



ACT
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Transport Canberra and
City Services

FREEDOM OF INFORMATION COVERSHEET

The following information is provided pursuant to section 28 of the *Freedom of Information Act 2016*.

FOI reference: TCCSFOI 2018-065

Information to be published	Status
1. Access application	Published
2. Decision notice and schedule	Published
3. Documents	Published
4. Additional information identified	No
5. Fees	n/a
6. Processing time (in working days)	27 days (extension granted)
7. Decision made by Ombudsman	n/a
8. Additional information identified by Ombudsman	n/a
9. Decision made by ACAT	n/a
10. Additional information identified by ACAT	n/a




FOI – Information Management Team
Transport and City Services Directorate
GPO Box 158
CANBERRA ACT 2601

Dear Sir/Madam,

Request for documents under the Freedom of Information Act 2016

I write to request under the Freedom of Information Act 2016 all monthly, fortnightly, weekly and /or daily duty rosters for animal rangers at Domestic Animal Services over the past three financial years.

I ask that any fees and charges associated with this request be waived. I do so on the basis that it is in the public interest that I be given access to these documents and that there has been a long-standing convention, both at a Commonwealth, State and Territory level that members of parliament are not to be charged for access to documents requested under FOI legislation.

Should you require any further information or clarification about my request please contact my office on 

Yours sincerely,



31 July 2018



ACT
Government

Transport Canberra and
City Services



Dear [REDACTED]

Freedom of information request: Reference 18-065

I refer to your application made under the *Freedom of Information Act 2016* (the Act), which was received by Transport Canberra and City Services Directorate (TCCS) on 6 August 2018, in which you sought access to:

- all monthly, fortnightly, weekly and/or daily duty rosters for animal rangers at Domestic Animal Services (DAS) over the past three financial years.

I am an Information Officer appointed by the Director-General under section 18 of the Act to deal with access applications made under Part 5 of the Act

TCCS is required to provide a decision on your access application by 3 September 2018, however, I note that your office agreed to an extension to process your application.

Decision on access

Searches were completed for relevant documents and four documents (48 pages) have been identified that fall within the scope of your request. Please note we have been unable to access records from 1 April to 30 June 2018.

For your information the two Senior DAS Investigation Rangers are not employed on a roster. They work regular hours from Monday to Friday and are not on-call.

I have included at [Attachment A](#) to this decision the schedule of the four identified documents. This schedule provides a description of each document that falls within the scope of your request and the access decision for each of these documents.

Documents identified as relevant to your request contain information that I consider to be, on balance, contrary to the public interest to disclose under the test set out in section 17 of the Act.

I have decided to grant access, under section 50 of the Act, to copies of documents ([Attachment B](#)) with deletions applied to information that I consider would be contrary to the public interest to disclose.

Statement of Reasons

In reaching my access decision, I have taken the following into account:

- the Act; In particular
 - o Schedule 2, Section 2.2 (a)(ii) – Prejudice the Protection of an Individual's Right to Privacy,

- *Information Privacy Act 2014*;
- the content of the documents that fall within the scope of your request.

Documents referenced 1-48 contain personal information about individuals, including ranger's names. As a general rule an agency that holds personal information about an individual that has been collected for a particular purpose must not disclose the information to a third party without consent (*Information Privacy Act 2014* (Territory Privacy Principle 6)).

Considering the type of information, I am satisfied that the factors in favour of release can still be met while protecting the personal information of the individuals involved, therefore, I have decided to release the information with deletions applied to information that I consider would be contrary to the public interest to disclose.

Charges

No fee is payable as the number of pages being released is within the fee-free threshold.

Online publishing – disclosure log

Under section 28 of the Act, TCCS maintains an online record of access applications called a disclosure log. Your original access application and my decision will be published in the TCCS disclosure log from 3 days after the date of this decision. Your personal details will not be published. You may view TCCS' disclosure log at www.tccs.act.gov.au/about-us/freedom_of_information.

Ombudsman review

My decision on your access request is a reviewable decision under section 73 of the Act within 20 working days from the day that my decision is published in TCCS' disclosure log, or a longer period allowed by the Ombudsman.

If you wish to request a review of my decision you may write to the Ombudsman at:

The ACT Ombudsman
GPO Box 442
CANBERRA ACT 2601

Via email: actfoi@ombudsman.gov.au

ACT Civil and Administrative Tribunal (ACAT) review

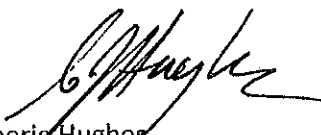
Under section 84 of the Act, if a decision is made under section 82(1) on an Ombudsman review, you may apply to the ACAT for review of the Ombudsman decision.

Further information may be obtained from ACAT at:

ACT Civil and Administrative Tribunal
Level 4, 1 Moore Street
GPO Box 370
CANBERRA CITY ACT 2601
Telephone: (02) 6207 1740
www.acat.act.gov.au

If you have any questions concerning the directorate's processing of your request, or would like further information, please contact the directorate's FOI Coordinator on 6205 5408 or email tccs.foi@act.gov.au.

Yours sincerely

A handwritten signature in black ink, appearing to read 'C. Hughes', written in a cursive style.

Cherie Hughes
Information Officer

12 September 2018



ACT
Government

Transport Canberra and
City Services

Attachment A

FREEDOM OF INFORMATION SCHEDULE

PLEASE BE AWARE THAT UNDER THE FREEDOM OF INFORMATION ACT 2016, SOME OF THE INFORMATION PROVIDED TO YOU WILL BE RELEASED TO THE PUBLIC THROUGH THE ACT GOVERNMENT'S OPEN ACCESS SCHEME. THE OPEN ACCESS RELEASE STATUS COLUMN OF THE TABLE BELOW INDICATES WHAT DOCUMENTS ARE INTENDED FOR RELEASE ONLINE THROUGH OPEN ACCESS.

