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Tuesday 5 May 2020

Kogilan Moodley  
Vice President People Oceania & SE Asia  
Menzies Aviation

By email: [kogilan.moodley@menziesaviation.com](mailto:kogilan.moodley@menziesaviation.com)

Dear Kogilan

**Re: Variation to the Menzies Aviation (Sydney and Melbourne) Customer Service Enterprise Agreement 2018**

We refer to your email to Michael Robson regarding a variation to the Menzies Aviation (Sydney and Melbourne) Customer Service Enterprise Agreement 2018 ('Agreement') dated 5 May 2020.

The ASU has worked closely with Menzies Aviation during the COVID-19 Pandemic. This includes close collaboration at a workplace level to protect jobs, and political lobbying to win government support for the sector. We remain committed to working with you to protect our member's jobs.

Our members have shown Menzies Aviation a significant amount of goodwill during the pandemic. We expect that the company will show the same goodwill as it progresses its claim to vary the enterprise agreement.

We ask that Menzies Aviation:

- commit to good faith discussions with the ASU before asking its employees to vote on any variation to the Agreement, and acknowledge that this may require more than one meeting;
- commit to giving its employees a seven day notice period prior to asking them to vote on any variation to the Agreement; and
- commit to share with the ASU sufficient information to assess Menzies Aviation's claim.

**Request for information - Pursuant of s. 228 (1) (b) Fair Work Act**

The ASU requests that Menzies Aviation provide the following initial information to the ASU representatives involved in the negotiation of a new enterprise agreement:

1. Details of the number, gender and age of part time, full time, jobshare and temporary and/or fixed term including information breaking the numbers down by broad location and division and the classification levels of the employees in each category.
2. Details of the number of employees for which the company is entitled to receive JobKeeper payments, broken down by employment type and location.
3. Details of the number of employees who are paid more than \$1,500 each fortnight, including information breaking the numbers down by broad location and division and the classification levels of the employees in each category.
4. Details of the current accumulated annual leave balances of employees covered by the EBA by division, location and classification level.

5. Details of any paid annual leave that has been granted for the period between 1 May 2020 and 1 October 2020, broken down by employment type and location.

We ask that you provide this information to us by COB on Wednesday, 13 May 2020. We also ask that you provide us with possible meeting times. We would be available to meet with you any time between 19 and 29 May 2020.

Yours sincerely

A handwritten signature in blue ink that reads "Linda White". The signature is written in a cursive style with a large initial "L" and "W".

LINDA WHITE  
Assistant National Secretary