 a.m. on 21 October 2024 and continues on an ongoing basis.
9.	A ban on recording, entering or typing up Minutes for any meeting, excluding meetings of the agreed UFU-FRV consultative forums (unless performed on overtime rates).	<p>Self-explanatory. If in doubt, please contact the UFU on 9419 8811 or your UFU delegate for further clarification.</p> <p><i>Note: If FRV does not agree to pay a minimum of 4 hours of overtime (see item 12), the work will not be done by the employee. In the event FRV does not agree to pay the overtime then a senior manager will be responsible for taking notes. All members are to keep note of overtime hours worked. Overtime will be claimed via the normal means.</i></p> <p><i>Reminder: employees are not required to accept requests to do</i></p>	This action commences 9 a.m. on 21 October 2024 and continues on an ongoing basis.

NOTICE	ACTION	NOTES ON HOW TO BE IMPLEMENTED	BAN WILL COMMENCE
		<i>work that would require them to do overtime.</i>	
10.	Action in the form of conducting a ‘silent protest’ inside FRV work locations, including but not limited to Eastern Hill and Spring Street.	Silent protests may include (but are not limited to) sitting down in or walking through FRV work locations holding UFU placards. If in doubt, please contact the UFU on 9419 8811 or your UFU delegate for further clarification. <i>Note: the UFU will supply placards.</i>	This action commences 9 a.m. on 21 October 2024 and continues on an ongoing basis.
11.	Action in the form of removing FRV’s signature block from employee emails and replacing it with a banner displaying UFU messaging.	Self-explanatory. If in doubt, please contact the UFU on 9419 8811 or your UFU delegate for further clarification. <i>Note: the UFU will supply banners.</i>	This action commences 9 a.m. on 21 October 2024 and continues on an ongoing basis.
12.	A ban on working overtime (unless the employer agrees to pay for 4 hours of overtime).	Self-explanatory. If in doubt, please contact the UFU on 9419 8811 or your UFU delegate for further clarification. <i>Note: If FRV does not agree to pay a minimum of 4 hours of overtime, the work will not be done by the employee. All members are to keep note of overtime hours worked. Overtime will be claimed via the normal means.</i> <i>Reminder: employees are not required to accept requests to do work that would require them to do overtime.</i>	This action commences 9 a.m. on 21 October 2024 and continues on an ongoing basis.
13.	A ban on post-commissioning corporate and/or non-emergency response vehicles or undertaking any work involved in notifying external contractors of the commissioning of corporate and/or non-emergency response vehicles during normal work hours (unless performed on overtime rates).	Self-explanatory. If in doubt, please contact the UFU on 9419 8811 or your UFU delegate for further clarification. <i>Note: If FRV does not agree to pay a minimum of 4 hours of overtime (see item 12), the work will not be done by the employee. All members are to keep note of overtime hours worked. Overtime</i>	This action commences 9 a.m. on 21 October 2024 and continues on an ongoing basis.

