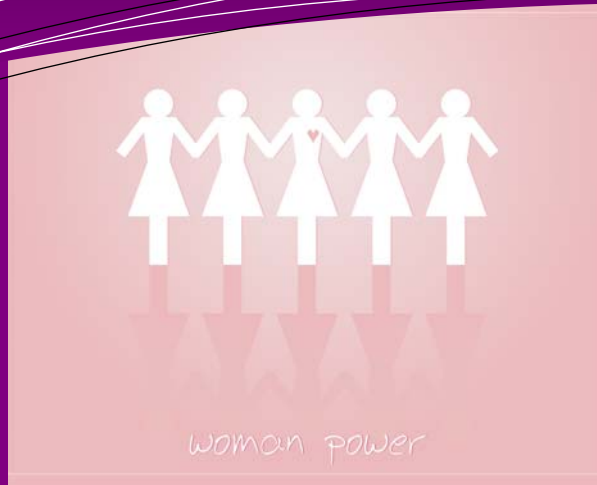


quote of the month

*"In order to be irreplaceable,
one must always be
different."*
- Coco Chanel



this issue

- Women in Timber P.1
- HR Hot Tip P.2
- WH&S Benchmarking Tool P.2
- Membership Anniversaries P.2
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- QLD Timber Gala Invitation P.5
- OHS Harmonisation Seminar P.7

WOMEN IN TIMBER GROUP by Jenni Day, Versace Timbers

On Tuesday the 12th of September I was lucky enough to attend a workshop on establishing a "Woman in Forests and Timber Network" at the Hyatt Canberra, the day before the Forestworks Industry Development conference.

47 women and men in the industry participated in the workshop, which aimed to engage participants on what they would like to see in a new network, which could raise the profile of women in forests and timber as well as facilitate networking, engagement and professional development.

The project is managed by the Victorian Association of Forest Industries and overseen by a steering committee with representatives from most states.

I feel very privileged to have been asked to sit on the steering committee and have been able to do so with the support of Versace Timbers. I am particularly excited about hosting a workshop in Queensland, February next year.

Please feel free to contact me with any questions or concerns they I can put forward to the network, especially in regards to the issues faced by the industry in Queensland. jenni@versacetimbers.com.au

To register for the women in forests and timber network initiative, please go to www.forestworks.com.au/womensnetwork



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Materials Association (Queensland) Ltd

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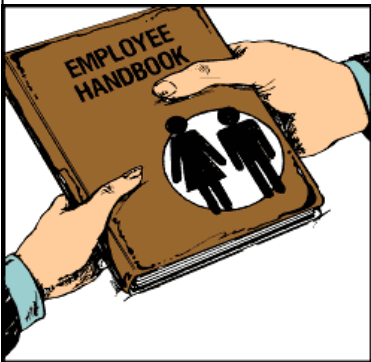
Operations Manager
Office Administrator Trainee



HR HOT TIP!

EMPLOYEE HANDBOOKS

There are a lot of business' out there that believe employee handbooks are only for large organisations that have too many polices and procedures. This is not the case! Any business including a small family owned business should have an employee handbook. It is the most important communication tool between your company and your employees. It informs both new staff and existing staff of the companies policies and procedures, the companies mission and what is expected of the employee and in reverse what the employee can expect from your company. It creates a culture where issues are dealt with fairly



and consistently and puts in writing guidelines for workplace practices and behavior in black and white. It will make it easier for your company to resolve disputes.

Failure to have written particulars leaves you vulnerable in the event of an employee making an employment tribunal claim.

If you would like help putting together your employee handbook, this is another great service that TABMA QLD is able to provide.



WH&S

Online safety benchmarking tool now available!

Workplace Health and Safety Queensland has produced a new online tool to help business owners, managers and safety professionals assess their organization's workplace health and safety.

<http://www.deir.qld.gov.au/workplace/tools/osb/index.htm>

The tool is;

- Free
- Confidential
- Gain better understanding of health and safety issues in the workplace
- Focus on processes that are in place to manage workplace risk and achieve compliance with WH&S laws.

For more information contact Workplace Health and Safety Infoline on 1300 369 915.



MEMBERSHIP ANNIVERSARIES

For the month of SEPTEMBER, the following TABMA Queensland member is celebrating their membership anniversaries. Thank you for your fantastic support of the Association!

