
Subject: Casual conversion assessment decision
Date: Tuesday, 21 September 2021
From: Workplace Relations
To: Antonia Aitken

Dear Antonia

In March 2021, there were amendments to the **Fair Work Act 2009** which requires all organisations to review their casual employee cohort. Casuals who meet certain eligibility criteria, may be offered a conversion of employment into either a fixed term or continuing role.

An assessment has been concluded to determine if the University is required to offer you conversion in accordance with the casual conversion provisions of [section 66B](#) of the **Fair Work Act 2009**. That assessment of your casual appointment has been completed.

The pre-requisites for making an offer are that you have been employed for at least 12 months and that you have worked a regular pattern of hours on an ongoing basis for the six-month period concluding on the 27 March 2021.

The University has determined as you do not meet these prerequisites you will not be offered conversion at this time.

The outcome of this assessment will not impact your casual employment at the University.

Further information in relation to the casual conversion provisions of the legislation is available in the [Casual Employee Information Statement](#) produced by the Fair Work Ombudsman.

Please refer any questions about this matter to the [People and Wellbeing](#) team.

Executive Director Workplace Relations
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