

Member Information Booklet

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Welcome Comrades

Whether you have already been part of the Union Movement, or this is the first time you have joined one, we at the RTBU welcome you!

The creation of the Australian Rail, Tram and Bus Industry Union (the RTBU) signified two important changes. Firstly, the majority of railway workers were finally brought together in one union. Secondly, the amalgamation of the railways and government sector bus and tram employees across the country created a powerful working-class advocate for public transport.

The RTBU was born out of the amalgamation of the following unions:

- the Australian Railways Union (ARU);
- the Federated Union of Locomotive Enginemen (AFULE);
- the National Union of Railway Workers (NURWA); and
- the Amalgamated Tramways and Motor Omnibus Employees Association (ATMOEA)

We had good reasons to merge, but it needed more than just common industries to move forward: what drew us together and allowed the amalgamation to proceed was our sense of shared values. Despite some temporary and artificial barriers, our strong shared beliefs and mutual respect allowed us to overcome the challenges we faced in coming together.

Currently the RTBU has over 30,000 members around Australia and is affiliated with:

- the Australian Council of Trade Unions (ACTU);
- the International Transport Workers Federation (ITF);
- the Australian Labor Party (ALP);
- the International Union of Public Transport (UITP); and
- is an associate member of the Australasian Railways Association.



Why join a Union?

Joining your union is the best way to secure a better life - at work and at home.

Unions are all about workers standing up for ourselves and our workmates. Together we've won important rights – like sick pay, annual leave, penalty rates and reasonable work hours.

We just want fair wages, and enough time to spend away from work with our family and friends. We want certainty of hours, and security to plan for the future.

It is not a lot to ask. By joining, you will help secure a better life for you and those who have yet to come.

You will also gain access to protection at work, better wages and other great member-only benefits.

Union fees are 100% tax deductible, which means you can reduce how much you pay in tax if you are a union member. Because fees are tax deductible and you will get great member benefits, being a union member can actually save you money.

Being a member means standing alongside 1.8 million other working people who are fighting for a better life every day. If you want a fairer Australia, joining your union is the best way you can make a difference.

Joining is the right thing to do for the next generation of workers.



Branch Secretary Joshua Dekuyer

RTBU Values

The RTBU is a strong, united, and powerful union and all our efforts go towards making the lives of our members better. It is our only focus. Our beliefs remain as important now as they did over a century ago.

Inclusion We encourage participation and constantly look for ways to

allow people to be more involved. We look for ways to make

people feel welcome.

We are transparent in how we use members' resources, about Honesty

what we do or do not know, what we can and cannot do and

all our dealings.

Elections are fair and open to all financial members. We strive **Democratic**

for consensus but always respect the majority.

We are hardworking - Members make a choice to contribute **Hardworking**

to and join the RTBU. We respect and value their contributions

and take nothing for granted.

Dignity The RTBU is made up of people from all walks of life. We

> value the contribution of all members. Mutual respect is the cornerstone of unity. Where we find fellow members being treated disrespectfully, we will stand up and speak out.

We treat people with respect even if we do not agree with Respect

them.

We believe in equality of opportunity. We are a Union of Equal **Opportunity**

people who have different strengths, different abilities. To unleash our full potential, we must strive to build a world where there is no exclusivity, and all people have equal access

to all opportunities.

UNION BENEFITS

There are many benefits to being a member of the RTBU Western Australia Branch – as you can see from the contents of this booklet. The benefits include:

- 1. Access to Membership of Union Health, offering exclusive benefits for RTBU members;
- 2. Free legal assistance with drafting a simple will;
- 3. Free initial advice from our endorsed lawyers on most legal matters;
- 4. Journey Accident Insurance;
- 5. Discounted income protection insurance;
- 6. Access to quick and easy tax return service;
- 7. Access to a leading mortgage brokering service and novated leases;
- 8. Exclusive membership to Shoprite on discounted services and goods;
- 9. Access to the Transit Officer Membership Benefit Fund (Transit Officers Only);
- 10. Mortality payment of \$1,500;
- 11. Union Diary and Membership Card;
- 12. 100% tax deductible Union dues.

