



Some answers to questions you might have about the new JobKeeper payment from the Government

What is the JobKeeper payment?

It's money that the Government is giving places like Bedford, so that they can keep on paying their workers their wages (pay).

This is because lots of places have had to close down or send some workers home because of the Coronavirus - the money is to help both employers and employees out so people can still pay their bills and to keep places like Bedford open.

Who can get the payment?

Before Bedford enrol to receive JobKeeper payments, we need to notify each eligible employee (you) that we intend to nominate them as eligible employees under the JobKeeper scheme. **We believe you are an eligible employee and would like to nominate you to claim the JobKeeper Payment.**

You must agree to be nominated by Bedford by completing the *JobKeeper employee nomination notice* (the form attached to this paper) and getting it back to us as soon as possible.

We think it's a really good idea for you to sign the form to apply for the JobKeeper Payment as it is a really good thing for Bedford and for you, however it is your choice.

How much is it?

The JobKeeper payment is \$1500 per fortnight (minus tax). This is instead of your pay - not on top of your pay.

What about tax?

Yes, you will get taxed on the \$1500 per fortnight - so you will get paid \$1500 minus the amount the Government takes out for tax.

What about superannuation?

Superannuation is still paid on your normal wages.

That's way more than I normally get paid - will I just get my normal pay?

No, you will get the full amount of JobKeeper payment - \$1500 per fortnight (minus tax).

I work part-time - how much will I get paid?

You will get the full amount of JobKeeper payment - \$1500 per fortnight (minus tax).

Can I choose to change my hours now and get the JobKeeper payment?

Because you have an agreement with Bedford (employment agreement), you will still need to work your usual days and hours and Bedford will pay you the JobKeeper payment.

If you want to change your work hours, you will need to talk to your Personnel and Training Officer, just like you normally would. This is because Bedford will have to agree to the change.

My normal work was temporarily closed down and I moved to another job in Bedford - can I get JobKeeper in my temporary job?

Yes, Bedford will pay you the JobKeeper payment.

I'm not at work right now - will I get paid the Job Keeper Payment?

The Government has rules about this that Bedford has to follow. If you are:

- **On Annual leave** (that has been okayed by Bedford) - you will get paid the JobKeeper payment while you are on annual leave.
- **On Sick leave** - you will get paid the JobKeeper payment. If you are on sick leave for more than 2 days, you will still need to give Bedford a medical certificate from your doctor. Bedford's normal rules still apply for sick leave because that is part of your employment agreement.
- **On Leave Without Pay** It depends but probably not. The JobKeeper money is to keep people in jobs. So, if Bedford still has jobs for people, people cannot choose to not come to work but still get the JobKeeper payment. And at the moment, Bedford still has enough jobs for everyone. *If you are on Leave Without Pay, please call our Bedford Coronavirus helpline* (the numbers are written down at the end of this paper) so we can work this out with you.
- **Staying home because of the Coronavirus but you aren't sick** It depends, but probably not. The JobKeeper payment is to keep people in jobs, so if Bedford still has a job for people, people cannot choose to not come to work and still get the JobKeeper payment. And at the moment, Bedford still has enough jobs for everyone. If you are in this situation, please call our Bedford Coronavirus helpline (the numbers are written down at the end of this paper) so we can work this out with you.
- **On WorkCover and staying home the whole time** - you will get paid your normal pay but not the JobKeeper payment.
- **On WorkCover but back at work on less hours or doing a different job because of WorkCover** - you will get paid the full JobKeeper payment of \$1500 per fortnight (minus tax).
- **Maternity/Parental Leave** – you will not be eligible for the JobKeeper payment if you are receiving parental payments from the government.

How will I get paid?

The Government gives Bedford the money, then Bedford pays you like normal.

When does it start?

Bedford needs to make the first JobKeeper payment to you by the 28th of April, which is really soon, so we need you to get your signed form back as soon as possible, so we can tell the Government.

When does it finish?

It depends on the Government but right now, they have said that JobKeeper will end on 27 September 2020. We will let you know if that changes.

I have a job with another place – what do I do?

You can only get the JobKeeper payment from one employer, so if you have two jobs you will need to choose just one. Let us know and we can talk to you about this.

What happens to my Disability Support Pension (DSP)?

The JobKeeper payment is wages (pay) - Centrelink will need to know about it so that they can change your pension payments.

- If Bedford is already letting Centrelink know about your wages - you won't need to do anything extra.
- If you normally let Centrelink know about your wages yourself - you will need to tell them that your wages have changed.
- Once the JobKeeper payment is finished, your DSP will just go back to normal. You may need to advise social services that your situation has changed. You will not need to re-apply.

What happens if I have utility bills, rent and other purchases deducted automatically from my DSP via a Centrepay system?

If you receive the JobKeeper payment and Centrelink changes your pension payments, please review your arrangements with Centrepay to ensure your other purchases are not impacted.

Will social housing rents increase due to JobKeeper payments?

No. If you live in public or community housing and get the JobKeeper Payment your rent won't increase because of these payments

What about my Pension Card?

The JobKeeper payment won't change your card - you can still use it.

Who do I send the signed form to?

To tell us that you consent (say its okay), you can tell your Personnel and Training Officer or call the Bedford Coronavirus helpline (the numbers are written down at the end of this paper).

Your Personnel and Training Officer and any of the staff can help you fill in the form, or you can ask a family member or someone you trust to help you.

Bedford needs your consent (to say its okay) by **Friday 24th April 2020** because the Government needs us to get back to them really quickly.

What if I don't want to sign the special form but I want the JobKeeper payment?

The Government has said that Bedford needs to have you sign the special form if you want the JobKeeper payment. So, if you don't fill in the form, you won't get the JobKeeper money.

I want some more time to think about this – what can I do?

The Government has set the rules and they want us to get back to them really quickly. This is why Bedford needs to act quickly and we need your consent (to say its okay) by **Friday 24th April 2020**.

You also have to fill in the special form and give it to us by that day.

What if I don't want the JobKeeper payment?

That's okay, you don't have to have the JobKeeper payment. Bedford will still pay you your normal wages.

You need to think about this really carefully - because its likely that you will end up with more money if you sign up for the JobKeeper payment,

I still have questions. Who do I speak to?

You can talk to your Personnel and Training Officer or call the Bedford Coronavirus helpline on **0429 135 448** or **0429 124 648** during the week from 8.30 in the morning until 5 o'clock at night.

IF YOU WANT TO GET THE FIRST JOBKEEPER PAYMENT ON THE 28th APRIL, YOU NEED TO SIGN THE FORM AND GIVE IT BACK TO US BY FRIDAY 24th APRIL AND BE EITHER WORKING OR ON PAID LEAVE PRIOR TO THE END OF ARPIL