



**Australian Government**

**Department of Defence**  
Corporate Services &  
Infrastructure Group

**Minute**  
Defence Legal

ADFLS/OUT/24646/05

## **DGADFLS DIRECTIVE 03/2005**

### **PAYMENT OF RESERVE TRAINING DAYS FOR DUTY AWAY FROM HOME LOCATION**

#### **Background**

1. Reserve Legal Officers (RLOs) can be required to undertake tasks away from their home location. Current PACMAN direction on Reserve salary states that salary is payable to a member for each day the member is required to attend for duty. In situations where the member is not in their home location, the definition of duty is to include the total period that they are away.
2. A member close to home is entitled to salary on days worked plus attendance allowance or official travel home each weekend. Where the cost of travel is high or if it is cheaper to keep the member on salary on weekends versus paying for travel home, they can stay on Reserve training day salary for seven days per week. The seven day salary is conditional on the sponsor not paying for travel home.

#### **Policy**

3. RLOs who are employed on a task away from their home location and where it is not economical for the sponsor to pay for return travel on weekends, are to be considered on duty for the period of their absence. Task sponsors are to factor in the seven day per week salary obligation when bidding for members to work away from their home location. Note that the seven day salary is conditional on the government not paying for travel home.

4. This policy only applies to Reserve training day payment and not to the payment of sessional fees. This policy is effective from date of signature.

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