

In the farming industry it can be difficult to attract employees/contractors and often there is a high turnover in these. Employers can often overlook the administrative aspects of employing due to their busy workloads.

However the administrative aspects of employing are very important to help prevent and defend the business against any legal action. Legal action could come from a previous employee or Government body for breaches in Work Health and Safety regulations, the Fair Work Act, Superannuation (Guarantee) Law, Tax Law or Award conditions.

At Brentnalls SA we are very mindful of these risks and work with farmers and third party experts to minimise risk.

New Employee Checklist

We've designed a new employee administrative checklist for employers to run through when they take on a new employee/contractor.

This checklist goes through the various statements/policies you want your new employee to sign off on that they've read and understood. It also lists those documents an employee needs to complete on commencing employment.

Employee Contracts

Farming employees generally fall under the Federal Pastoral Award. To ensure terms are clear and you're protected an employee contract should be issued and signed by all new employees.

We've sought the third party expertise of an industrial relationship specialist to assist our clients in preparing these contracts.

Business Policies and Occupation Health & Safety

The policies for which your business runs are very important. They set out the rules and regulations for which employees should abide and give you recourse when they are not adhered to.

One of the most important areas of which is Work Health & Safety. We can assist you developing your own policies or can put you in touch with provider Safe Ag Systems who have an online and mobile solution to help cover you in this area which includes a policies section with ready to use templates.

Disclaimer

The information provided in this information sheet does not constitute advice. The information is of a general nature only and does not take into account your individual financial situation. It should not be used, relied upon, or treated as a substitute for specific professional advice.

We recommend that you contact Brentnalls SA before making any decision to discuss your particular requirements or circumstances.

"Keeping up with the administrative aspects of employing will ensure your business is protected"

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