UNION SERVICES

Members also benefit from the range of services that the union provides. These services include:

- 1. Representing members in collective bargaining negotiations for improved conditions of employment in the private and public sector;
- 2. Being a party to the registration of new Industrial Agreements and Awards;
- 3. Providing advice and assistance on current working arrangements;
- 4. Communicating with employers and key stakeholders in the industry;
- 5. Making submissions on behalf of members to the Fair Work Commission, the Industrial Magistrates Court and the West Australian Industrial Relations Commission;
- 6. Representing members in unfair dismissal hearings;
- 7. Providing Work Health and Safety support;
- 8. Providing opportunities for delegate training;
- 9. Advising on Workers' Compensation claims and recommend rehabilitation providers;
- 10. Investigating breaches of workers' conditions of employment;
- 11. Lobbying industry groups and political parties in the interests of our members;
- 12. Working and campaigning with other Unions domestically and internationally for workers' rights.

WHO ELSE CAN YOU SPEAK TO?

Unlike George Orwell's 1984, the Union Office cannot have eyes over everything all the time. To give us those 'big brother' eyes, we rely on the dedicated work of workplace delegates, safety representatives and rostering representatives to help us, help you.

Workplace Delegate

Your Workplace Delegate is a dedicated voluntary role – they freely give their own time to help you. Your delegate is your first port of call for all things Union. They are there to assist with matters at the workplace level. If the matter is more than they alone can deal with, then they can help in getting you in touch with the Union Office. Some of the things your delegate can help with are:

- Keeping you and the Union aware of issues throughout your workplace;
- Elevating your matters to the relevant department of your employer, or the Union Office; and
- Resolving workplace issues quickly and effectively.

Workplace Safety Representative/Committee

Your safety representative/committee is elected by a specific staff group within the company. They are elected for a finite period and have legislative ordained superpowers! Your employer is obligated to include a safety representative/committee in any safety related discussions. Some of the tasks a safety representative/committee complete are:

- Risk assessments consultation;
- Taking safety matters to the employer on behalf of employees; and
- Conduct inspections relating to safety matters in your workplace.

Workplace Rostering Representative/Committee

Your rostering representative/committee represents the entire staff group for all your rostering needs. Elected rostering representatives/committee members have a life span as long as the relevant industrial instrument. Your employer will discuss with the rostering representative/committee:

- About the roster;
- How it is put together, whether it compliant to the relevant industrial instrument; and
- What improvements can be made to satisfy everyone.

WHAT'S MY EBA?

As you go about your daily work life, you may have heard people say things like; "what does the EBA say about that?" or "is it covered by the EBA?". Once you understand what an EBA is, you will understand the importance of it and the role it plays for you in the workplace.

Put simply, an Enterprise Bargaining Agreement (EBA) is a set of agreed terms between an employer and the RTBU which codify the bounds of the working relationship between employer and employee. It is read alongside your employment contract and together provides the entire gamut of your workplace rights. EBAs are generally registered with the Western Australian Industrial Relations Commission, which is also the authority that deals with any disputes arising from it. Your applicable EBA is one very nifty document and one we encourage all members to get acquainted with.

The EBAs/EAs that the RTBU and its members are covered by in Western Australia include, but are not limited to:

Public Transport Authority Industrial Agreements that cover:

- Transit Officers:
- Network and Infrastructure;
- Railcar Drivers;
- TransWA; and
- Customer Service.

MSS Enterprise Agreements/Contracts that cover:

- Revenue Protection Officers; and
- Aboriginal Liason Officers.

Wilson Security Agreements that cover:

Security Officers.

Spotless/ICS Contracts that cover:

- Station Cleaners
- Railcar Cleaners.

Downer Bombardier/EDI Enterprise Agreements that cover:

- Rail:
- Rollingstock Maintenance; and
- Rail Operations.

Aurizon Agreements that cover:

- Rollingstock Maintenance; and
- Rail operations
- Reach Stack Operators.

Pacific National Enterprise Agreements that cover:

- Terminal Operations;
- Train Crew; and
- Asset and Infrastructure.

John Holland Enterpise Agreements that cover:

- Rail (including in the Pilbara); and
- Communications and Signalling.

RMC Enterpise Agreements that cover:

■ Rail.

ARTC Enterprise Agreements that cover:

■ Infrastructuree Maintenance.

Arc Enterprise Agreements that cover:

Infrastructure.

