

KIWIRAIL NETWORK
Pay and Progression

Question & Answer Sheet

- 1. Question: How do I get onto the progression system?**
Answer: Your manager will decide where you fit into the new system, and this will be confirmed in a letter to you.
- 2. Question: Who do I see if I think I have been placed into the wrong position?**
Answer: Please contact your Manager if you think your placement is wrong.
- 3. Question: What if I don't want to be part of the pay and progression system?**
Answer: We believe everyone will benefit by moving to the new progression system.
If you don't wish to move, you will continue to be paid on your current pay rate. If you change your mind later, you will be placed onto the new position in your job progression, and your pay rate will match that position.
- 4. Question: Are there any time limits to moving from one progression step to the next?**
Answer: there are no time limits; you will progress at your own pace and your own ability.
- 5. Question: Can everyone move up to the top position in their job family?**
Answer: yes they can if they have completed all the requirements and demonstrated their ability to perform the tasks at the next level. Please refer to Question 11 for appointed roles.
- 6. Question: How will these market rates be applied?**
Answer: these market rates will be applied each July onto existing rates before any % increase to the MECA is applied. Where current rates meet the surveyed market rates, there will be no change. In cases where the increases are too large to apply all at once, they will be spread out over 3 years. Everyone is expected to reach the market rate by July 2013.
- 7. Question: How will these market rates keep up to date?**
Answer: as they will be applied each July before the MECA % is applied, they should move in line with current market rates.
- 8. Question: Can I get hold of the rates for my job family?**
Answer: the rates for your job family are available from your Manager.
- 9. Question: If I achieve a progression step in September, do I have to wait until the following July to get the pay increase?**

Answer: once you have completed and been assessed competent in all the requirements, your manager should complete the paperwork for the pay change to occur at that time (in this example the pay change will occur in September).

10. Question: What does grand parenting my rate mean?

Answer: Some market rates are lower than current rates in the MECA; those staff affected will retain their current rates until the market rate catches up.

11. Question: What is an appointed role?

Answer: these are clearly marked in every job family; they are limited and not open to everyone, and are gained by appointment only. Such roles as gangers, leading hands, team leaders and inspectors are positions which you can only attain by appointment.

12. Question: If I want to become a verifier or assessor, what does it involve?

Answer: These are senior roles for people with strong knowledge and skills of the work covered in that job family. Some training is required, and you should contact your manager if you wish to be considered. We encourage all senior staff to become involved as part of their commitment to the development of our people.

13. Question: What part do unit standards have in the progression system?

Answer: On the Job Tasks (OJT's) form the basis of all the progression steps; the achievement of unit standards will naturally occur from these. Unit standards will be credited to you as you complete your OJTs, and will count towards your NZ Certificate in Rail Transport.

14. Question: What happens if the OJT's need to be changed?

Answer: we anticipate there will have to be changes made as with any new system, and these will occur at the appropriate time, with a more formal review within 12 months.