

Griffith University has taken the approach to include all casual employees that have been employed during the previous 12-month period as potentially eligible, where their employment has not been broken by a period greater than 3 months between engagements. The 3-month period between engagements is assumed to break continuity of service as this aligns to existing precedent and legislation related to calculation of continuous service for the purpose of long service leave.

The casual data was categorised into *High, Medium* and *Low* potential as to whether the casual employee has met all eligibility requirements, including whether their pattern of work over the preceding 6 months represents a regular pattern of hours on an ongoing basis.

The criteria for assessing the regularity of the pattern of hours has considered a range of factors, ranked in the following order:

- Whether there is a consistency in the hours worked per week, where the variation is less than 15%.
- Whether the same days per week are regularly worked, however, not as determinative as above.
- Consideration of the regularity of payments, while remaining cognisant that payment dates may not correlate to regular work.
- Similar payment amounts, while remaining cognisant that similar payment amounts may not correlate to regular work.