PURPOSE
This leave is intended to offer support to staff affected by domestic, family and sexual violence.

ELIGIBILITY
Employees subject to domestic, family or sexual violence as defined in the Northern Territory Domestic and Family Violence Act may seek time off for remedying activities, including but not limited to:
- Seeking safe accommodation;
- Attending medical appointments;
- Attending counselling appointments;
- Attending court hearings;
- Accessing legal advice;
- Organising alternative care or education arrangements for children.

LEGAL REQUIREMENTS
Under the Northern Territory Domestic and Family Violence Act, Human Resource Services (HRS) may be required to advise relevant authorities of the domestic, family and sexual violence.

ENTITLEMENTS
An employee shall have access to 10 days per annum paid leave in addition to other forms of leave for the purposes of remedying activities associated with domestic, family and sexual violence.

This type of leave does not accrue from year to year and at the end of each year the 10 days shall be extinguished. Leave additional to these 10 days for the purposes of remedying activities may come from Personal Leave in the first instance, and then from Paid Annual Leave thereafter.

PROCEDURES
Affected staff are required to give notice as soon as practicable and must advise the supervisor of the anticipated period of absence, as best as possible.

The employee will be asked to produce reasonable evidence that the leave was used for the purpose of the remedying activities.

RELEVANT FORMS
Request for this type of leave is applied for using the Application for Leave form available through the link on the HRS Forms website.

This information is provided as a guide only. Please refer to the Charles Darwin University and Union Enterprise Agreement 2013 and relevant policies and procedures.