NOTICE	ACTION	NOTES ON HOW TO BE IMPLEMENTED	BAN WILL COMMENCE
		<p><i>will be claimed via the normal means.</i></p> <p><i>Reminder: employees are not required to accept requests to do work that would require them to do overtime.</i></p>	
14.	<p>Action in the form of setting MS Teams/Zoom status to ‘offline’ at all times; replacing the MS Teams/Zoom avatar/background with the UFU logo/banner; and keeping the camera turned off during MS Teams/Zoom.</p>	<p>Self-explanatory. If in doubt, please contact the UFU on 9419 8811 or your UFU delegate for further clarification.</p> <p><i>Note: the UFU will supply logos/banners.</i></p>	<p>This action commences 9 a.m. on 21 October 2024 and continues on an ongoing basis.</p>
15.	<p>A ban on sending any calendar invitations (unless the title is ‘Meeting.’)</p>	<p>Self-explanatory. If in doubt, please contact the UFU on 9419 8811 or your UFU delegate for further clarification.</p>	<p>This action commences 9 a.m. on 21 October 2024 and continues on an ongoing basis.</p>
16.	<p>A ban on complying with, cooperating with or recognising any restructure within FRV (unless that restructure has been endorsed by the UFU in both the Corporate and Technical and Operational Consultative Committees).</p>	<p>Self-explanatory. If in doubt, please contact the UFU on 9419 8811 or your UFU delegate for further clarification.</p> <p><i>Note: any employee can contact the UFU regarding any breach of this ban.</i></p>	<p>This action commences 9 a.m. on 21 October 2024 and continues on an ongoing basis.</p>
17.	<p>A ban on processing invoices (unless received via the post or courier). Where an invoice is received any other way, including electronically, it will only be processed if it relates to costs incurred by a DCC that was activated for a 4th alarm incident or above. All invoice processing will only be done with the AZ Tax Code through any Cost Centre. Employees will not perform invoice processing (unless performed during overtime only, i.e. outside of normal work hours, or on overtime rates).</p>	<p>Self-explanatory. If in doubt, please contact the UFU on 9419 8811 or your UFU delegate for further clarification.</p> <p><i>Note: If FRV does not agree to pay a minimum of 4 hours of overtime (see item 12), the work will not be done by the employee. All members are to keep note of overtime hours worked. Overtime will be claimed via the normal means.</i></p> <p><i>Reminder: employees are not required to accept requests to do work that would require them to do overtime.</i></p>	<p>This action commences 9 a.m. on 21 October 2024 and continues on an ongoing basis.</p>

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18.	A ban on preparing or producing any reports (unless authorised by the UFU and performed on overtime rates).	<p>Critical reports that impact safety will be authorised by the UFU for completion (producing such reports will only be performed on overtime rates). If in doubt, please contact the UFU on 9419 8811 or your UFU delegate for further clarification.</p> <p><i>Note: If FRV does not agree to pay a minimum of 4 hours of overtime (see item 12), the work will not be done by the employee. All members are to keep note of overtime hours worked. Overtime will be claimed via the normal means.</i></p> <p><i>Reminder: employees are not required to accept requests to do work that would require them to do overtime.</i></p>	This action commences 9 a.m. on 21 October 2024 and continues on an ongoing basis.
19.	A ban on complying with updates from the Chief Procurement Officer regarding changes to the FRV Procurement Framework, procedures, policies, and practices.	Self-explanatory. If in doubt, please contact the UFU on 9419 8811 or your UFU delegate for further clarification.	This action commences 9 a.m. on 21 October 2024 and continues on an ongoing basis.
20.	A ban on using any method of purchasing for any purchase under \$10,000 (except FRV credit card).	Self-explanatory. If in doubt, please contact the UFU on 9419 8811 or your UFU delegate for further clarification.	This action commences 9 a.m. on 21 October 2024 and continues on an ongoing basis.
21.	A ban on participating, completing and/or discussing performance plans and reviews.	Self-explanatory. If in doubt, please contact the UFU on 9419 8811 or your UFU delegate for further clarification.	This action commences 9 a.m. on 21 October 2024 and continues on an ongoing basis.
22.	A ban on meeting with any member of the ELT (unless authorised by the UFU).	Self-explanatory. If in doubt, please contact the UFU on 9419 8811 or your UFU delegate for	This action commences 9 a.m. on 21