PERSONAL INFORMATION OR BUSINESS AFFAIRS INFORMATION WILL NOT BE MADE AVAILABLE UNDER THIS POLICY. IF YOU THINK THE CONTENT OF YOUR REQUEST WOULD CONTAIN SUCH INFORMATION, PLEASE INFORM THE CONTACT OFFICER IMMEDIATELY.

INFORMATION ABOUT WHAT IS PUBLISHED ON OPEN ACCESS IS AVAILABLE ONLINE AT: [HTTP://WWW.TCCS.ACT.GOV.AU/ABOUT-US/FREEDOM_OF_INFORMATION](http://www.tccs.act.gov.au/about-us/freedom_of_information)

WHAT ARE THE PARAMETERS OF THE REQUEST

TCCS FOI 18-065 ROSTERS FOR DAS RANGERS

FILE REFERENCE NO	WHAT ARE THE PARAMETERS OF THE REQUEST					STATUS	REASON FOR NON-RELEASE OR DEFERRAL	OPEN ACCESS RELEASE STATUS
REF NO	NO OF FOLIOS	DESCRIPTION	DATE					
1	1-12	ROSTERS - 15 JUNE 2015 TO 15 MAY 2016			PARTIAL ACCESS	INFORMATION PRIVACY ACT 2014 SCHEDULE 2, SECTION 2.2 (A)(II)	PARTIAL ACCESS	
2	13-25	ROSTERS - 22 FEBRUARY TO 4 SEPTEMBER 2016			PARTIAL ACCESS	INFORMATION PRIVACY ACT 2014 SCHEDULE 2, SECTION 2.2 (A)(II)	PARTIAL ACCESS	
3	26-42	ROSTERS - 23 JANUARY 2017 TO 1 APRIL 2018			PARTIAL ACCESS	INFORMATION PRIVACY ACT 2014 SCHEDULE 2, SECTION 2.2 (A)(II)	PARTIAL ACCESS	
4	43-48	ROSTERS - 25 JUNE TO 30 SEPTEMBER 2018			PARTIAL ACCESS	INFORMATION PRIVACY ACT 2014 SCHEDULE 2, SECTION 2.2 (A)(II)	PARTIAL ACCESS	

June 15th - July 12th 2015

	15	16	17	18	19	20	21	22	23	24	25	26	27	28
	Mon	Tue	Wed	Thur	Frid	Sat	Sun	Mon	Tue	Wed	Thurs	Fri	Sat	Sun
.....	on	on	on	OFF	on	on	on	on	OFF	on	on	on	OFF	OFF
	on	on	on	OFF	on	on	on	on	OFF	on	on	on	OFF	OFF
	on	on	on	OFF	on	on	on	RDO	on	on	on	on	on	OFF
	on	OFF	on	on	on	OFF	OFF	RDO	on	on	on	on	on	OFF
vacant	no oncall	no oncall			no oncall									no staff
vacant	no on call	no oncall			no oncall									no staff
vacant	no oncall	no oncall			no on call									no staff
vacant	no oncall	no oncall			no oncall									no staff
	29	30	1	2	3	4	5	6	7	8	9	10	11	12
	Mon	Tues	Wed	Thurs	Frid	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
	RDO	on	on	on	on	on	OFF	on	on	on	on	OFF	OFF	OFF
	RDO	on	on	on	on	on	OFF	on	on	on	on	OFF	OFF	OFF
	on	on	on	on	OFF	OFF	OFF	on	on	on	OFF	on	on	on
	on	on	on	on	OFF	OFF	OFF	on	on	on	OFF	on	on	on
vacant			no oncall	no oncall		no oncall	no staff			no oncall	no oncall	no oncall		
vacant			no oncall	no oncall		no oncall	no staff			no oncall	no oncall	no oncall		
vacant			no oncall	no oncall		no oncall	no staff			no oncall	no oncall	no oncall		
vacant			no oncall	no oncall		no oncall	no staff			no oncall	no oncall	no oncall		

July 13 - August 9th 2015

	13	14	15	16	17	18	19	20	21	22	23	24	25	26
	Mon	Tue	Wed	Thur	Frid	Sat	Sun	Mon	Tue	Wed	Thurs	Fri	Sat	Sun
July	on	on	on	OFF	on	on	on	on	OFF	on	on	on	OFF	OFF
	on	on	on	OFF	on	on	on	on	OFF	on	on	on	OFF	OFF
	on	on	on	OFF	on	on	on	on	Training	Training	OFF	on	OFF	OFF
	on	on	on	OFF	on	on	on	on	Training	Training	OFF	on	OFF	OFF

22 Feb to 6 March 2016

Feb	22	23	24	25	26	27	28	29	1	2	3	4	5	6
	Mon	Tue	Wed	Thur	Frid	Sat	Sun	Mon	Tue	Wed	Thurs	Fri	Sat	Sun
	D	D	D	D	D			D	D	D	D	D		
	D	D	D	D	D			D	D	D	D	D		
	on	on	on	on	on	on	on B/U	on	OFF	on	On B/U	on	OFF	OFF
	on	Z1	on	OFF	on	On B/U	on	on	OFF	Z5	on	on	OFF	OFF
	on B/U	OFF	on	on	on	on	Z4	ADO	on	on	Z6	on	on	OFF
	on	OFF	on	on	on	on	OFF	ADO	On B/U	on	on	On B/U	OFF	OFF
	ADO	on	on	Z2	on B/U	on	OFF	On B/U	on	on	on	on	OFF	OFF
	ADO	on	on B/U	on	Z3	OFF	OFF	on	on	on	on	OFF	On B/U	on
	on	on	on	on	ADO	OFF	OFF	on	on	on	on	on	on	OFF
	on	on	on	on	ADO	OFF	OFF	on	on	on	OFF	on	on	On B/U
	D	D	D	D	D			D	D	D	D	D		

