What this Information Paper Covers
This document contains an overview of the Government’s Paid Parental Leave Scheme and how these leave entitlements interact with the University’s paid parental leave entitlements. It also contains some frequently asked questions about the Government’s PPL Scheme and how it is administered.

Employees of UNSW also have paid parental leave entitlements under the University’s enterprise agreements. This document does not contain general information about those parental leave entitlements – for information about parental leave entitlements at UNSW see clause 39.5 of the UNSW (Professional Staff) Enterprise Agreement 2010 and clause 34 of the UNSW (Academic Staff) Enterprise Agreement 2011.

Overview of Government Paid Parental Leave Scheme
On 1 January 2011, the Government’s paid parental leave (PPL) scheme commenced. Eligible working parents of children born or adopted on or after 1 January 2011 may get 18 weeks of Government-funded pay at the National Minimum Wage (currently $570 per week) before tax, to help them care for a new child. For information on the Government PPL scheme, go to the Family Assistance Office website at http://www.familyassist.gov.au/payments/family-assistance-payments/paid-parental-leave-scheme/

The Government determines eligibility for PPL and funds PPL. Payments are then made via the UNSW payroll system based on a notice from the Government (including a statement of the amount of PPL to be paid and dates for payment) and a transfer of funds from the Government to UNSW.

Any payment an employee may be eligible to receive under the Government PPL scheme will not affect their entitlement to paid parental leave at UNSW. If an employee is entitled to Government’s PPL, this is additional to any UNSW leave entitlement the employee may have.

For ease of reference, some FAQs are set out below with answers based on information from the Family Assistance Office website as at January 2011. Employees should not rely on this information and should make their own enquiries directly with the Government and/or financial advisor.

FREQUENTLY ASKED QUESTIONS

1. Am I eligible for Government PPL?
To determine whether you are eligible for Government PPL, go to http://www.familyassist.gov.au/payments/family-assistance-payments/paid-parental-leave-scheme/

The current eligibility criteria from the Family Assistance Office website are copied below:

- You must be the primary carer of a newborn child or recently adopted child
- You must be on leave or not working from the time you become the child’s primary carer
- You must have met the PPL work test before the birth or adoption occurs, that is:
  - You must have worked for at least 10 of the 13 months prior to the birth or adoption of your child
  - You must have worked for at least 330 hours in that 10 month period (just over one day a week), with no more than an 8 week gap between 2 working days
- You have received an individual adjusted taxable income of $150,000 or less in the previous financial year
- You must be an Australian resident
2. Do I have to be a permanent full-time employee in order to be eligible for Government PPL?
No, you do not need to be a permanent employee working full-time to be eligible for Government PPL. You may be eligible even if you:
- are a part-time, casual or seasonal worker
- are a contractor or self-employed
- have multiple employers, or
- have recently changed jobs.

3. How much Government PPL do I get?
Government PPL is 18 weeks, paid at Federal Minimum Wage (currently $570 per week).

4. Can my partner claim Government PPL too?
The maximum amount of PPL is 18 weeks per child. Either parent can claim the 18 weeks (provided they are the primary carer and meet the eligibility criteria) or it can be shared between both parents.

5. How do I apply?

6. When can I apply?
You can lodge a claim for Government PPL up to three months before the birth or adoption of your child. The Government encourages early application.

7. Can I lodge my application for Government PPL with UNSW?

8. What role does UNSW play in administering Government PPL?
The Federal Government determines eligibility for PPL and funds PPL. Payments are then made via the UNSW payroll system based on a notice from the Federal Government (including a statement of the amount of PPL to be paid and dates for payment) and a transfer of funds from the Government to UNSW. In some circumstances, the Government may make payment directly to the employee.

9. Does Government PPL reduce or change my UNSW paid parental leave entitlements?
No. If an employee is entitled to paid parental leave at UNSW, they will receive this entitlement regardless of any entitlement they may have to Government PPL. If you are eligible for Government PPL, you will receive this in addition to your UNSW paid parental leave.

10. When can I take my Government PPL?
You can be paid your Government PPL at any time you choose from when your child is born or adopted. However, it must be taken in one continuous period and all be taken within the first year after the birth or adoption. Thus, if you wish to claim the full 18 weeks, you need to commence PPL no later than 34 weeks after the date of birth of adoption of your child.

11. Can I take my Government PPL at the same time as University parental leave?
Yes, you can take your Government PPL at the same time, before or after your UNSW paid parental leave. However, your Government PPL must be taken in one continuous period. It cannot commence before the child’s birth or adoption date and must all be taken within the first year after the birth or adoption. If you take your Government PPL at the same time as UNSW parental leave,
12. **Can I work while receiving Government PPL?**
No. If you return to work your Government PPL will stop. If you decide to return to work before the end of the 18 week PPL period, you must notify the Family Assistance Office. You can “keep in touch” with UNSW during your period of Government PPL. This means you can participate in UNSW activities for up to a maximum of 10 days. Check the Family Assistance Office website for more information.

13. **What about the Baby Bonus?**
Government PPL and the Baby Bonus cannot be paid for the same child. If you meet the eligibility criteria for both payments, you can choose which payment is the best financial decision for your family. You should seek your own advice about your personal circumstances.

14. **Is Government PPL taxed?**
Yes, UNSW is required to deduct income tax from Government PPL based on the normal scale.

15. **Do I receive superannuation contributions on my Government PPL?**
No, superannuation contributions are not made on Government PPL.

16. **Can I take Government PPL at half pay?**
No, unlike UNSW parental leave, Government PPL cannot be taken at half pay rate.

17. **Is Government PPL paid in fortnightly instalments or in a lump sum?**
Government PPL is paid fortnightly.

18. **If I am casual or part time, is the Government’s PPL paid on a pro rata basis?**
No, Government PPL is a flat rate (currently $570) for all employees. If you have worked sufficient hours to qualify for Government PPL (see question 1), you are entitled to the full amount.

19. **Where can I find out more information?**

### Document information

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<tr>
<th>Contact person</th>
<th>Nicole Gower, Senior HR Manager</th>
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| Associated documents    | UNSW (Professional Staff) Enterprise Agreement 2010  
                          | UNSW (Academic Staff) Enterprise Agreement 2011 |
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