



# COVID-19 FACT SHEET

## What if I'm not getting paid normally?

- IF:**
- a) **your employer goes broke,**
  - b) **you're made redundant as a result of the pandemic, or**
  - c) **if your employer ceases paying your wages for any other reason,**

**You have a few final options:**

**If your employment is continuing, but your employer has ceased paying you wages, for whatever reason, you may apply for any accrued annual leave or RDOs:**

- You cannot be directed to access your annual leave or long service leave to cover the cost of isolation or quarantine periods, though in very specific circumstances they may be able to direct workers to take excessive accruals of leave.
- If you wish to take annual leave, employers cannot unreasonably refuse a request to take paid annual leave.
- If you are not being paid and considering this option, contact your union delegate or organiser immediately.

**If your employment has ceased, or your wages are interrupted for any reason, you may have access to an income protection insurance product or sickness and injury payments.**

- Workers under CFMEU EBAs often have access to payments via Built-PLUS. Note that there is a waiting period before the payments commence. Check your EBA to see if you're covered, and if so, contact CSI on (02) 6230 1320.
- Workers in both CBUS and BUSSQ superannuation funds may have selected income protection insurance when they signed up for their accounts. Contact your superannuation fund to find out if you're covered.

**If you have an ACIRT account, you may claim your accrued entitlements:**

- If your employment has ceased, request a separation certificate from your employer:  
<https://www.servicesaustralia.gov.au/individuals/forms/su001>
- When you have a separation certificate, download this form to claim your ACIRT:  
<https://www.acirt.com.au>
- ACIRT is currently considering changes to the scheme to allow access to ACIRT in cases of stand down. CFMEU will provide updates to members by social media if any changes are made.



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## If your employment has ceased, or your employer has ceased paying you wages and you're eligible for Long Service Leave:

- An employee who completes a period of continuous service of at least 7 years is entitled to 6.0667 weeks paid leave.
- If you do not have at least 7 years continuous service you may still be eligible for a pro-rata payment, where an employee has been employed for at least 5 years but less than 7 years and the employment is terminated. The employee is entitled to a pro-rata payment of long service leave for each completed year and month of service.
- Please contact the Long Service Leave Authority if you want to check your eligibility at (02) 6247 3900.
- You can access a claim form by using the following link:  
[https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/3008/~/long-service-leave#!tabs-3](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/3008/~/long-service-leave#!tabs-3)
- The ACT Government is currently considering changes to the Portable LSL scheme that would allow workers early access to their LSL balance in cases of hardship. CFMEU will provide further updates to members by social media if any changes to the scheme are made.

**IF:** 1) **your employment has ceased, or**  
2) **you are a sole trader, casual or contract worker whose income has reduced, or**  
3) **if you're unable to work as normal because of Covid-19 or because of caring for a person with Covid-19 and your employer has ceased paying your wages for any reason,**

### You may claim JobSeeker's Allowance, if:

- a) you're between 22 and Aged Pension age, and
- b) an Australian resident, you can apply for JobSeeker Allowance here:  
<https://www.servicesaustralia.gov.au/individuals/services/centrelink/jobseeker-payment>

### Documents you'll need to qualify for Jobseeker allowance include:

- A doctor's certificate for your current illness
- A separation certificate from every employer you've left employment with for the last 12 months (note that these may now be waived in some circumstances)
- Your Tax File Number
- A bank statement
- A superannuation statement
- Details of your assets, including real estate