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By your side

Monday 14<sup>th</sup> September 2020

Mark Brinkworth  
Regional Vice President – South East Australia Ground Handling  
Menzies Aviation (Australia) Pty Ltd

By email: [Mark.Brinkworth@johnmenzies.aero](mailto:Mark.Brinkworth@johnmenzies.aero)

Dear Mark

**RE: Special Leave Without Pay**

I am writing behalf of ASU members. The ASU calls on Menzies Aviation to offer 'Special Leave without Pay' (SLWP) to all employees affected by stand downs. This is special arrangement for employees who want certainty that they will not be recalled to work at Menzies Aviation because they have secured secondary employment or are caring for their children.

We ask that Menzies Aviation develop a draft SLWP policy as a matter of urgency, and provide that document to the ASU for consultation.

SWLP must have the following features:

1. An employee would make an agreement with Menzies that they would not to be recalled to work for a certain period of time. It would be completely voluntary.
2. SLWP would count as service. This means employees would continue to accrue annual leave and other entitlements while on SLWP. The employee would not be entitled to take that leave until they have return from SLWP.
3. An SLWP agreement would include clear rules applications to extend SLWP and rules about how an employee can be recalled to work if flying picks up again. This should balance the needs of both employees and the company.

Our members need a range of options to help them through this time. We need to make sure that employees who want to stay aren't squeezed out because they can't balance working for Menzies with other commitments. We also believe that the offer of SLWP will reduce the growing demand for redundancies.

We look forward to your response by close of business, Monday, 21 September 2020. Please enclose with you response a draft SLWP policy and proposed dates or times for a consultation meeting to discuss the draft.

Yours sincerely

A handwritten signature in blue ink that reads "Linda White".

Linda White  
**ASSISTANT NATIONAL SECRETARY**

c.c. Kogilan Moodley, [Kogilan.moodley@menziesaviation.com](mailto:Kogilan.moodley@menziesaviation.com)