07 March to 20 Mar 2016

	7	8	9	10	11	12	13	14	15	16	17	18	19	20
	Mon	Tues	Wed	Thurs	Frid	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
	D	D	D	D	D			PH	D	D	D	D		
	D	D	D	D	D			PH	D	D	D	L		
	on	on B/U	on	on B/U	on	on	OFF	On B/U	on	on	on	ADO	OFF	OFF
	on	on	on B/U	on	Z1	on	OFF	on	on	Z3	ADO	OFF	OFF	on
	on	on	Z9	on	ADO	OFF	OFF	on	On B/U	on	OFF	On B/U	on	On B/U
	on B/U	on	on	on	ADO	OFF	OFF	OFF	on	on	on	on	on	OFF
	Z11	on	on	on	ADO	OFF	OFF	OFF	on	on	on	on	on	OFF
	on B/U	on	on	on	ADO	OFF	OFF	OFF	on	on	on	on	on	OFF

4 April to 17 April 2016

	4	5	6	7	8	9	10	11	12	13	14	15	16	17
	Mon	Tues	Wed	Thurs	Frid	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
	D	D	D	D	D	D	D	D	D	D	D	D	D	D
	L	D	D	D	D	D	D	D	D	D	D	D	D	D
	OFF	ADO	on B/U	on	on B/U	on	OFF	on	on B/U	on	OFF	OFF	on B/U	on
	OFF	on	on	on	on	on	OFF	on	on	ADO	OFF	OFF	on	on B/U
	on	on	on	on	ADO	ADO	OFF	on	Z2	on	on	on	on	on
	OFF	on B/U	on	on	ADO	ADO	OFF	on B/U	on	on	OFF	on B/U	on	OFF
	on B/U	on	on	OFF	on	on B/U	on	on	OFF	on	on B/U	on	OFF	OFF
	on	on	ADO	OFF	on	on	on B/U	on	OFF	on	on	on	OFF	OFF
	Z5	on	on	on	on	Z10	OFF	ADO	on	on B/U	Z4	on	on	OFF
	on	OFF	on	on	on	OFF	OFF	ADO	on	on	Z5	on	on	OFF
	on	OFF	on	on B/U	on	OFF	OFF	ADO	on	on	on	on	on	OFF
	D	D	D	D	D	D	D	D	D	D	D	D	D	D

18 April to 01 May 2016

	18	19	20	21	22	23	24	25	26	27	28	29	30	1
Feb	Mon	Tue	Wed	Thur	Frid	Sat	Sun	Mon	Tue	Wed	Thurs	Fri	Sat	Sun
	D	D	D	D	D	D	D	D	D	D	D	D	D	D
	D	D	D	D	D	D	D	D	D	D	D	D	D	D
	on	on	on	OFF	On B/U	On B/U	on	on	OFF	on	On B/U	on	OFF	OFF
	on	On B/U	Z1	OFF	on	on	on	on	OFF	On B/U	on	on	OFF	OFF
	on	on	on	on	on	on	Z4	on	on	on	Z5	on	on	on
	on	on	on	on	ADO	OFF	OFF	on	on	on	on	on	on	on
	on	OFF	on	on B/U	on	on	OFF	ADO	On B/U	on	on	On B/U	OFF	OFF
	on	Z2	on	Z2	on	on	on	ADO	on	on	on	On B/U	OFF	OFF

Name
ADO Carried

Month	21	22	23	24	25	26	27	28	29	30	31	1	2	3
March	Mon	Tue	Wed	Thur	Frid	Sat	Sun	Mon	Tue	Wed	Thurs	Fri	Sat	Sun
	on	on	on	on	on	OFF	OFF	on	on	on	on	on	OFF	OFF
	on	on	on	on	on	OFF	OFF	on	on	on	on	on	OFF	OFF
	on	on	on	on	on	OFF	OFF	on	on	on	on	on	OFF	OFF
April	4	5	6	7	8	9	10	11	12	13	14	15	16	17
	Mon	Tue	Wed	Thur	Frid	Sat	Sun	Mon	Tue	Wed	Thurs	Fri	Sat	Sun
	on	on	on	on	on	OFF	OFF	on	on	on	on	on	OFF	OFF
	on	on	on	on	on	OFF	OFF	on	on	on	on	on	OFF	OFF
	on	on	on	on	on	OFF	OFF	on	on	on	on	on	OFF	OFF
April	18	19	20	21	22	23	24	25	26	27	28	29	30	1
	Mon	Tue	Wed	Thur	Frid	Sat	Sun	Mon	Tue	Wed	Thurs	Fri	Sat	Sun
	on	on	on	on	on	OFF	OFF	on	on	on	on	on	OFF	OFF
	on	on	on	on	on	OFF	OFF	on	on	on	on	on	OFF	OFF
	on	on	on	on	on	OFF	OFF	on	on	on	on	on	OFF	OFF
May	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	Mon	Tue	Wed	Thur	Frid	Sat	Sun	Mon	Tue	Wed	Thurs	Fri	Sat	Sun
	on	on	on	on	on	OFF	OFF	on	on	on	on	on	OFF	OFF
	on	on	on	on	on	OFF	OFF	on	on	on	on	on	OFF	OFF
	on	on	on	on	on	OFF	OFF	on	on	on	on	on	OFF	OFF

Leave

Month	16	17	18	19	20	21	22	23	24	25	26	27	28	29
May	Mon	Tue	Wed	Thur	Frid	Sat	Sun	Mon	Tue	Wed	Thurs	Fri	Sat	Sun
	on	on	on	OFF	on	back up	on	on	OFF	back up	on	on	OFF	OFF
	on	on	on	OFF	on	back up	on	on	OFF	back up	on	on	OFF	OFF
	on	on	on	OFF	on	back up	on	on	OFF	back up	on	on	OFF	OFF

1

	13	14	15	16	17	18	19	20	21	22	23	24	25	26
June	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thurs	Fri	Sat	Sun
	on	on	on	on	on	OFF	OFF	on	on	on	on	on	OFF	OFF
	on	on	on	on	on	OFF	OFF	on	on	on	on	on	OFF	OFF
	on	on	on	on	on	OFF	OFF	on	on	on	on	on	OFF	OFF
July	27	28	29	30	1	2	3	4	5	6	7	8	9	10
	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thurs	Fri	Sat	Sun
	on	on	on	on	on	OFF	OFF	on	on	on	on	on	OFF	OFF
	on	on	on	on	on	OFF	OFF	on	on	on	on	on	OFF	OFF
	on	on	on	on	on	OFF	OFF	on	on	on	on	on	OFF	OFF