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		further clarification.	October 2024 and continues on an ongoing basis.
23.	Action in the form of copying CommissionerandDeputyCommissioners@frv.vic.gov.au into all ServiceDesk requests.	Self-explanatory. If in doubt, please contact the UFU on 9419 8811 or your UFU delegate for further clarification.	This action commences 9 a.m. on 21 October 2024 and continues on an ongoing basis.
24.	A ban on using any technology workarounds or new systems of work (unless it has been endorsed by the UFU in both the Corporate and Technical and Operational Consultative Committees).	Self-explanatory. If in doubt, please contact the UFU on 9419 8811 or your UFU delegate for further clarification.	This action commences 9 a.m. on 21 October 2024 and continues on an ongoing basis.
25.	A ban on publishing the FRV Div A roster unless within 13 days of the roster change of each Platoon.	This applies to both proposed rosters and finalised rosters. Such rosters cannot be communicated in any form to Operational Division A members unless inside 13 days of the ‘roster change’. If in doubt, please contact the UFU on 9419 8811 or your UFU delegate for further clarification.	This action commences 9 a.m. on 1 November 2024 and continues on an ongoing basis.
26.	A ban on processing general entries and journals (unless performed on overtime rates).	Self-explanatory. If in doubt, please contact the UFU on 9419 8811 or your UFU delegate for further clarification. <i>Note: If FRV does not agree to pay a minimum of 4 hours of overtime (see item 12), the work will not be done by the employee. All members are to keep note of overtime hours worked. Overtime will be claimed via the normal means.</i> <i>Reminder: employees are not required to accept requests to do</i>	This action commences 9 a.m. on 21 October 2024 and continues on an ongoing basis.

NOTICE	ACTION	NOTES ON HOW TO BE IMPLEMENTED	BAN WILL COMMENCE
		<i>work that would require them to do overtime.</i>	
27.	<p>A ban on processing certain types of leave for Division A (i.e. personal, sick, carer's, compassionate, pressing necessity, cultural and ceremonial, family violence, special sick, long service, accrued, industrial training and union, study, defence force, ANZAC Day, jury service, blood donation, community service, LWOP, parental, purchased, occupational health and safety training, emergency, and emergency services) and adjusting timecards to reflect that leave has been taken or the type of leave that has been taken. The leave types to which this ban applies do not extend to any leave covered by Income Protection or workers' compensation claims.</p>	<p>Self-explanatory. If in doubt, please contact the UFU on 9419 8811 or your UFU delegate for further clarification.</p> <p><i>Note: the list in brackets covers all forms of leave, bar annual leave. Annual leave will be processed as normal for Division A.</i></p> <p><i>Important: any leave that is associated with a Division A employee's income protection or worker's compensation (WorkCover) is <u>not</u> to be impacted by this ban and will be processed as normal.</i></p> <p><i>Reminder: the 'processing' of leave includes the entire leave-taking process from lodgment of a formal request for leave, formal confirmation of approval, lodging/entering the leave in any system, approving the leave in any system, deducting the leave from any system or paying the leave in any system.</i></p>	<p>This action commences 9 a.m. on 1 November 2024 and continues on an ongoing basis.</p>
28.	<p>A ban on processing the certain types of leave for Division B (i.e. personal, sick, carer's, compassionate, pressing necessity, cultural and ceremonial, family violence, special sick, long service, accrued, industrial training and union, study, defence force, ANZAC Day, jury service, blood donation, community service, LWOP, parental, purchased, occupational health and safety training, emergency, and emergency services) and adjusting timecards to reflect that leave has been taken or the type of leave that has been taken. The leave types to which</p>	<p>Self-explanatory. If in doubt, please contact the UFU on 9419 8811 or your UFU delegate for further clarification.</p> <p><i>Note: the list in brackets covers all forms of leave, bar annual leave. Annual leave will be processed as normal for Division B.</i></p> <p><i>Important: any leave that is associated with a Division B employee's income protection or worker's compensation (WorkCover) is <u>not</u> to be impacted by this ban and will be processed as normal.</i></p>	<p>This action commences 9 a.m. on 1 November 2024 and continues on an ongoing basis.</p>

