



Frontline Toolbox Talks

Toll – TWU Enterprise Bargaining Agreement Update

17 March 2023

This Toll Toolbox is to support site leaders and supervisors to brief their teams on the Toll – TWU Enterprise Bargaining Agreement process. If you require further support, please email eba@tollgroup.com.

Notice of Employee Representational Rights and appointing a bargaining representative

Toll's current enterprise agreement ("2021 Heads of Agreement") with its employees and the Transport Workers Union expires on 30 June 2023.

We're required to commence negotiations for a new Heads of Agreement 3 months before the existing 2021 Heads of Agreement expires. This means bargaining can start from 1 April 2023.

Before negotiations begin, Toll is required to give our people who are likely to be covered by the new Heads of Agreement the opportunity to choose a bargaining representative.

A bargaining representative is authorised by the employee to represent them in negotiations for a new Heads of Agreement.

The bargaining agent can be a Union, another person or employee.

Most employees of Toll who are members of the TWU will rely on the TWU to represent them in negotiations.

Toll is however obliged to communicate this right to all employees who are likely to be covered by the new Heads of Agreement using a standardised legal form supplied by the Fair Work Commission called the "Notice of Employee Representational Rights" (NERR).

You can view the Notice of Employee Representational Rights on the [EBA website](#).

How to appoint a bargaining representative

To appoint a bargaining representative, the employee must:

- 1) Notify the person they want to appoint as a bargaining representative.
- 2) Send Toll a copy of that notification via email to eba@tollgroup.com.

Keeping up to date with our progress

We're committed to keeping you updated on the progress of our negotiations.

Please visit www.tollgroup.com/eba where you will find important information, toolbox talks and updates. Visit this site regularly to make sure you don't miss out on important updates.

You can also go to the website by scanning the QR Code. Please let me know if you need a hardcopy of any other documents and I will ensure that a copy is left in the breakroom.



Thank you for your time. Please speak to me or HR if you have any questions.

You can also email eba@tollgroup.com with any questions or suggestions.