You can find up-to-date Agreements/Awards on our website at:

- Freight members: https://www.rtbuwa.asn.au/members/rtbu-freight/
- Passenger members: https://www.rtbuwa.asn.au/members/rtbu-passenger/

WORKERS' COMPENSATION

At the RTBU, we only want the best for our members. That's why Freshstart Injury Management is our preferred Vocational Rehabilitation provider. They assist our injured workers with all aspects of Workers' Compensation and Return to Work programs. Freshstart has extensive experience helping workers all around Western Australia and who we trust to make sure our members get back to work in the safest way possible.

If you are injured at work – these are the steps to follow:

- 1. Seek first aid, if necessary;
- 2. Immediately report the incident to your employer and/or supervisor;
- 3. Depending on the severity of the injury, book an appointment with your doctor as soon as you can you choose your doctor, not your employer;
- 4. Fill in the Workers' Compensation Claim Form, your employer or the RTBU Office can provide you with this OR you can find the form at www.workcover.wa.gov.au or FreshStart:
- 5. Please ensure you make a copy of your FIRST certificate of capacity and Workers' Compensation Claim Form and provide your employer with the original copies;
- 6. Your Employer will have 5 days to send the paperwork to the relevant insurance company;
- 7. The insurer will contact you within 14 days to advise whether your claim has been accepted, denied, or is still pending either way, the insurer must provide an update within 14 days;
- 8. RTBU recommends Freshstart Injury Management & Counselling as an external rehabilitation provider for more information on how they can facilitate your return to work programme: http://www.freshstartim.com.au/

It is important that you advise us what has happened because, not only do we want to ensure our members are safe, the RTBU want to prevent it happening to other members.



LEGAL SERVICES

The RTBU has an arrangement with Turner Freeman Lawyers to provide all members with quality legal advice and representation. Turner Freeman Lawyers specialise in personal injury and workers' compensation law and can assist RTBU members and their families when they need it most!

Benefits to RTBU Members

- With a "No Win, No Fee" approach, legal fees will only ever be paid at the end of the claim, and only if you are successful.
- For many matters, RTBU members will have their legal fees paid from what is received from the Insurer/Defendant and will not have anything to pay out of their own pocket or deducted from their settlement.
- Turner Freeman Lawyers will pay for all disbursements, such as medical report fees and court filing fees.
- The RTBU will work closely with Turner Freeman Lawyers to fight hard for your rights and ensure access to justice for all.

Legal Services Provided

Workers' Compensation

If you have been injured at work, then you may well have an entitlement to compensation, including for time off work and medical expenses. Whether your claim is covered by the WA system or 'Comcare', Turner Freeman Lawyers will guide you through the process to help you obtain the compensation you deserve.

Public Liability

If you or your family have been injured outside of work in a public place or in a sport or leisure accident, there may be an entitlement to claim loss or damage. Further, if you have been injured at work, a claim could be brought against another party (such as a principal or contractor) who was at fault in causing the injury.

Motor Vehicle Accidents

Most people who are injured because of negligent driving of another person are entitled to make a MVA claim. This includes a situation where the accident occurred at work as you can claim under both the workers' compensation and MVA system.

Superannuation/TPD claims

In addition to what you may have obtained under a workers' compensation or MVA claim, it may be possible to obtain a lump sum for "Total and Permanent Disability" (known as TPD) through your superannuation fund.

Turner Freeman Lawyers can also assist with:

- Criminal Injuries Compensation
- Medical and Professional Negligence
- Wills and Probate
- Low level criminal law matters
- Referring any family law query to a trusted law firm

How to get in touch:

- Contact the RTBU WA Office to discuss your concerns.
- Ask for a referral to Turner Freeman Lawyers.
- Once referred, a lawyer will contact you to arrange a time to discuss you matter in further detail.



LEGAL ASSISTANCE IN THE WORKPLACE

The RTBU has arrangements with very experienced industrial relations lawyers to provide its members with quality legal advice and representation from simple discipline matters to unfair dismissal hearings.

KRS Workplace Law, Fogliani Lawyer and Slater & Gordon specialise in employment and workplace law and assist RTBU members when they need it most!

These law firms have a proven track record in our industry and continue to support our fight for a fairer workplace.







FAMILY LAW SERVICES

Lavan is an independent and proudly Western Australian law firm which has operated in Western Australia since 1898.

