

**PART 7 NON SALARY BENEFITS**

**7.18 Local Disaster and Emergency Leave**

- (a) An employee who, because of localised floods, cyclonic disturbances, severe storms, or bushfires (or any other comparable natural disaster or emergency):
  - (i) experienced extreme loss or trauma; or
  - (ii) must, of necessity, remain at home to safeguard the employee's family or property;
  - (iii) must remain at home to have temporary repairs effected, restore or replace essential belongings, complete necessary clean-up for safety or to enable occupation of residence; or
  - (iv) must remain at home because transport services and facilities are disrupted or discontinued due to weather or flood conditions; or
  - (v) is away from their usual residence and is unavoidably delayed in returning to their place of employment due to identified and specific disruptions to transport services and facilities; or
  - (vi) is required to return home before the employee's usual ceasing time to ensure personal safety, the protection of the employee's family and property or because the availability of transport services and facilities may be disrupted or discontinued due to weather or flood conditions, may make a request to the principal for a maximum of five (5) days per calendar year non-cumulative paid leave.
- (b) Access to the leave in clause 7.18(a) above will not be unreasonably refused by the principal.
- (c) The principal will make every effort to clarify contact and communication procedures to be used at times of emergencies.
- (d) The principal may consider additional paid leave in exceptional circumstances or where an employee is affected by more than one disaster or emergency in any one year.