



**CIRCULAR TO DEPARTMENTS AND AUTHORITIES NO. 3 OF 2013**

**ANNUAL LEAVE LOADING 2013**

This Circular is valid for all public sector Awards that provide for annual leave loading, and replaces Circular to Departments and Authorities No. 12 of 2011.

**WAGES EMPLOYEES**

The maximum annual leave loading that may be paid on four weeks' annual leave commencing from 1 October 2012 is **\$1,613.70**.

The maximum amount for shift workers entitled to one weeks' additional annual leave within their award is **\$2,017.10** for leave commencing from 1 October 2012.

**SALARIED OFFICERS**

The maximum loadings prescribed above also apply to salaried officers commencing annual leave after 31 December 2012.

**BOB HORSTMAN**  
**EXECUTIVE DIRECTOR**  
**LABOUR RELATIONS**

22 May 2013