



WORKING HOURS – EXPEDITIONERS

Station Leaders and Supervisors will appropriately manage working hours and time off, based on an expeditioner's or work group's specific circumstances. Stations need to be supported on a 24 hours-per-day, seven days-per-week basis. While we do not expect that expeditioners will work 24/7, support to the achievement of operational objectives and the community means that you may be required to chip in at any time of the day or week – including the possibility of some hours being required beyond a normal day's work.

AAD employees receive Antarctic Service Allowance during periods in Antarctica. That allowance incorporates a significant proportion as payment in lieu of expected overtime worked in Antarctica. The allowance also includes a proportion in respect of performing common duties. Expeditioners should also note that the Antarctic Service Code of Personal Behaviour states that “your expedition responsibilities may need to be performed at any time of the day or night”.

The implementation of a reasonable working hours base supports appropriate fatigue management and OH&S practices. On stations, expeditioners can normally expect to work a minimum 8 hrs per day (excluding lunch) Monday to Friday and about 4 hours on Saturday morning in their primary role (eg carpenter, mechanic, etc). In addition, Saturday afternoon typically requires all expeditioners to take on community duties. Sunday is usually a rest day. However, expeditioners should also recognise that there will be occasions where additional work will be required to be completed. This may relate to call-outs, powerhouse issues, resupply, fuel transfers, training, etc.

Some work groups may require a different working hours regime. The Station Leader will discuss those requirements with the affected work group, and if necessary the HR area at Kingston, with a view to maintaining an appropriate, reasonable arrangement. The flexibility remains, with the approval of their Supervisor/Station Leader, for an Expeditioner to be granted additional time off to enable them to undertake travel off-station where they either work a significant number of hours beyond the normal expectations outlined above or as part of an opportunity pre-arranged with the Station Leader.

If any clarification of these expectations is required, you should initially discuss the matter with your Station Leader. In the event that further clarification is required, please contact the Human Resources Manager, Tina Maher.