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	<p>this ban applies do not extend to any leave covered by Income Protection or workers' compensation claims.</p>	<p><i>Reminder: the 'processing' of leave includes the entire leave-taking process from lodgment of a formal request for leave, formal confirmation of approval, lodging/entering the leave in any system, approving the leave in any system, deducting the leave from any system or paying the leave in any system.</i></p>	
<p>29.</p>	<p>A ban on manually processing certain types of leave for day work roles and corporate employees (i.e. personal, sick, carer's, compassionate, pressing necessity, cultural and ceremonial, family violence, special sick, long service, accrued, industrial training and union, study, defence force, ANZAC Day, jury service, blood donation, community service, LWOP, parental, purchased, occupational health and safety training, emergency, and emergency services). The leave types to which this ban applies do not extend to any leave covered by Income Protection or workers' compensation claims.</p>	<p>Self-explanatory. If in doubt, please contact the UFU on 9419 8811 or your UFU delegate for further clarification.</p> <p><i>Note: the list in brackets covers all forms of leave, bar annual leave. Annual leave will be processed as normal for day working operational employees and CTA employees.</i></p> <p><i>Important: any leave that is associated with a day working operational employee's /CTA employee's income protection or worker's compensation (WorkCover) is <u>not</u> to be impacted by this ban and will be processed as normal.</i></p> <p><i>Reminder: the 'processing' of leave includes the entire manual leave-taking process from lodgment of a formal request for leave, formal confirmation of approval, lodging/entering the leave in any system, approving the leave in any system, deducting the leave from any system or paying the leave in any system.</i></p>	<p>This action commences 9 a.m. on 1 November 2024 and continues on an ongoing basis.</p>
<p>30.</p>	<p>A ban on recording, entering or typing up false alarm codes (unless monies collected from false alarm reporting are agreed to be reserved by FRV for wage increases).</p>	<p>Self-explanatory. If in doubt, please contact the UFU on 9419 8811 or your UFU delegate for further clarification.</p>	<p>This action commences 9 a.m. on 21 October 2024 and continues on an ongoing basis.</p>

NOTICE	ACTION	NOTES ON HOW TO BE IMPLEMENTED	BAN WILL COMMENCE
31.	<p>A ban on sending any correspondence to the Executive Leadership Team, including any attachments or any annexures, relating to reporting matters involving corporate or operational departments and/or employees (unless the documents include UFU messaging in the header and footer including stamps and are to be sent via AusPost using stamped envelopes).</p>	<p>Self-explanatory. If in doubt, please contact the UFU on 9419 8811 or your UFU delegate for further clarification.</p>	<p>This action commences 9 a.m. on 21 October 2024 and continues on an ongoing basis.</p>
32.	<p>A ban on any additional tasks or responsibilities that are not explicitly stated in an employee's Position Description (PD) (unless performed during overtime only, i.e. outside of normal work hours).</p>	<p>Employees will adhere strictly to their FRV Position Description (PD). If in doubt, please contact the UFU on 9419 8811 or your UFU delegate for further clarification.</p> <p><i>Note: If FRV does not agree to pay a minimum of 4 hours of overtime (see item 12), the work will not be done by the employee. All members are to keep note of overtime hours worked. Overtime will be claimed via the normal means. An employee’s Position Description which can be found on their letter of offer or via request to Talent Acquisition Team (TalentAcquisition@frv.vic.gov.au).</i></p> <p><i>Reminder: employees are not required to accept requests to do work that would require them to do overtime.</i></p>	<p>This action commences 9 a.m. on 21 October 2024 and continues on an ongoing basis.</p>
33.	<p>A ban on preparing or producing ELT Papers or Noting Papers (unless authorised by the UFU and performed during overtime only, i.e. outside of normal work hours).</p>	<p>Self-explanatory. If in doubt, please contact the UFU on 9419 8811 or your UFU delegate for further clarification.</p> <p><i>Note: If FRV does not agree to pay a minimum of 4 hours of overtime (see item 12), the work will not be done by the employee. All members are to keep note of overtime hours worked. Overtime will be claimed via the normal means.</i></p>	<p>This action commences 9 a.m. on 21 October 2024 and continues on an ongoing basis.</p>