LEAVE

DATE

May 16 to Jun 12

1	May	16	17	18	19	20	21	22	23	24	25	26	27	28	29
	Mon	on	on	on	OFF	on	back up	on	on	OFF	back up	on	on	OFF	Sun
								Z3			Z9	Z1			
		on	on		OFF	on	on	back up	on	OFF	on	back up	on	OFF	OFF
								Z4			Z10	Z2			
		on	OFF	on	back up	on	OFF	OFF	OFF	on	on	on	on	on	OFF
								Z5					Z3		
		on	OFF	back up	on	on	OFF	OFF	OFF	on	on	on	back up	on	OFF
								Z6					Z4		
		OFF	on	on	on	on	on	OFF	on	back up	on	on	ADO	OFF	OFF
								Z9		Z7					
		OFF	on	on	on	back up	on	OFF	back up	on	on	on	ADO	OFF	OFF
								Z10	Z6	on					
		back up	on			ADO	OFF	OFF		on	OFF	OFF	on	back up	on
		Z1	Z3												Z7
		on	back up	on	on	ADO	OFF	OFF	on	on	OFF	OFF	on	on	back up
	June	30	31	1	2	3	4	5	6	7	8	9	10	11	12
		Mon	Tues	Wed	Thurs	Frid	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
		OFF	on	on	on	back up	on	OFF	on	back up	on	on	ADO	OFF	OFF
		OFF	on	on	on	Z7	on	OFF	Z3	Z5	on	on	ADO	OFF	OFF
		back up	on	on	on	Z8	OFF	OFF	back up	on	on	on	ADO	OFF	OFF
		Z9	Z1						Z4	Z6					
		on	back up	on	on	ADO	OFF	OFF	on	on	OFF	OFF	on	back up	back up
															Z5
		Z10	Z2												back up
		on	on		OFF	on	back up	on	on	OFF	on	back up	on	OFF	OFF
		on	on		OFF	on	on	Z1	on	OFF	Z7	Z9	on	OFF	OFF
		on	on		OFF	on	back up	back up	on	OFF	back up	on	on	OFF	OFF
		on	OFF	back up	on	on	OFF	Z2	OFF	on	Z8	Z10	on	on	OFF
		on	OFF	on	on	on	OFF	OFF	OFF	on	on	on	Z1	on	OFF
		on	OFF	on	back up	on	OFF	OFF	OFF	on	on	on	back up	on	OFF
		on	OFF	on	back up	on	OFF	OFF	OFF	on	on	on	back up	on	OFF

Jun 13 to Jul 10

2

	13	14	15	16	17	18	19	20	21	22	23	24	25	26
June	Mon	Tue	Wed	Thur	Frid	Sat	Sun	Mon	Tue	Wed	Thurs	Fri	Sat	Sun
	on	on		OFF	on	on	back up	on	OFF	on	back up	on	OFF	OFF
	on	on		OFF	on	back up	on	on	OFF	back up	Z7	on	OFF	OFF
	on	OFF	back up	on	on	OFF	Z10	OFF	on	Z6	Z8	back up	on	OFF
	on	OFF	on	back up	on	OFF	on	OFF	on	on	on	Z9	on	OFF
	on	OFF	on	back up	on	OFF	on	OFF	on	on	on	on	on	OFF
	OFF	on	on	on	back up	on	OFF	back up	on	on	on	ADO	OFF	OFF
	OFF	on	on	on	on	on	OFF	A/L	back up	A/L	A/L	ADO	on	back up
	on	back up	on	on	Z6	ADO	OFF	Z2	on	on	OFF	on	A/L	back up
	back up	Z9	on	on	ADO	OFF	OFF	on	on	on	OFF	A/L	A/L	A/L
	back up	on	on	on	ADO	OFF	OFF	on	on	on	OFF	on	back up	on
July	27	28	29	30	1	2	3	4	5	6	7	8	9	10
Mon	OFF	Tues	Wed	Thurs	Frid	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
	OFF	on	on	on	on	on	OFF	back up	back up	on	on	ADO	OFF	OFF
	OFF	on	on	on	Z3	on	OFF	Z9	Z1	on	on	ADO	OFF	OFF
	OFF	on	on	on	back up	on	OFF	on	back up	on	on	ADO	OFF	OFF
	back up	back up	on	on	Z4	ADO	OFF	Z10	Z2	on	on	ADO	OFF	OFF
	A/L	A/L	A/L	A/L	ADO	OFF	OFF	A/L	A/L	A/L	OFF	on	back up	back up
	back up	back up	on	on	ADO	OFF	OFF	on	on	on	OFF	on	back up	Z1
	Z6	Z8	on	on	ADO	OFF	OFF	on	on	on	OFF	on	back up	Z2
	on	on	on	OFF	on	on	back up	on	OFF	back up	on	on	OFF	OFF
	on	on	OFF	OFF	OFF	back up	Z7	on	on	Z3	Z5	on	OFF	OFF
	on	on	on	OFF	on	back up	on	on	OFF	on	back up	on	OFF	OFF
	on	OFF	on	back up	on	OFF	Z8	on	on	Z4	Z6	on	OFF	OFF
	A/L	A/L	A/L	A/L	A/L	OFF	OFF	OFF	on	on	on	back up	on	OFF
	on	OFF	back up	back up	on	OFF	OFF	OFF	on	on	on	back up	on	OFF
A/L	A/L	A/L	back up	on	on	OFF	OFF	OFF	on	on	on	Z7	on	OFF
	on	OFF	back up	on	on	OFF	OFF	OFF	on	on	on	on	on	OFF
			Z10	Z2								Z8		