Lavan is a multi-disciplinary firm and is offering RTBU WA union members advice with respect to family law matters.

The primary contact for members is Mary Roseingrave. Mary will provide advice and legal representation to clients in all aspects of family law including financial and child related matters, binding child support agreements, divorce applications and adoptions.

In addition, she will provide advice and representation to clients with respect to restraining order matters in the Magistrates Court.

Mary is a hardworking and caring professional and is passionate about her clients. She will always strive to achieve the best outcome for our members.

Financial RTBU WA members will receive a significant discounted rate when they book an initial consultation with Lavan.

Additionally, Lavan provides a free 10-minute initial conversation over the phone. This conversation is to provide basic advice and to establish whether they can assist you.

Contact: Mary Roseingrave - Senior Associate

Level 20, 1 William Street

Perth WA 6000

Direct line: +61 8 9288 6844

Email: mary.roseingrave@lavan.com.au



JOURNEY ACCIDENT INSURANCE

In Western Australia, Workers' Compensation insurance does not cover employees who are injured whilst travelling to or from work.

The Journey Cover put in place by RTBU addresses this gap – it provides benefits if employees get hurt while engaged in direct travel between their residence and place of employment.

It includes both lump sum benefits for more severe injuries, and weekly payable benefits (7-day 'excess', 100% of your income up to a max of \$1,500 a week, for 2 years) where an injury has caused a temporary disablement.

All RTBU members are automatically covered by this policy as a benefit of membership.

If you find yourself in need to make a claim against the Journey policy, please contact the Union office and we will assist you, in conjunction with Trident Insurance Group, in guiding you through your claim.



UNION HEALTH

Not-for-profit and member-owned, Union Health is the only health fund in Australia that exists to serve union members and their families. Union Health is powered by Teachers Union Health (TUH), a pivotal member of the Australian union landscape since 1972 and one of Australia's most trusted health funds.

Union Health's profits are channelled back into benefits and services for you, not shareholders' pockets. Members enjoy competitive premiums, and generous benefits.

RTBU members get 4 WEEKS FREE plus exclusive access to Union Health's top products.*

*Receive 4 weeks free after your first month of payment. <u>Terms and conditions apply.</u> ^Ipsos Healthcare & Insurance Australia survey 2019.

For more information go to <u>www.unionhealth.com.au/partner-rtbu/cover2</u> or call 1300 661 283.



SHOPRITE

ShopRite provide a discount buying service and other essential services to RTBU members. Whether it's through ShopRite's appliance, home and technology service, motor vehicle buying service, trader network, or other numerous money saving benefits, ShopRite provides savings for members wherever possible!

For more information go to www.shoprite.com.au or call 1300 650 214.



"I have just bought a refrigerator through ShopRite and saved \$370. I've used ShopRite since it became available, it has saved me a lot of money. I remain a member of the union because of the benefits it offers me including ShopRite. A satisfied Customer."

1300 650 214 www.shoprite.com.au



RTBU HOME LOANS

The RTBU has teamed up with Finsure to bring you RTBU Home Loans.

Finsure compares products from across the board, giving you access to thousands of loan options. They work out what you need, and then roll up their sleeves and squeeze the banks for their best rate.

But an RTBU Home Loan doesn't only give the access to the best deals in the market. The commission on your loan stays with your union – to keep your union fees low, and to improve your pay and working conditions.

For more information go to <u>www.rtbuhomeloans.com.au</u> or call 1800 RTBU4U (1800 782 848).



RTBU NOVATED LEASES

The RTBU has partnered with Fleet Network to provide members with access to novated leases.

A Novated Lease is an easy and cost-effective way to finance a new or used car.

It's a type of salary packaging arrangement that you can make with your employer, where you agree to set aside some of your pre-tax salary to pay for a car of your choice and all the running costs that come with it.

For more information email contact@rtbunovatedleases.com.au or go to rtbunovatedleases.com.au.









For over 25 years, Fleet Network has been offering customised and competitive salary packaging and novated lease options to Australian employees and businesses.

Our dedication to our clients, our in-depth understanding of the automotive and financing industries, and our national supplier network has kept us at the forefront of the novated leasing industry.