NOTICE	ACTION	NOTES ON HOW TO BE IMPLEMENTED	BAN WILL COMMENCE
		<i>Reminder: employees are not required to accept requests to do work that would require them to do overtime.</i>	
34.	A ban on undertaking training for FRV systems, applications, processes, procedures, policies, etc. (unless authorised by the UFU).	Self-explanatory. If in doubt, please contact the UFU on 9419 8811 or your UFU delegate for further clarification. <i>Note: until such time as FRV quantify and demonstrate the Efficiencies as tabled and agreed with the UFU, this ban will be permanently implemented.</i>	This action commences 9 a.m. on 21 October 2024 and continues on an ongoing basis.
35.	A ban on actioning all requests for policy, procedural, and systems advice (however received) and instead forwarding them to ELT.	Self-explanatory. If in doubt, please contact the UFU on 9419 8811 or your UFU delegate for further clarification.	This action commences 9 a.m. on 21 October 2024 and continues on an ongoing basis.
36.	A ban on complying with or responding to any requests or requirements from any auditor or associated with any audit (unless performed during overtime only, i.e. outside of normal work hours).	Self-explanatory. If in doubt, please contact the UFU on 9419 8811 or your UFU delegate for further clarification. <i>Note: If FRV does not agree to pay a minimum of 4 hours of overtime (see item 12), the work will not be done by the employee. All members are to keep note of overtime hours worked. Overtime will be claimed via the normal means.</i> <i>Reminder: employees are not required to accept requests to do work that would require them to do overtime.</i>	This action commences 9 a.m. on 21 October 2024 and continues on an ongoing basis.
37.	A ban on publishing an Expression-Of-Interest for operational employees for the Firefighter Recruitment process.	Self-explanatory. If in doubt, please contact the UFU on 9419 8811 or your UFU delegate for further clarification.	This action commences 9 a.m. on 21 October 2024 and continues on an ongoing basis.

NOTICE	ACTION	NOTES ON HOW TO BE IMPLEMENTED	BAN WILL COMMENCE
38.	A ban on using the SAP Firefighter Recruitment software module in aid of FRV recruitment.	Self-explanatory. If in doubt, please contact the UFU on 9419 8811 or your UFU delegate for further clarification.	This action commences 9 a.m. on 21 October 2024 and continues on an ongoing basis.
39.	A ban on performing work that fell due to be performed during the period of any ban/s described in bans 1, 4, 6, 7, 8, 9, 12, 13, 15, 16, 17, 18, 19, 20, 21, 22, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, and 38 above, including after any such bans have ceased to be implemented.	Self-explanatory noting, however, that bans 25, 27, 28 and 29 have yet to be notified and will not commence until properly notified. If in doubt, please contact the UFU on 9419 8811 or your UFU delegate for further clarification.	This action commences 9 a.m. on 21 October 2024 and continues on an ongoing basis.

Tranche 1 – Explanatory Memorandum dated 9 November 2022

UFU INFORMATION SHEET:

CORPORATE STAFF PROTECTED INDUSTRIAL ACTION

THE INDUSTRIAL ACTION SET OUT BELOW IS PROTECTED INDUSTRIAL ACTION.

UNDER NO CIRCUMSTANCES SHOULD ANY MEMBER IMPLEMENT OR CONTINUE THE INDUSTRIAL ACTION IF IT WOULD THREATEN TO ENDANGER THE LIFE, PERSONAL SAFETY OR HEALTH, OR THE WELFARE OF ANY PART OF THE POPULATION. IF IN DOUBT THE ACTION MUST BE TERMINATED.

PLEASE NOTE THE ACTION IS ONLY PROTECTED FOR THE PERIOD OF TIME THAT IS SPECIFIED → SEE FOURTH COLUMN.

