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fact sheet

Telstra Sick Leave Entitlements

Sick leave is contained in Clause 25 of the Telstra Corporation General conditions Award under the heading Personal/Carer's Leave. Recently there was an Award variation to this clause. It includes:

- 15 full days paid sick leave.
- 3 days paid bereavement leave

There is no longer half-day sick leave. This has been converted to full days (so instead of the previous 10 full days and 10 half-days there is now 15 full days).

You get 15 days sick leave on the first day you start permanent work and 15 days every 12 months following that date.

Part-time workers accrue Sick Leave on a pro-rata basis.

You can take sick leave if you are unwell or if you have to care for a family member who is unwell (also called Carer's Leave).

Sick Leave accumulates – the full balance of the previous 12 months untaken leave is transferred to the current year.

Once all paid leave has been taken you may be granted unpaid sick leave.

If you are sick for one or more days during paid annual recreation leave (ARL), you can have your ARL re-credited and the period of illness deducted from your sick leave balance instead.

If you have informed your manager that you will be taking sick leave and told them when you think you will be back at work *there is no legitimate reason for your manager to call you or visit you at home.*

Supporting Evidence - All Telstra award employees are entitled to five days paid sick leave without providing any certificate.

If you are sick for more than 3 days in a row you need to provide a certificate.

Your manager can ask you to provide a certificate within one day of you returning to work from sick leave.

A medical certificate from a doctor or a statutory declaration is satisfactory supporting evidence.

Remember, it is your right and your Award entitlement to take paid sick leave!