



Introduction to Tiger Consulting Australia (provide by Managed Payroll Solutions)

Tiger Consulting Australia (provide by Managed Payroll Solutions)

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Key Country Facts

Official Language

Australian English is a major variety of the English language and is used throughout Australia. Although English has no official status in their constitution, Australian English is Australia's *de facto* official language and is the first language of the majority of the population.

Currency: Australian Dollar (AUD)

Time Zone: Australia is divided into three separate time zones:

Australian Eastern Standard Time (AEST) covers the eastern states of Queensland, New South Wales, Victoria, Tasmania, and the Australian Capital Territory. AEST is equal to Coordinated Universal Time plus 10 hours (UTC +10).

Australian Central Standard Time (ACST) covers the state of South Australia, the town of Broken Hill in western New South Wales, and the Northern Territory. ACST is equal to Coordinated Universal Time plus 9½ hours (UTC +9½).

Australian Western Standard Time (AWST) covers Western Australia. AWST is equal to Coordinated Universal Time plus 8 hours (UTC +8).

Capital City: Canberra is the Capital of Australia.

Laws and Customs: Australia follows a Westminster system of government and law inherited from the British who originally colonized the country. There are two main political parties and

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a number of minor parties, which make up the Commonwealth Parliament. Each state and territory also has its own government.

Cultural observations

Australian society is made up of people from a rich variety of cultural, ethnic, linguistic, and religious backgrounds, and this is a defining feature of modern Australian society. Aboriginal and Torres Strait Islander people have inhabited Australia for tens of thousands of years. Most Australians are immigrants or the descendants of immigrants who arrived during the past two hundred years from more than 200 countries. The most commonly spoken language in Australia is English, and the most commonly practiced religion is Christianity, although foreign languages and other religions are also common.

Establishing a company/legal entity in Country

Employment: Locals may work at will. Foreign workers and expatriates must possess valid work visas prior to commencing work.

Working Hours: Full-time employees- 38 hours from Mon-Fri

Parents and caregivers can ask for a change in working arrangements to care for young children under school age or children under 18 with a disability.

Banking and payments: The **banking sector in Australia** consists of a number of banks licensed to carry on banking business under the *Banking Act 1959*, foreign banks licensed to operate through a branch in Australia, and Australian-incorporated foreign bank subsidiaries. The banking system is liquid, competitive, and well developed. For the past 10 years ended in mid-2013, Commonwealth Bank got the first rank of Bloomberg Riskless Return Ranking with returned a risk-adjusted 18%. Westpac Bank set in fourth with 11% and ANZ Bank set in seventh with 8.7%.

Visas & work permits: Legal workers are Australian citizens, permanent residents, and non-citizens with Australian visas that allow them to work.

Most temporary visa holders have permission to work while in Australia. Some visas do not allow non-citizens to work while they are in Australia such as visitor visas, while some only allow a limited amount of work such as working holiday and student visas.

Illegal workers are:

- Non-citizens who are working in breach of a visa condition that limits or restricts work
- Unlawful non-citizens.

Public Holidays

- | | |
|-------------------------|--|
| • New Year's Day | January 1 |
| • Australia Day | January 26 |
| • Canberra Day | March 11 (ACT only) |
| • Adelaide Cup | (date will move slightly each year)(South Australia only) |
| • Good Friday | (date will move slightly each year) |
| • Easter Saturday | (date will move slightly each year) |
| • Easter Monday | (date will move slightly each year) |
| • ANZAC Day | April 25 |
| • May Day | (date will move slightly each year)(Northern Territory only) |
| • Western Australia Day | (date will move slightly each year)(WA only) |

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- Queen's Birthday (date will move slightly each year)
- Family and Community Day (date will move slightly each year)(ACT only)
- Labour Day (date will move slightly each year)
- Melbourne Cup (date will move slightly each year)(Victoria only)
- Christmas Day December 25
- Boxing Day December 26

Tax & Social Security

There are many forms of taxation in Australia. Individuals and companies in Australia may be required to pay taxes or charges to all levels of government: local, state, and federal governments. Taxes are collected to pay for public services and transfer payments (redistribution of economic wealth).

Income taxes are the most significant form of **taxation in Australia**, and collected by the federal government through the Australian Taxation Office. Australian GST revenue is collected by the federal government, and then paid to the states under a distribution formula determined by the Commonwealth Grants Commission.