NOTIFIED PROTECTED INDUSTRIAL ACTION

NOTICE	ACTION	NOTES ON HOW TO BE IMPLEMENTED	BAN WILL COMMENCE
1	1. A ban on complying with a direction to temporarily and/or permanently relocate work stations or locations within the same building.	Self explanatory. If in doubt please contact the UFU on 9419 8811 or your UFU delegate for further clarification.	This action commences 9:00AM on Thursday 27 October 2022 and continues on an ongoing basis.
1	2. A ban on working with or cooperating with suppliers.	Self explanatory. If in doubt please contact the UFU on 9419 8811 or your UFU delegate for further clarification.	This action commences 9:00AM on Thursday 27 October 2022 and continues on an ongoing basis.

NOTICE	ACTION	NOTES ON HOW TO BE IMPLEMENTED	BAN WILL COMMENCE
1	3. A ban on conducting any work in relation to tenders.	Self explanatory. If in doubt please contact the UFU on 9419 8811 or your UFU delegate for further clarification.	This action commences 9:00AM on Thursday 27 October 2022 and continues on an ongoing basis.
1	5. A ban on attendance at any meeting convened by the FRV unless in relation to enterprise bargaining negotiation meeting.	Self explanatory. If in doubt please contact the UFU on 9419 8811 or your UFU delegate for further clarification.	This action commences 9:00AM on Thursday 27 October 2022 and continues on an ongoing basis.
1	6. Stoppages to normal duties to place an out of office message on FRV email accounts which includes union and industrial campaign messages and material.	Members are instructed to insert the following message: This email is being attended to as usual and your email has been seen. You are receiving this message however as I am taking protected industrial action in support of a fair EBA for FRV Corporate, Technical & Administrative Staff. Strength in Unity!	This action commences 9:00AM on Thursday 27 October 2022 and continues on an ongoing basis.
	7. A ban on complying with a direction to remove any out of office on FRV email accounts which may include union and industrial campaign messages and materials.	Self explanatory. If in doubt please contact the UFU on 9419 8811 or your UFU delegate for further clarification.	This action commences 9:00AM on Thursday 27 October 2022 and continues on an ongoing basis.
	8. A ban on processing all FI invoices against a specific general ledger code. FI invoices will be processed to any general ledger code.	Self explanatory. If in doubt please contact the UFU on 9419 8811 or your UFU delegate for further clarification.	This action commences 9:00AM on Thursday 27 October 2022 and continues on an ongoing basis.
	9. A ban on processing any payments to vendors.	If the ban on a specific payment would threaten to endanger the life, personal safety or health or welfare of anyone, then the payment should be made. If in doubt please contact the UFU on 9419 8811 or your UFU delegate for further clarification.	This action commences 9:00AM on Thursday 27 October 2022 and continues on an ongoing basis.

NOTICE	ACTION	NOTES ON HOW TO BE IMPLEMENTED	BAN WILL COMMENCE
	10. A ban on organising or processing manual payment requests.	If in doubt please contact the UFU on 9419 8811 or your UFU delegate for further clarification.	This action commences 9:00AM on Thursday 27 October 2022 and continues on an ongoing basis.
	11. A ban on processing reimbursements to FRV Executive Leadership Team members.	If in doubt please contact the UFU on 9419 8811 or your UFU delegate for further clarification.	This action commences 9:00AM on Thursday 27 October 2022 and continues on an ongoing basis.
	12. Stoppages to normal duties to implement a redirect of all emails received to FRV Executive Director of People and Culture and/or FRV Fire Rescue Commissioner	Employees will open their Office 365 email account. They will open the function 'Manage Rules and Alerts'. They will select the option that says 'New Rule' and follow the prompts so that all new emails are forwarded to the ED and/or Commissioner. This will mean that every email the employee receives will also be sent to the ED and/or Commissioner. If in doubt please contact the UFU on 9419 8811 or your UFU delegate for further clarification.	This action commences 9:00AM on Thursday 10 November 2022 and continues on an ongoing basis. This is further guidance for bans notified on 21 October 2022.
	13. A ban on complying with a direction to remove any re-direction of email to FRV Executive Director of People and Culture and/or FRV Fire Rescue Commissioner	Self explanatory. Employees will refuse directions to stop redirecting emails. If in doubt please contact the UFU on 9419 8811 or your UFU delegate for further clarification.	This action commences 9:00AM on Thursday 10 November 2022 and continues on an ongoing basis. This is further guidance for bans notified on 21 October 2022.
	14. A ban on activating any mobile data or mobile devices?	Self explanatory. If in doubt please contact the UFU on 9419 8811 or your UFU delegate for further clarification.	This action commences 9:00AM on Thursday 10 November 2022 and continues on an ongoing basis. This is further guidance for bans

