

AUSTRALIAN CAPITAL TERRITORY

ANNUAL HOLIDAYS ORDINANCE 1973

EXPLANATORY MEMORANDUM

The Annual Holidays Ordinance 1973 will entitle employees in the Australian Capital Territory to four weeks annual leave. The Ordinance is designed to provide minimum standards in relation to employees' annual leave rights while preserving any more advantageous leave entitlements employees may have under an award or an agreement.

The Ordinance will enable an employee to take four weeks leave on full pay at the end of each year of service. Ancillary provisions are included to:

- enable a prescribed officer to be appointed to assist in the administration of the Ordinance;
- make holiday pay payable on the last working day before the holidays commence;
- require holidays to be taken six months after they fall due. If this is not possible the holidays can be taken at a later date with the approval of the prescribed officer;
- permit a close-down for the benefit of those industries in which this procedure has become customary;
- prohibit payment in lieu of holidays except on termination of employment;
- require employers to maintain proper records relating to employees' leave and permit the prescribed officer access to those records.

G.M.B.  
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(Minister's Initials)