Headquartered in WA, with offices in NT, NSW and VIC



6 Industries Served



Servicing customers across 6 States and 2 Territories



22,000+ Clients Serviced



Custom Built App and CRM



230 Suppliers nationwide

ALL RISK PROTECTION

All Risk Protection offers sickness and accident insurance cover that is specifically designed for rail employees in WA. You can access 24 hour world-wide cover, an easy method of payment via Payroll Deductions, and more.

Go to www.allriskprotection.com.au for more information.

ARE YOU COVERED? AGAINST SICKNESS OR AN ACCIDENT SPECIFICALLY DESIGNED FOR ALL RAIL EMPLOYEES IN WA

7 DAYS W	AITING PERIOD • V	ARIOUS LEVELS OF COVER
THE RATES B	ELOW ONLY APPLY IF PAYMENTS	S ARE MADE VIA PAYROLL DEDUCTION
\$500	Weekly Benefit for	\$31.80 Per Fortnight
\$600	Weekly Benefit for	\$37.16 Per Fortnight
\$700	Weekly Benefit for	\$42.52 Per Fortnight
\$800	Weekly Benefit for	\$47.88 Per Fortnight
\$900	Weekly Benefit for	\$53.24 Per Fortnight
\$1000	Weekly Benefit for	\$58.60 Per Fortnight
\$1200	Weekly Benefit for	\$73.32 Per Fortnight
\$1500	Weekly Benefit for	\$85.40 Per Fortnight

- PLUS \$25,000 ACCIDENTAL DEATH & \$5,000 FUNERAL BENEFIT, AT NO EXTRA COST
- AUTOMATIC ACCEPTANCE
 NO MEDICALS REQUIRED
- EASY METHOD OF PAYMENT VIA PAYROLL DEDUCTIONS
- PAID IN ADDITION TO SICK PAY UP TO 85% OF YOUR GROSS YEARLY INCOME
- 7 DAYS WAIT PERIOD (14 DAYS AT AGE 60) 104 WEEK BENEFIT PERIOD (52 WEEKS AT AGE 60)
- 24 HOUR WORLD-WIDE COVER
- TAX DEDUCTIBLE PREMIUMS
- PREMIUMS DO NOT INCREASE WITH AGE
 - SAME RATES FOR ALL EMPLOYEES AND WHETHER A SMOKER OR NON-SMOKER

ACCIDENT ONLY COVER APPLIES AT AGE 65 (14 DAYS WAITING PERIOD & 52 WEEKS BENEFIT PERIOD) ALSO PREMIUM REDUCED BY 50% • ALL COVER CEASES AGE 70 EXCLUSIONS: WORKERS COMPENSATION AND ALL PRE-EXISTING CONDITIONS



For Information and Application Forms Please Contact

All Risk Protection Pty Ltd

Phone: **(02) 9567 1872** • Richard: **0412 262 858** Email: **rnmorris@optusnet.com.au**

Web: www.allriskprotection.com.au

Ref:R:6/2015

ONE CLICK LIFE

Manage life's essential admin, organise your tax and enjoy financial freedom! One Click Life offers RTBU WA members a much simpler way to organise, track and manage your Life Admin all from one convenient dashboard.

Go to www.oneclicklife.com.au



RULE 4

As with any organisation, the RTBU is governed by rules. Out of all the rules, RULE 4 speaks to the ability for the RTBU to cover and deliver the services it has proudly done since 1886. According to rule 4 of the Rail Tram and Bus Industry Union Federal Rules:

- (1) The following shall be eligible to become members of the Union: -
 - (i) permanent or casual employees, including persons training for employment, in the tramway services of Australia and motor omnibus services and trolley bus services and light rail services run in conjunction therewith or controlled thereby, and also employees of the State Transit Authority of New South Wales, the Public Transport Corporation of Victoria, the State Transport Authority of South Australia, the Metropolitan Transport Trust Tasmania, the Brisbane City Council and the Metropolitan (Perth) Passenger Transport Trust and any Commonwealth, State or Local Government, in tramway or motor omnibus or trolley bus or light rail services together with such other persons whether employed in the industry or not who at any time when training for employment or working in the tramway, trolley bus, motor omnibus or light rail services have been admitted as members and who continue that membership.