Dindas Australia

- 10 Years -

ITI

- 8 Years -

Lazarides Timber Agencies

- 7 Years -

Mitek

- 4 Years -

Timport Specialised Timber Products

Mr Kwila Outdoor Furniture

- 2 Years -

DMK Forest Products

- 1 Year -

Unfair dismissal cap increased

Fair Work Australia increased the monetary limit for those who can make an unfair dismissal claim before the Tribunal. The amount increased from \$113,800 to \$118,100 on 1 July 2011. The limit excludes those employees who earn more than the cap from making an application to FWA in relation to unfair dismissal. The maximum compensation has also been increased from \$56,900 to \$59,050 also from 1 July 2011.



Revised Fair Work Information Statement

The Fair Work Ombudsman has issued a revised <http://www.fairwork.gov.au/FWISdocs/Fair-Work-Information-Statement.pdf> applicable from 1 July 2011. The revised version updates the definition of high income threshold in the statement from \$113,800 to \$118,100. Employers should now use the new version when providing the statement to new employees.

Paid Parental Leave—employers now responsible for delivering payment

It will be up to employers from Friday 1 July 2011 to forward employees the payments due under the Federal Government’s paid parental leave scheme—the “paymaster” provision that employer groups and the Coalition fought against. The Government has set up a [http://www.centrelink.gov.au/internet/internet.nsf/filestores/fpr081_1107/\\$file/fpr081_1107en.pdf](http://www.centrelink.gov.au/internet/internet.nsf/filestores/fpr081_1107/$file/fpr081_1107en.pdf) to assist employers.

3 Month Rule reminder

Under the FWA an employer should not terminate an employee within three months of an injury, regardless of the circumstances or cause of the injury. The employee should be given rehabilitation time. Therefore it is unwise to follow up any disciplinary actions during this period. It is far better to place disciplinary matter on hold until the slate is clear.

Changes to discrimination law and its application

Changes to Commonwealth Sex and Age discrimination legislation have recently taken effect. From 21 June 2011, the new legislation:

- Extends protection from discrimination of family responsibilities to both women and men in all areas of work not just termination of employment.
- Lowers the test for what defines sexual harassment, conduct will be sexual harassment if a reasonable person would anticipate “the possibility” that the person would be offended, humiliated or intimidated compared to the previous definition that they “would be” offended, humiliated or intimidated.
- Extends the prohibition of sexual harassment in the workplace to “workplace participants” and requires employers to protect their employees from sexual harassment by customers, clients and colleagues at other organisations..
- Defines harassment or discrimination as undertaken using a “postal, telegraphic or other like services” which extends harassment or discrimination to include technologies such as email, SMS, mobile-phone cameras and social networking sites.
- Broadens the protection of students from sexual harassment in educational institutions. Employers should advise apprentices and trainees of this provision so they are aware of the protection they have against being harassed by staff or other students while they are attending off the job training. (includes harassment by staff and adult students defined as over 16 years of age).
- Establishes breastfeeding as a separate ground of discrimination and requires that special measures are taken to accommodate the needs of breastfeeding women in the workplace and other areas of public life.

IR Law Up-dates continued...

The amendments to legislation also created the position of Age Discrimination Commissioner in the Australian Human Rights Commission resulting in the appointment of former Senator Susan Ryan to the newly created position from 8 August 2011.

In response to these changes employers should:

- Review policies and procedures relating to family responsibilities;
- Review policies and procedures applicable to and facilities available for women who are breast-feeding or expressing milk;
- Review sexual harassment policies;
- Communication changes to staff.

Your feedback is welcome...

A hot topic that was discussed at the last TABMA QLD Board Meeting was about timber treatment. The question is being thrown out to our members and industry, 'The Treatment Industry is no longer regulated. Do you believe that is a good or bad thing? What do you think should be done? If you would like to make a comment please email alicia@tabma.com.au



Don't forget...

At the bottom of the reservation form for the 2011 Timber Industry Gala Dinner is information on the accommodation package we have organized with Hotel Urban Brisbane. Could you please let myself or

Corinne know if you have booked accommodation so we can organise a bus to take you to and from Victoria Park Function Venue.



What events have TABMA QLD been running this month?

