

# CED Voluntary Redundancy Program – information for toolbox talk

**Addendum:** The directorate will supplement the costs of independent, accredited financial counselling incurred by each officer who has been offered voluntary redundancy up to a maximum of \$1000. The financial counsellors must directly invoice the directorate.

## Key messages

CED has announced a voluntary redundancy program.

- It is completely voluntary – it is your choice to apply or not
- If you do decide to apply, you don't have to accept an offer

## Why this is happening

- The Directorate's budget does not match current staffing levels.
- This program will make sure we can continue delivering services for the community.

## Who can apply

Permanent employees (including part-time and those on leave)

Not included:

- Bus Operations and Fleet Services (operational staff)
- Employees moving to Digital Canberra
- Temporary or contract staff

## What happens if you apply

You will need to submit an Expression of Interest (EOI) by: **Midnight Sunday, 14 June**

If you apply, your EOI will be assessed based on things like:

- Safety
- Service delivery
- Government priorities

If approved:

- You will get your estimated payout
- You will meet with HR
- You are eligible for up to \$1,000 to supplement the cost of an independent, accredited financial advisor for financial advice. The amount will be paid directly to the provider by the directorate.
- You have 1 month to decide, and you can say no before you formally accept.

**Addendum:** The directorate will supplement the costs of independent, accredited financial counselling incurred by each officer who has been offered voluntary redundancy up to a maximum of \$1000. The financial counsellors must directly invoice the directorate.

## What if you don't apply

- You stay in your role
- There is no negative impact from not applying

## Important reminders

This might feel like a big or uncertain topic. That's completely understandable. There is support available if you need it, including free counselling through EAP and wellbeing programs. If you're thinking about applying, it's really important to:

- Take your time
- Read the information on the intranet
- Consider getting financial advice

## Looking ahead

Across CED, there will continue to be a focus on:

- Supporting team wellbeing
- Keeping workloads manageable
- Prioritising work to match capacity
- Exploring opportunities for mobility and development where possible
- Investing in our workforce for the future.

## Where to get more info

Full details are available on the [Voluntary Redundancy Program SharePoint page](#) on the CED intranet, including how the process works, frequently asked questions and how to get more information.

**Email:** CEDVR@act.gov.au

**Phone:** 6207 6737

## Supervisor note (do not read out)

- Keep tone calm and neutral
- Do not advise staff to apply or not
- Direct staff to official information
- Allow time for questions if appropriate
- Share below QR code with staff who wish to access the EOI form with a smart device

## Appendix – EOI QR code for operational staff

### What is happening

CED has announced a voluntary redundancy program. It is completely voluntary - it is your choice to apply or not. If you do decide to apply, you don't have to accept an offer.

If you decide to apply, you will need to submit an Expression of Interest (EOI) by: **Midnight Sunday, 14 June**

If a person submits an Expression of Interest (EOI), it will be assessed. Not every EOI will be assessed eligible. If an EOI is approved, the employee will receive more information, including their estimated package, and will have time to decide whether they want to accept it.

A QR code to the EOI form is provided below.

Please first ensure you have all the information to make a considered decision by speaking with your manager/supervisor or call the People, Safety and Culture branch on 6207 6737. There is also information on the [Voluntary Redundancy Program SharePoint](#) page accessible from the CED intranet.

To submit an EOI scan the QR code with any smart device.