July 11 - Aug 07

1

July	11	12	13	14	15	16	17	18	19	20	21	22	23	24
	Mon	Tue	Wed	Thur	Frid	Sat	Sun	Mon	Tue	Wed	Thurs	Fri	Sat	Sun
	on	on	back up	OFF	on	back up	back up	on	OFF	back up	on	on	OFF	OFF
	A/L	A/L	A/L	OFF	A/L	A/L	A/L	A/L	back up	A/L	A/L	A/L	OFF	OFF
	on	on	back up	OFF	on	back up	back up	on	OFF	back up	back up	on	OFF	OFF
	on	OFF	on	back up	on	OFF	OFF	OFF	on	on	on	on	on	OFF
	on	OFF	back up	Z7	on	OFF	OFF	OFF	on	on	on	Z3	on	OFF
	on	OFF	back up	on	on	OFF	OFF	OFF	on	on	on	back up	on	OFF
	OFF	on	Z6	Z8	on	on	on	on	back up	on	on	Z4	OFF	OFF
	OFF	on	on	on	on	on	OFF	on	back up	on	on	ADO	OFF	OFF
	OFF	on	on	on	back up	on	OFF	Z5	Z7	on	on	ADO	OFF	OFF
	back up	back up	ADO	ADO	Z10	OFF	OFF	Z6	Z8	on	OFF	on	back up	on
	Z1	Z3	on	on	ADO	OFF	OFF	on	on	on	on	on	back up	Z7
	back up	back up	on	on	ADO	OFF	OFF	on	on	on	OFF	on	back up	back up
July/Aug	25	26	27	28	29	30	31	1	2	3	4	5	6	7
	Mon	Tues	Wed	Thurs	Frid	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
	OFF	on	on	on	back up	on	OFF	on	back up	on	on	ADO	OFF	OFF
	OFF	A/L	A/L	A/L	back up	on	OFF	Z3	Z5	on	on	ADO	OFF	OFF
	OFF	on	on	on	ADO	on	OFF	Z4	Z6	on	on	ADO	OFF	OFF
	back up	back up	on	on	ADO	OFF	OFF	back up	back up	on	OFF	on	back up	on
	Z9	Z1	on	on	ADO	OFF	OFF	on	on	on	OFF	on	back up	Z5
	on	back up	on	on	ADO	OFF	OFF	on	on	on	OFF	on	back up	back up
	Z10	Z2	on	OFF	on	back up	on	on	OFF	on	back up	on	on	Z6
	on	on	on	OFF	on	back up	Z1	on	OFF	on	back up	on	OFF	OFF
	on	on	on	OFF	on	back up	back up	on	OFF	Z7	Z9	on	OFF	OFF
	on	on	on	OFF	on	back up	Z2	on	OFF	Z8	Z10	on	OFF	OFF
	on	OFF	back up	on	on	OFF	OFF	OFF	on	on	on	on	on	OFF
	on	OFF	Z3	Z5	on	OFF	OFF	OFF	on	on	on	on	on	OFF
	on	OFF	back up	back up	on	OFF	OFF	OFF	on	on	on	Z1	on	OFF

Aug 08 - Sep-04

2

August	8	9	10	11	12	13	14	15	16	17	18	19	20	21
	Mon	Tue	Wed	Thur	Frid	Sat	Sun	Mon	Tue	Wed	Thurs	Fri	Sat	Sun
	on	on	on	OFF	on	on	back up	on	OFF	on	back up	on	OFF	OFF
	on	on		OFF	on	back up	on	on	OFF	back up	on	on	OFF	OFF
	on	OFF	back up	on	on	OFF	Z10	OFF	on	Z6	on	back up	on	OFF
	on	OFF	Z1	Z3	on	OFF		OFF	on	on	on	Z9	on	OFF
	on	OFF	on	back up	on	OFF		OFF	on	on	on	on	on	OFF
	OFF	on	on	on	back up	on	OFF	back up	on	on	on	ADO	OFF	OFF
	OFF	on	on	A/L	A/L	A/L	A/L	A/L	A/L	A/L	A/L	ADO	OFF	OFF
	OFF	on	on	on	on	on	OFF	back up	back up	on	on	ADO	OFF	OFF
	on	back up	on	on	Z6	ADO	OFF	on	on	on	OFF	on	back up	back up
	Z7	Z9	on	on	ADO	ADO	OFF	on	on	on	OFF	on	back up	Z3
	back up	on	on	on	ADO	OFF	OFF	on	on	on	OFF	on	back up	on
Aug/Sept	22	23	24	25	26	27	28	29	30	31	1	2	3	4
	Mon	Tues	Wed	Thurs	Frid	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
	OFF	on	on	on	on	on	OFF	back up	on	on	on	ADO	OFF	OFF
	OFF	on	on	on	Z3	Z4	Z1	Z9	Z1	on	on	ADO	OFF	OFF
	OFF	on	on	on	back up	on	OFF	on	back up	on	on	ADO	OFF	OFF
	on	back up	on	on	Z4	ADO	Z2	Z10	Z2	on	OFF	on	on	back up
	Z5	Z7	on	on	ADO	OFF	OFF	on	on	on	OFF	on	on	back up
	back up	on	on	on	ADO	OFF	OFF	on	on	on	OFF	on	back up	Z1
	Z6	Z8	on	OFF	on	on	back up	on	OFF	back up	on	on	back up	on
	on	on	on	OFF	on	on	Z7	on	OFF	Z3	Z5	on	OFF	OFF
	on	on	on	OFF	on	back up	on	on	OFF	on	back up	on	OFF	OFF
	on	on	on	OFF	on	back up	Z8	on	OFF	on	back up	on	OFF	OFF
	on	OFF	on	back up	on	OFF	OFF	on	on	Z4	Z6	back up	on	OFF
	on	OFF	Z9	Z1	on	OFF	OFF	OFF	on	on	on	back up	on	OFF
	on	OFF	back up	on	on	OFF	OFF	OFF	on	on	on	Z7	on	OFF
	on	OFF	Z10	Z2	on	OFF	OFF	OFF	on	on	on	Z8	on	OFF

