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15 October 2018

The Hon. I Ross  
President  
Fair Work Commission  
11 Exhibition Street  
Melbourne VIC 3000

Dear Justice Ross

**RE: GROUP 4 AWARDS – SUBSTANTIVE ISSUES – PROFESSIONAL EMPLOYEES AWARD**

Further to the Statement issued by Your Honour on 1 October 2018 which concerned the process for dealing with substantive issues in respect of the Group 4 Awards.

Attachment A to the Statement summarises the substantive claims which have been made and interested parties were requested to provide any variations or additions no later than 4pm on Monday 15 October 2018.

The matter that the Association wishes to clarify is the dot point on Page 10 of the Statement which lists one of the substantive claims;

*“Ordinary hours of work clause, in particular whether the Award should specify a maximum number of weeks over which ordinary hours can be averaged.”*

Whilst the averaging of hours of work over a cycle is one of the claims it does not capture the essence of the overall claim which should be more appropriately described as *“Hours of work and remuneration for additional hours (including Annualised Salaries)”*

Yours Sincerely

**MICHAEL BUTLER**

Director Industrial Relations