Provided nothing in this paragraph (i) shall permit the Union to enrol as members persons employed in the States of Victoria, Queensland, Tasmania and Perth as clerks, ticket examiners, depot starters, assistant depot starters or inspectors; and

- (ii) an unlimited number of employees employed in or in connection with the Railway and Tramway industry or industries governed and controlled directly by the Governments of the Commonwealth of Australia and the States of Queensland, New South Wales, Victoria, South Australia, Western Australia and Tasmania, or indirectly by such Governments, or any of them through Commissioners, Boards, Managers, Directors, or other means, and also all railway systems in the Commonwealth of Australia owned and controlled by private persons or companies, and the Secretary and/or any employee of the Railway Institute established by or under the direction or with the approval of the Commissioners, Boards, Managers, Directors or other controlling authorities of any of the railway systems in the Commonwealth of Australia; and
- (iii) (a) an unlimited number of railway employees (adult or junior, male or female) who become and remain members of the Union and persons who while being members of the Union retire from the railway industry upon the ground of ill health or having reached retiring age and whose membership has not been terminated pursuant to these Rules;

- (b) for the purposes of sub-paragraph (iii)(a) above, "Employee" or "Railway Employee" means any officer or employee employed by any Railway Department and also any officer or employee employed in any railway system in the Commonwealth owned or controlled by private persons or corporations other than officers in a supervisory position employed at an annual rate of salary and shall include the Secretary or any employee of any Railway Institute established by or under the direction or with the approval of the Railway Commissioner or other controlling authority of any railway system in the Commonwealth and "Railway industry" has a corresponding meaning; and
- (iv) an unlimited number of persons employed in the Railway Train Running Industry including Locomotive Drivers, Electric Train Drivers, Firemen, Electric Helpers, Chargemen and Cleaners, Packers and Trimmers, Washout Men, Wash-out Men's Assistants, Motor Drivers and any other worker engaged in and about the working or management of or incidental to any Steam Locomotive or Motor driven by electricity or other power used on any Railway.

Provided that, except as provided in Sub-Rules 4(3), 12(3) and 12(4), a person shall only be eligible to remain as a member while he/she continues to meet one or other of the eligibility criteria specified in the foregoing paragraphs.

(2) Each of the paragraphs numbered (i) to (iv) in Sub-Rule 4(1) shall be interpreted separately. Accordingly, each paragraph shall neither limit nor be limited by the provisions of any other paragraph.

In conjunction with and in addition to the above, according to Rule 3 of the Rail, Tram and Bus Industry Union State Rules, any person employed in the the Public Transport Authority of Western Australia who is an employee with the meaning of the IRA may be admitted as a member. No person shall be a member of the Union except in the capacity of an Honorary Member, who is not an employee within the meaning of the IRA. Notwithstanding the above provision, a person who is admitted to membership ofthe Union pursuant to these provisions and who subsequently is elected as an Office Bearer of the Union or becomes and employee of the Union, shall be entitled to remain as a member while holding such office or engaged in such employment.

RTBU MERCHANDISE



RTBU WA Hoodie!

Unisex sizes available \$60 each, \$75 with postage



RTBU WA Polo T-Shirt!

Ladies and Men's' sizes available \$45 each, \$60 with postage



RTBU Beanies!

One Size fits most. Available in black and navy blue \$25 each, \$30 with postage

Other items such as shirts and t-shirts are available depending on stock.

Please contact the office by email on general@rtbuwa.asn.au
or call on 08 9225 6722 to enquire about what's available and to organise payment.

HOW TO CONTACT YOUR UNION

The key contacts in your RTBU Western Australia Branch office are:

Joshua Dekuyer - Branch Secretary

Email: joshd@rtbuwa.asn.au

Mobile: 0430 943 858

George Johnston - Industrial Organiser

Email: georgej@rtbuwa.asn.au

Mobile: 0421 176 805

Ryan Sumner - Industrial Advocate

Email: industrial@rtbuwa.asn.au

Mobile: 0408 929 797

Branch Office

Phone: (08) 9225 6722

Email: general@rtbuwa.asn.au Web: www.rtbuwa.asn.au

Street Address: 2/10 Nash Street, Perth WA 6000

Facebook: www.facebook.com/ARTBIUWesternAustralia

You can find up-to-date contact details for branch staff at www.rtbuwa.asn.au/contact-us

If you call the office and we do not answer please know it is likely we are in a meeting, on a site visit or dealing with members enquiries in our office.



Australian Rail Tram and Bus Industry Union WA Branch