Ladies in Timber High Tea—Sofitel

Friday 2nd of September a group of ladies left work early for the afternoon to catch up with fellow ladies in the industry. We met in the Cuvee Lounge at the Sofitel, where we were greeted with a glass of champagne, and yummy treats galore! It was a great afternoon to catch up with women in the industry and put faces to names.



CPR Refresher Course

The second CPR Refresher Course for the year was held on Tuesday 27th September. Congratulations to those who attended and passed!

Hardwood Grading Course

The first of three Hardwood Grading Courses that we have put on with FITEC started on Tuesday 27th of September at Versace Timbers. The participants are working towards FPICOT2215A—Visually stress grade hardwood. They will be returning the Versace Timbers again in four weeks time for their assessment.

UP-COMING EVENTS...

- | | |
|----------|---|
| 03.10.11 | Hardwood Grading Course
Wilson Timbers |
| 13.10.11 | Hardwood Grading Course
Pacific Wood Products |
| 15.10.11 | 2011 Timber Industry Gala Event
Victoria Park Function Venue |

If there are any short courses or events that you would like TABMA QLD to organise, please don't hesitate to ask. We are here to help you and your business in any way that we can.

Just phone us on 3254 3166.



Queensland Timber Industry Gala Dinner

Date Saturday 15th October, 2011

Venue Victoria Park Golf Course
Herston Road, Herston QLD

Pre-dinner Drinks 6.30pm

Gala Function The Marquee
7.30 to 10.30pm

Dress Formal

Cost \$140 per person
\$1,325 per table of 10
Includes 3 course dinner, 4 hours beverage package & all entertainment

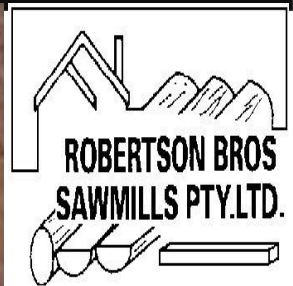
RSVP 7 October, 2011

Elegance & Celebration

Join industry peers as we celebrate the unification & strength of the Queensland Timber Industry in an exciting evening of glamour & festivity.

2011

Event Sponsors



Queensland Timber Importers Exporters

Q T I E W A

and Wholesalers Association inc



Please direct any queries to 07 3254 3166

Proudly presented by the Timber & Building Materials Association (Queensland)





Reservation Form

Queensland Timber Industry Gala Dinner

Please fax completed form to TABMA Queensland on (07) 3254 4599

Names of Attendees

Special Dietary Requirements

1.
2.
3.
4.
5.
6.
7.
8.
9.
10.

Company Name

Contact Name

Address

Suburb/Post Code

Email

Phone

Fax

Accommodation Packages:

We have arranged accommodation packages at Hotel Urban Brisbane, 345 Wickham Terrace, Brisbane. This can be booked by phoning (07) 3831 6177 & quoting reference number TABMA131011. The offered rate is \$190 per room, per night and includes breakfast for two.

Payment:

A tax invoice will be issued upon receipt of this reservation form. Payment options include Cheque, Direct Deposit or Credit Card (Mastercard or Visa only). Ticket prices are inclusive of GST: \$140 per person, \$1,325 Table of 10. Includes 3 course meal, 4 hour beverage package & entertainment. All invoices must be paid prior to the event.



Supported by
WorkCover
QUEENSLAND

25 OCTOBER 2011

1:30pm – 4:30pm
(Registration from 1:00pm)

Broncos Leagues Club
98 Fulcher Rd, Red Hill



Click here to REGISTER
or visit
www.timberqueensland.com.au/events



OHS Harmonisation & Workers Compensation:

are you ready to comply with new legislation?



With a new Work Health and Safety Act to understand and comply with by January it's time to assess if your business is prepared. Combine this with rising workers compensation claims and a 25% hike in WorkerCover premiums and the need to prioritise health and safety is clear.

Attend Timber Queensland's OHS Harmonisation & Workers Compensation seminar to hear about how you can prepare for harmonisation and minimise your exposure to common law claims.

Attend this event to:

- Understand your obligations under the nationally harmonised OHS laws.
- Receive tools to help you prepare for harmonisation and meet your obligations.
- Understand WHSQ's expectations for compliance with the new laws.
- Find out about changes within WorkCover Queensland to better service the timber industry.
- Learn about common law claims and how to better defend them.

FREE
event for TQ members

Non-members

\$50

 **TIMBER**
QUEENSLAND