Mar/Apr	20	21	22	23	24	25	26	27	28	29	30	31	1	2
	Mon	Tue	Wed	Thur	Frid	Sat	Sun	Mon	Tue	Wed	Thurs	Fri	Sat	Sun
	on	on	on	OFF	on	back up	on call	on	OFF	back up	back up	on	OFF	OFF
	on	on	on	OFF	on	on call	back up	on	OFF	on call	back up	on	OFF	OFF
	on	OFF	on call	back up	on	OFF	OFF	OFF	on	on	on	on call	on	OFF
	on	OFF	on	on	on	OFF	OFF	OFF	on	on	on	on	on	OFF
	OFF	on	on	on	on call	on	OFF	on call	back up	on	on	ADO	ADO	OFF
	OFF	annual	back up	on call	on call	on	OFF	back up	on call	on call	on call	ADO	OFF	OFF
	back up	on												
	back up	on call	on	on	ADO	OFF	OFF	on	on	on		on	back up	on call
	on call	Murrell	Murrell	Murrell	Murrell								Murrell	Murrell
	on call	back up	on	on	ADO	OFF	OFF	on	back up		OFF	on	on	back up
Apr	3	4	5	6	7	8	9	10	11	12	13	14	15	16
	Mon	Tues	Wed	Thurs	Frid	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
	OFF	on	on	on	back up	on	OFF	on	back up		on	ADO	on	OFF
	OFF	on	on	on	on call	back up	OFF	back up	on call	on	on	ADO	OFF	OFF
	back up	on call	on	Carers	ADO	OFF	OFF	Sick						
	on	on	on	on	ADO	OFF	on	Annual						
	on	on	on	on	ADO	OFF	on	on	on	on	OFF	on	back up	on call
	on	on	on	OFF	on	back up	on call	on	OFF	on call	back up	on	OFF	OFF
	annual	on	on	on	on	on	on	on	on	on	on	on	on	on
	on	on	on	OFF	on call	on call	back up	on	OFF	back up	on call	back up	OFF	OFF
	on	OFF	back up	on call	on	OFF	OFF	OFF	on	on	on	back up	on	OFF
	on	OFF	on call	back up	on	OFF	OFF	OFF	on	on	on	on	on	OFF

Apr 14 - 16 - Easter

Apr	17	18	19	20	21	22	23	24	25	26	27	28	29	30
	Mon	Tue	Wed	Thur	Frid	Sat	Sun	Mon	Tue	Wed	Thurs	Fri	Sat	Sun
	on	on	on	OFF	on	on	back up	on	OFF	on	back up	on	OFF	OFF
	on	on	on	OFF	on	back up	on	on	OFF	back up	on	back up	on	OFF
	on	ADO	back up	on	on	OFF	on	OFF	on	on	on	back up	on	OFF
	on	OFF	on	back up	on	OFF	on	OFF	on	on	on	ADO	on	OFF
	on	ADO	on	on	back up	on	OFF	back up	on	on	on	ADO	on	OFF
	on	on	on	on	ADO	on	OFF	on	back up	on	on	ADO	on	OFF
	on call	back up	on	on	ADO	OFF	OFF	on	on	on	OFF	on	on call	back up
	back up	on	on	on	ADO	OFF	OFF	on	on	on	OFF	on	back up	on call
May	1	2	3	4	5	6	7	8	9	10	11	12	13	14
	Mon	Tues	Wed	Thurs	Frid	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
	OFF	on	on	on	on	on	OFF	back up	on	on	on	ADO	on	OFF
	OFF	on	on	on	back up	on	OFF	on	back up	on	on	ADO	on	OFF
	on	on	on	on	ADO	OFF	OFF	on	on	on	OFF	on	on	back up
	on	back up	on	on	ADO	OFF	OFF	on	on	on	OFF	on	on	back up
	on	on	on	OFF	on	back up	back up	on	OFF	back up	on	back up	OFF	O/T
	on	on	on	OFF	on	back up	on	on	OFF	on	back up	on	OFF	OFF
	on	OFF	on call	back up	on	OFF	OFF	OFF	on	on	on	back up	on	OFF
	on	OFF	back up	on	on	OFF	OFF	OFF	on	on	on	on	on	OFF

Apr 17 - Easter Monday
Apr 25 - Anzac day

3
Late

3
on

3
Leave

2
on

2
on

ADO

Jul	10	11	12	13	14	15	16	17	18	19	20	21	22	23
Mon	Tue	Wed	Thur	Frid	Sat	Sun	Mon	Tue	Wed	Thurs	Fri	Sat	Sun	
on	on	on	OFF	on	back up	on	on	on	back up	on	on	on	OFF	OFF
on	on	on	OFF	on	on	back up	on	on	on	back up	on	on	OFF	OFF
on	OFF	on	back up	on	OFF	OFF	OFF	on	on	on	on call	on	on	OFF
on	OFF	back up	on	on	OFF	OFF	OFF	on	on	on	Leave	back up	on	OFF
OFF	on	on	on	on	on	OFF	OFF	back up	back up	on	ADO	ADO	OFF	OFF
OFF	on	on	on	on	on	OFF	OFF	back up	on	on	on	ADO	OFF	OFF
back up	on	on	on	on	ADO	OFF	OFF	on	on	on	OFF	on	back up	on call
on call	back up	on	on	on	ADO	OFF	OFF	on	on	OFF	on	on	on call	back up
on	on	on	on	on	on	OFF	OFF	on	on	on	on	on	OFF	OFF
Jul-Aug	24	25	26	27	28	29	30	31	1	2	3	4	5	6
Mon	Tues	Wed	Thurs	Frid	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	
OFF	on	on	on	on	back up	on	on	on	on	on	ADO	ADO	OFF	OFF
OFF	on	on	on	on	on	on	OFF	back up	on	on	on	ADO	OFF	OFF
back up	on call	on	on	on	ADO	OFF	OFF	back up	on	on	on	ADO	OFF	OFF
Leave	Leave	Leave	Leave	Leave	Leave	Leave	Leave	Leave	RDO	on	OFF	on	back up	on call
on	back up	on	on	on	ADO	OFF	OFF	on	back up	OFF	OFF	on	on call	back up
on	on	on	OFF	on	on	back up	on	on	on	on call	back up	on	on	OFF
on	on	on	OFF	on	on	on	back up	on	OFF	Leave	Leave	Leave	on	OFF
on	on	on	OFF	on	on	back up	on	on	OFF	back up	on	on	on	OFF
on	OFF	back up	on	on	OFF	OFF	OFF	OFF	on	on	on	on	on	OFF
on	OFF	on	back up	back up	OFF	OFF	OFF	OFF	on	on	on	back up	on	OFF
on	on	on	on	on	OFF	OFF	OFF	on	on	on	on	on	on	OFF

