Employers
South Australian Construction Industry - Portable Long Service Leave Scheme



What is Portable Long Service Leave?

Portable Long Service Leave (PLSL) exists to cater for the transient nature of the construction industry, where workers frequently move from project to project and employer to employer.

This means long service leave can be transferred from employer to employer, as long as the employee stays within the construction industry.

Each state and territory in Australia has its own long service scheme for the building and construction industry. All schemes have entered into an agreement to recognise the service days accrued in other schemes. This means that once a worker has accrued enough service days in the construction industry working anywhere in Australia, they will be eligible to take long service leave.

Who's covered?

Full time, part time and casual employees (including apprentices) that spend more than half of their time on site and performing building, electrical or metal trades work (as defned in the Construction Industry Long Service Leave Act 1987) and perform a kind of work referred to in the prescribed awards are covered by the Act.

The minimum amount of work required for registration is 5 or more hours per day for 3 or more days per month.

Are apprentices covered?

If an Apprentice is performing eligible work, they are required to be registered for Portable Long Service Leave. Employers are not required to pay a levy for an employee while they are undertaking a registered apprenticeship or traineeship.

When can an employee take Long Service Leave?

Employees are credited with 1 service day for the following paid days:

- Where they have worked 5 or more hours
- Where they have taken annual leave or personal/sick leave
- Public holidays
- Rostered days off (RDOs)
- When receiving workers' compensation (for a period of up to 2 years)
- Trade school days (for apprentices)

260 service days is equivalent to 1 full time year of service.

When an employee has accrued 2,600 service day (equivalent to 10 years of full time service), they are entitled to up to 13 weeks of long service leave. The minimum period for long service leave is 2 weeks, and both the employer and worker must agree on when this leave is to be taken.

If a worker has accrued at least 1,820 service days (equivalent to 7 years of full time service) they are entitled to a pro-rata payment, provided they cease employment as a construction worker and do not intend to return to an eligible role in the construction industry within 12 months.

Scan the QR Code to visit the SA Portable Long Service Leave - Construction Industry website.

Who is required to register?

Employers are required to register workers if they are in an eligible role. There are no provisions for an Employer to “opt in” or “opt out” of registering their business if they work in the construction industry (as defned by the Act).

Employers must register their workers when they start with them and declare service days and remuneration on a bi-monthly period. A levy is calculated based on 2% of remuneration, and is required to be paid by their employer.

Upon registration, service is required to be backdated to when all employees started in eligible work with your business, and a levy is required to be paid for this period.

What other actions is an Employer required to take?

Once registered, an Employer will be issued with a bi-monthly return to complete. Lodgement of the Employer Return and payment of the applicable levy must be made by the due date.

Penalties apply for late lodgement and/or payment.

The current Return Periods throughout each fnancial year are:

- 1 July to 31 August
- 1 September to 31 October
- 1 November to 31 December
- 1 January to 28 February
- 1 March to 30 April
- 1 May to 30 June

Both the lodgement of Employer Returns and the payment of any applicable levies is required within 21 days of the reporting period.

Is there a list of roles covered by the Construction Industry Long Service Leave Act?

The following roles are likely to be eligible (please note this is not an exhaustive list):

- Electricians (excluding service/maintenance)
- Data cabling
- Airconditioning and refrigeration mechanic (excluding service/maintenance)
- Bricklayer/Stonemason
- Carpenter/Joiner/Cabinet maker (onsite)
- Concreter
- Crane/hoist/lift operator (onsite)
- Glazier (onsite)
- Labourers/Trade assistants
- Painter/Decorator
- Plant operator
- Plasterer
- Plumber/Gasftter
- Roof plumber
- Rigger/Scafolder
- Roof tiler
- Sprinkler ftter
- Steel fxer
- Wall and ceiling liner
- Wall and foor tiler
- Welder/Boiler maker (onsite)

Who should I contact if I want to know more?

For more information on the South Australian Construction Industry Portable Long Service Leave scheme, please visit saplsl-construction.org.au

or call the Portable Long Service Leave team on 08 8332 6111

or email the Portable Long Service Leave team at admin@saplsl-construction.org.au