NOTICE	ACTION	NOTES ON HOW TO BE IMPLEMENTED	BAN WILL COMMENCE
			notified on 21 October 2022.
	15. A ban on undertaking user acceptance testing in the QAS testing environment.	If in doubt please contact the UFU on 9419 8811 or your UFU delegate for further clarification.	This action commences 9:00AM on Thursday 27 October 2022 and continues on an ongoing basis.
	16. A ban on processing invoices over \$2000 via any module but the FI module.	If in doubt please contact the UFU on 9419 8811 or your UFU delegate for further clarification.	This action commences 9:00AM on Thursday 27 October 2022 and continues on an ongoing basis.
	17. Stoppages to normal duties to redirect all enquiries made by vendors or in relation to vendors to the relevant Director and/or Executive Director and/or Fire Rescue Commissioner	Employees will tell all vendors who make contact to make their enquiries directly to the Director and/or ED and/or Commissioner. This includes enquiries made via phone, email, fax, in person or by any other means. If in doubt please contact the UFU on 9419 8811 or your UFU delegate for further clarification.	This action commences 9:00AM on Thursday 10 November 2022 and continues on an ongoing basis. This is further guidance for bans notified on 21 October 2022.
	18. A ban on helpdesk staff logging jobs by any system other than email.	If in doubt please contact the UFU on 9419 8811 or your UFU delegate for further clarification.	This action commences 9:00AM on Thursday 27 October 2022 and continues on an ongoing basis.
	19. A ban on creating, updating and reporting any jobs on any system where faults or requests for work are captured.	If the ban on creating, updating and reporting a specific fault or request for work would threaten to endanger the life, personal safety or health or welfare of anyone, then the update/report should be made. If in doubt please contact the UFU on 9419 8811 or your UFU delegate for further clarification.	This action commences 9:00AM on Thursday 27 October 2022 and continues on an ongoing basis.
	20. A ban on keeping any record of hours worked including time on all job requests and/or incidents.	If the ban on creating, updating and reporting a specific fault or request for work would threaten to endanger the life,	This action commences 9:00AM on Thursday 27 October 2022 and

NOTICE	ACTION	NOTES ON HOW TO BE IMPLEMENTED	BAN WILL COMMENCE
		<p>personal safety or health or welfare of anyone, then the update/report should be made. If in doubt please contact the UFU on 9419 8811 or your UFU delegate for further clarification.</p>	<p>continues on an ongoing basis.</p>
	<p>21. A ban on participating in or providing information to any projects, system upgrades or user acceptance testings.</p>	<p>If the ban on participating or providing information would threaten to endanger the life, personal safety or health or welfare of anyone, then the ban should not be implemented. If in doubt please contact the UFU on 9419 8811 or your UFU delegate for further clarification.</p>	<p>This action commences 9:00AM on Thursday 27 October 2022 and continues on an ongoing basis.</p>
	<p>22. Action in the form of wearing, distributing and posting union campaign material such as t-shirts, badges, written communications and stickers in support of the proposed enterprise agreement.</p>	<p>If in doubt please contact the UFU on 9419 8811 or your UFU delegate for further clarification.</p>	<p>This action commences 9:00AM on Thursday 27 October 2022 and continues on an ongoing basis.</p>