

Procedure: Superannuation

Purpose

To inform staff of the University provisions for superannuation.

Procedure

1. Superannuation contributions for University employees are normally made to [UniSuper](#), the industry fund for the Tertiary Sector, in accordance with the University's Trust Deed and Deed of Covenant with UniSuper. The level at which the employer and employee are required to contribute is set out in the Trust Deed and further prescribed in the University's Enterprise Agreement.
2. All staff members on continuing appointments, continuing (contingent funded) appointments, fixed term appointments of 12 months or more, or fixed term staff members who have 12 months continuous service (as per clause 34 of the Enterprise Agreement) are eligible for UniSuper membership.
3. Unless otherwise agreed, the University will pay 17% of salary to UniSuper, into a Defined Benefit Division; Accumulation 2_plan for all staff who are eligible to be members of UniSuper and eligible for a 17% employer superannuation contribution.
4. All staff members on fixed term appointments with less than 12 months service and casual staff members are eligible for UniSuper membership, at the prescribed superannuation guarantee rate if their pay meets the entitlement threshold for provision of superannuation. Where the staff member is casual, the casual loading will be included in the total figure used to determine if superannuation guarantee is payable.
5. In accordance with clause 5, where a staff member is entitled to the employer superannuation contribution at the superannuation guarantee rate, the UniSuper Plan will be an Accumulation 1 plan.
6. From the first pay period on or after 31 December 2020 the University will pay 17% of salary to UniSuper for all fixed term staff members.
7. Staff currently employed with the ANU who are pre-existing members of the [Commonwealth Superannuation Scheme \(CSS\)](#) and the [Public Service](#)

Superannuation Scheme (PSS) are eligible to continue their membership whilst employed with the University. New staff who join the ANU and have existing membership with CSS are able to retain their membership and have their contributions made into the CSS by the University subject to agreement by ANU. The University are no longer an eligible employer for the PSS, therefore new staff who join the ANU and have existing membership with PSS cannot continue to be a member of the PSS, whether or not continuous service applies.

8. The University will not set the term of a fixed term appointment with the aim of avoiding the payment of 17% superannuation contributions.

9. The University will maintain existing arrangements with UniSuper for current and new staff members who are not eligible for a 17% UniSuper employer superannuation contribution. This will include the payment of the Superannuation Guarantee component, of any amount, which will be paid to UniSuper.

10. Should any amendments to CSS or PSS make it possible during the life of this Agreement for employee members to reduce their contributions, the parties will hold discussions on the possibility of increasing the flexibility of employee contributions to CSS and PSS. The University will ensure that it maintains adequate employer provision for those staff who are members of CSS and PSS.

11. The salary upon which contributions are calculated shall be no less than as defined in the UniSuper Trust Deed and shall include the rates payable to casual employees.

12. Where a staff member salary sacrifices under clause 27 (salary sacrificing and deductions) of the Enterprise Agreement, the employer contribution will be based on the staff member's pre-sacrificed salary.

13. Where a staff member who currently receives 17% employer contributions decides to reduce their employee contributions under the Contribution Flexibility provisions, the University will maintain the employer contributions at 17%.

14. A staff member of the UniSuper Defined Benefit Division may apply to the University to make payments to UniSuper to cover their member contributions and the employer contributions (which does not include the 3% productivity payment) for periods of authorised leave without pay.

15. A staff member on fixed term or permanent continuing employment may elect to reduce their time fraction under a pre-retirement contract (clause 52 of the Enterprise Agreement) to not less than 0.2 where they are within 3 years of being eligible to receive a retirement benefit from their superannuation scheme. The University may agree to pay a subsidy to maintain employer UniSuper contributions at the rate applicable to the former substantive appointment

provided the staff member maintains their personal superannuation contribution appropriate to their previous full time contribution. Such cases will be considered by the Dean or Director with approval sought from the Director – Human Resources prior to producing a pre-retirement contract.

16. The University may exercise its options under the UniSuper Deed of Covenant for flexibility in coverage and contribution level and allow a staff member the opportunity to have a lesser contribution rate to UniSuper or opt out of UniSuper for an alternative arrangement. Such cases will only be considered in exceptional circumstances as determined by the Director – Human Resources. An application may be made to the Director prior to or after appointment.

17. Where a staff member, who is eligible for paid parental leave, accesses approved unpaid parental leave, the University will continue to pay employer superannuation contributions during the period of unpaid leave up to a maximum of 26 weeks.

18. Where a staff member who is eligible for paid parental leave, and accesses this leave at half pay, the University will continue to pay employer superannuation contributions at the full pay rate, up to the equivalent of a maximum 26 weeks.

19. Where employer superannuation contributions made in accordance with clause 17 or 18, the maximum employer superannuation contributions made will be up to the equivalent of 26 weeks at full pay, regardless of whether the staff member accesses unpaid parental leave, or parental leave at half pay.

Document information

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