ADO

on call

on call

Leave

0.5

0.5

0.5

PH

Aug	7	8	9	10	11	12	13	14	15	16	17	18	19	20
	Mon	Tue	Wed	Thur	Frid	Sat	Sun	Mon	Tue	Wed	Thurs	Fri	Sat	Sun
	on	on	on	OFF	on	on call	back up	on	OFF	on call	back up	on	OFF	OFF
	on	on	on	OFF	on	back up	on call	on	OFF	back up	on call	on	OFF	OFF
	on	OFF	back up	on call	on	OFF	OFF	OFF	on	on	on	back up	on	OFF
	on	OFF	on call	back up	on	OFF	OFF	OFF	on	on	on	ADO	OFF	OFF
	OFF	on	on	on	back up	on	OFF	back up	on call	on	on	ADO	OFF	OFF
	OFF	on	on	on	on call	on	OFF	on call	back up	on	on	ADO	OFF	OFF
	on call	back up	on	on	Z6	on	OFF	on	on	on	OFF	on	on call	back up
	back up	on call	on	on	ADO	OFF	OFF	on	on	on	OFF	on	back up	on call
	on	on	on	on	on	OFF	OFF	on	on	on	on	on	OFF	OFF
Aug - Sep	21	22	23	24	25	26	27	28	29	30	31	1	2	3
	Mon	Tues	Wed	Thurs	Frid	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
	OFF	on	on	on	on call	on	OFF	back up	on call	on	on	ADO	OFF	OFF
	OFF	on	on	on	back up	on	OFF	on call	back up	on	on	ADO	OFF	OFF
	on call	back up	on	on	ADO	OFF	OFF	on	on	on	OFF	on	on call	back up
	back up	on call	on	on	ADO	OFF	OFF	on	on	on	OFF	on	back up	on call
	on	on	on	OFF	on	on call	back up	on	OFF	back up	on call	on	OFF	OFF
	on	on	on	OFF	on	back up	on call	on	OFF	on call	back up	on	OFF	OFF
	on	OFF	on call	back up	on	OFF	OFF	OFF	on	on	on	back up	on	OFF
	on	OFF	back up	on call	on	OFF	OFF	OFF	on	on	on	on call	on	OFF
	on	on	on	on	on	OFF	OFF	on	on	on	on	on	OFF	OFF

ADO

Medicals

Leave

0.5

Vet/Assist

0.5

P/R

Oct	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	Mon	Tue	Wed	Thur	Frid	Sat	Sun	Mon	Tue	Wed	Thurs	Fri	Sat	Sun
	on	on	OFF	OFF	on	back up	back up	on	OFF	back up	on	on	OFF	OFF
	on	on	OFF	OFF	on	back up	on	on	OFF	back up	on	on	OFF	OFF
	on	OFF	back up	on	on	OFF	OFF	OFF	on	on	on	back up	on	OFF
	on	OFF	back up	back up	on	OFF	OFF	OFF	on	on	on	ADO	OFF	OFF
	OFF	⇒ RDO	on	on	back up	on	OFF	back up	on	on	on	ADO	OFF	OFF
	OFF	on	on	on	on	on	OFF	on	back up	on	on	ADO	OFF	OFF
	on	back up	on	on	ADO	OFF	OFF	on	on	on	OFF	on	back up	back up
	back up	on	on	on	ADO	OFF	OFF	on	on	on	OFF	on	back up	on
	on	on	on	on	on	OFF	OFF	on	on	on	on	on	OFF	OFF
Oct	16	17	18	19	20	21	22	23	24	25	26	27	28	29
	Mon	Tues	Wed	Thurs	Frid	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
	OFF	on	on	on	on	on	OFF	back up	on	on	on	ADO	OFF	OFF
	OFF	on	on	⇒ RDO	Leave	Leave	OFF	Leave	Leave	Leave	Leave	ADO	OFF	OFF
	on	back up	on	on	ADO	OFF	OFF	on	on	on	OFF	on	back up	back up
	back up	on	on	on	ADO	OFF	OFF	on	on	on	OFF	on	back up	on call
	on	on	on	OFF	on	on	on	on	OFF	Back up	back up	on	OFF	OFF
	on	on	on	OFF	on	back up	back up	on	OFF	on	on	on	OFF	OFF
	on	OFF	on	back up	on	OFF	OFF	OFF	on	on	on	back up	on	OFF
	on	OFF	back up	on	on	OFF	OFF	OFF	on	on	on	back up	on	OFF
	on	on	on	on	on	OFF	OFF	on	on	on	on	on	on	OFF
	on	on	on	on	on	OFF	OFF	on	on	on	on	on	on	OFF