Social Security Appeals Tribunal (SSAT)

The Tribunal is the first level of external merits review of decisions made by Centre link about social security, family assistance, education or training, and parental leave payments. The Tribunal is also the only level of external merits review of most decisions made by the Child Support Agency.

Reporting requirements

Monthly:	Payroll
Yearly:	Accounting/Audit
Starters & Leavers:	TFN forms
AOT:	Monthly filing 20 th of the next month
Annual Tax Filing:	Employers to file income tax return by October 31 st of the year Employees to file income tax return by June 30 th of the year

Employment Law

Minimum employment conditions, for employees in the national workplace relations system, are covered by the National Employment Standards (NES). Further conditions can be set by awards, agreements, and other industrial instruments.

National Employment Standards (NES)

The Fair Work Ombudsman helps employees, employers, contractors, and the community to understand and comply with the new system. We provide education, information and advice, help to resolve workplace complaints, conduct investigations, and enforce relevant Commonwealth workplace laws.

As of January 1, 2010, the National Employment Standards (NES) replaced the Australian Fair Pay and Conditions Standard. Together with modern awards (also from January 1, 2010), the NES make up a new safety net for employees covered by the national workplace relations system.

In addition to the NES, an employee's terms and conditions of employment generally come from an award or agreement. All references to an award or agreement in this fact sheet include modern awards, enterprise agreements, and award or agreement-based transitional instruments.

Employees

Payslips: Monthly available on web-site, pdf or paper

Payslip requirements: (sample payslip)

Managed Payroll Solutions
Level 9
289 Flinders Lane
Melbourne VIC 3000

Payroll Advice

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Managed Payroll Solutions A.B.N.: 94 155 699 273	Cheque No: 162 Payment Date: 27/09/2013
Samatha Dobbs Pay Frequency: Monthly Pay Period: 1/09/2013 To 30/09/2013 Annual Salary: \$150,000.00 Hourly Rate: \$75.9109 Employment Classification: Superannuation Fund: Hostplus	Gross Pay: \$12,500.00 Net Pay: \$8,687.00

Description	Hours	Calc. Rate	Amount	YTD	Type
Base Hourly	164.667	\$75.911	\$12,500.00	\$37,500.00	Wages
PAYG Withholding			-\$3,813.00	-\$11,439.00	Tax
Holiday Leave Accrual	12.667		38.00		Entitlements
Superannuation Guarantee			\$1,156.25	\$3,468.75	Superannuation Expenses

Holiday allowance: Paid days off on public holidays unless it's reasonable to ask the employee to work.

Annual Leave: 4 weeks paid leave per year, plus an extra week for some shift workers.

Parental leave Up to 12 months unpaid leave, the right to ask for an extra 12 months unpaid leave and other types of maternity, paternity, and adoption leave.

Community service leave Up to 10 days paid leave for jury service (after 10 days is unpaid) and unpaid leave for voluntary emergency work.

Personal/caregiver's leave 10 days paid personal (sick) / caregiver's leave, 2 days unpaid caregiver's leave and 2 days compassionate leave as needed.

Long service leave A transitional entitlement for employees as outlined in an applicable pre-modernized award, pending the development of a uniform national long service leave standard.

Benefits to the employee in country

Pensions

The Department of Social Services helps to support seniors with programs, services and benefits, and payments, through grants and funding for organizations providing services for seniors.

Pensioner Concession Card

If you receive age pension you will be able to get a Pensioner Concession Card. This gives you access to Australian government health concessions and helps with the cost of living by reducing the cost of certain goods and services.

You may also get a Pensioner Concession Card if you are aged over 60 and have been receiving other certain income-support payments for nine months or more.

Expatriates:

Accommodation

Australia offers limitless choices in accommodations. They offer a huge variety of choices from luxury resorts, boutique hotels and self-serviced apartments to rustic country pubs, backpacker accommodations, and camping facilities. You can expect friendly service and the best standards in whichever budget range you choose. Research ahead of time about the different types of accommodations, amenities they offer, and how much they might cost.

Transportation

There are many forms of transportation in Australia. The nation is highly dependent on road transport. There are more than 300 airports with paved runways. An extensive rail network is available for passengers that connect many rural areas to major metropolitan centres. The mining sector is reliant on rail to transport its product to Australia's ports for export.

Food

Contemporary Australian cuisine combines British and indigenous origins with Mediterranean and Asian influences. Australia's abundant natural resources allow access to a large variety of quality meats, and to barbecue beef or lamb in the open air is considered a cherished national tradition. The great majority of Australians live close to the sea and Australian seafood restaurants have been listed among the world's best.