

## ST2. Employee Bonus Policy

### Policy Objective

To provide an annual incentive for employees to remain employed with the Shire

### Policy Statement

All employees who were with the Shire as at the 1st July in any year and are still with the Shire as at 30th June of the following year, i.e. have remained for twelve months will be eligible for the incentive scheme payment. The incentive scheme payment is to be paid to employees at the last pay prior to Christmas.

The incentive will be calculated as follows: -

- \$200.00 for the first year
- \$500.00 for the second year
- \$800.00 for the third and subsequent years.

Notes:

In relation to new employees starting employment within the year prior to 1<sup>st</sup> July, the incentive may be paid on a pro-rata basis at the discretion of the CEO.

Any employee commencing or leaving after the 1st July will not be eligible for a bonus during that calendar year.

Part-time employees may be paid the bonus on a pro-rata basis to the hours worked each week.

***Policy Reviewed October 2020***