ADO 0.5 Leave Labor Day

Mar-Apr	19	20	21	22	23	24	25	26	27	28	29	30	31	1
	Mon	Tue	Wed	Thur	Frid	Sat	Sun	Mon	Tue	Wed	Thurs	Fri	Sat	Sun
Vacant	on	on	on	on	on	OFF	OFF	on	on	on	on	OFF	OFF	OFF
	on	on	on	OFF	on	on	on	OFF	OFF	on	on	back up	on	OFF
	on	on	on	OFF	on	on	back up	on	OFF	on	back up	on	OFF	OFF
	on	on	back up	on	on	back up	on	on	OFF	back up	on	back up	OFF	OFF
	on	OFF	on	on	on	OFF	OFF	OFF	on	on	on	back up	OFF	OFF
	on	OFF	on	back up	on	OFF	OFF	OFF	on	on	on	on	OFF	OFF
	on	back up	on	on	ADO	OFF	OFF	on	on	on	OFF	ADO	ADO	back up
	on	on call	on	on	ADO	OFF	OFF	on	on	on	OFF	back up	back up	on call
	on	on	on	on	on	OFF	OFF	on	on	on	on	on	OFF	15
Apr		3	4	5	6	7	8	9	10	11	12	13	14	15
	Tues	on	Wed	Thurs	Frid	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
Vacant	on	on	on	OFF	on	on	on	OFF	OFF	on	on	on	on	OFF
	on	on	on	on	on	on	on	on	on	on	on	on	on	on
	on	on	on	on	on	OFF	OFF	on	on	on	on	ADO	ADO	OFF
	OFF	on	on	on	on	on	OFF	back up	on	on	on	ADO	ADO	OFF
	OFF	on	on	on	back up	on	OFF	on	back up	on	on	ADO	ADO	OFF
	on call	back up	on	on	ADO	OFF	OFF	on	on	on	OFF	on	on	back up
	back up	on call	on	on	ADO	OFF	OFF	on	on	on	OFF	on	back up	on call
	on	on	on	OFF	on	on	back up	on	on	back up	on	on	on	OFF
	on	on	on	OFF	on	on	on	on	on	on	on	on	on	OFF
	on	on	on	OFF	on	on	on	on	on	on	on	on	on	OFF
	back up	on call	on	on	ADO	OFF	OFF	on	on	on	OFF	on	back up	on call
	on	on	on	on	ADO	OFF	OFF	on	on	on	OFF	on	back up	on call
	on	on	on	OFF	on	on	back up	on	on	back up	on	on	on	OFF
	on	on	on	OFF	on	on	on	on	on	on	back up	on	on	OFF
	on	on	on	OFF	on	on	on	on	on	on	back up	on	on	OFF

	Aug 20 to Aug 25	20 Mon	21 Tues	22 Wed	23 Thurs	24 Fri	25 Sat	26 Sun	Aug 27 to Sept 2	27 Mon	28 Tues	29 Wed	30 Thurs	31 Fri	1 Sat	2 Sun
TEAM 5	back up	OFF	on	on	Vehicle Clean	back up	on	on	TEAM 4	OFF	OFF	on	Vehicle Clean	back up	on	on
TEAM 1	back up	on	back up	on	Vehicle Clean	ADO	OFF	OFF	TEAM 5	on	on	back up	on	ADO	OFF	OFF
TEAM 2	on	on	on	on	OFF	ADO	OFF	OFF	TEAM 1	on	on	back up	OFF	ADO	OFF	OFF
TEAM 3	back up	on	on	on	OFF	back up	on	on	TEAM 2	on	on	back up	OFF	back up	on	on
TEAM 4	back up	on	on	on	OFF	back up	on	on	TEAM 3	on	on	back up	OFF	back up	on	on
	back up	on	on	on	Vehicle Clean	on	Sat 10am to 3pm Overtime	on	TEAM 4	on	on	on	on	on	OFF	OFF
	back up	on	on	on	Vehicle Clean	on	Sat 10am to 3pm Overtime	on	TEAM 5	on	on	on	on	on	OFF	OFF
	back up	on	on	on	Vehicle Clean	on	Sat 10am to 3pm Overtime	on	TEAM 1	on	on	on	on	on	OFF	OFF
	back up	on	on	on	Vehicle Clean	on	Sat 10am to 3pm Overtime	on	TEAM 2	on	on	on	on	on	OFF	OFF
	back up	on	on	on	Vehicle Clean	on	Sat 10am to 3pm Overtime	on	TEAM 3	on	on	on	on	on	OFF	OFF
	back up	on	on	on	Vehicle Clean	on	Sat 10am to 3pm Overtime	on	TEAM 4	on	on	on	on	on	OFF	OFF
	back up	on	on	on	Vehicle Clean	on	Sat 10am to 3pm Overtime	on	TEAM 5	on	on	on	on	on	OFF	OFF

Leave

Legend for symbols used in the schedule:

- Vehicle Clean
- back up
- ADO
- on
- OFF
- Sat 10am to 3pm Overtime

	Sept 3 to Sep 9	3	4	5	6	7	8	9	10 Sep to 16 Sep	10	11	12	13	14	15	16
		Mon	Tues	Wed	Thurs	Fri	Sat	Sun		Mon	Tues	Wed	Thurs	Fri	Sat	Sun
TEAM 3		OFF	OFF	on	Vehicle clean back up	back up	on	on		OFF	OFF	on	Vehicle clean back up	back up	on	on
		OFF	OFF	on	Vehicle clean back up	on	on	back up		OFF	OFF	on	Vehicle clean back up	back up	on	on
TEAM 4		on	on	back up	on	ADO	OFF	OFF		on	on	back up	on	ADO	OFF	OFF
		on	on	back up	on	ADO	OFF	OFF		on	on	back up	on	ADO	OFF	OFF
TEAM 5		on	back up	on	OFF	OFF	back up	on		on	back up	on	OFF	OFF	on	back up
		on	back up	on	OFF	OFF	back up	on		on	back up	on	OFF	OFF	on	back up
TEAM 1		back up	on	on	on	on	OFF	OFF		back up	on	on	on	on	OFF	OFF
		on	on	on	on	on	OFF	OFF		on	on	on	back up	on	OFF	OFF
TEAM 2		on	on	on	on	on	OFF	OFF		on	on	on	on	on	Sat 10am to 3pm Overtime	OFF
		on	on	on	on	on	OFF	OFF		on	on	on	on	on	Sat 10am to 3pm Overtime	OFF
		on	on	on	on	on	OFF	OFF		on	on	on	on	on	on	on
		on	on	on	on	on	OFF	OFF		on	on	on	on	on	on	on
		on	on	on	on	on	OFF	OFF		on	on	on	on	on	on	on
		Leave	on	on	on	on	on	on	Leave	on	on	on	on	on	on	on
		Leave	on	on	on	on	on	on	Leave	on	on	on	on	on	on	on

