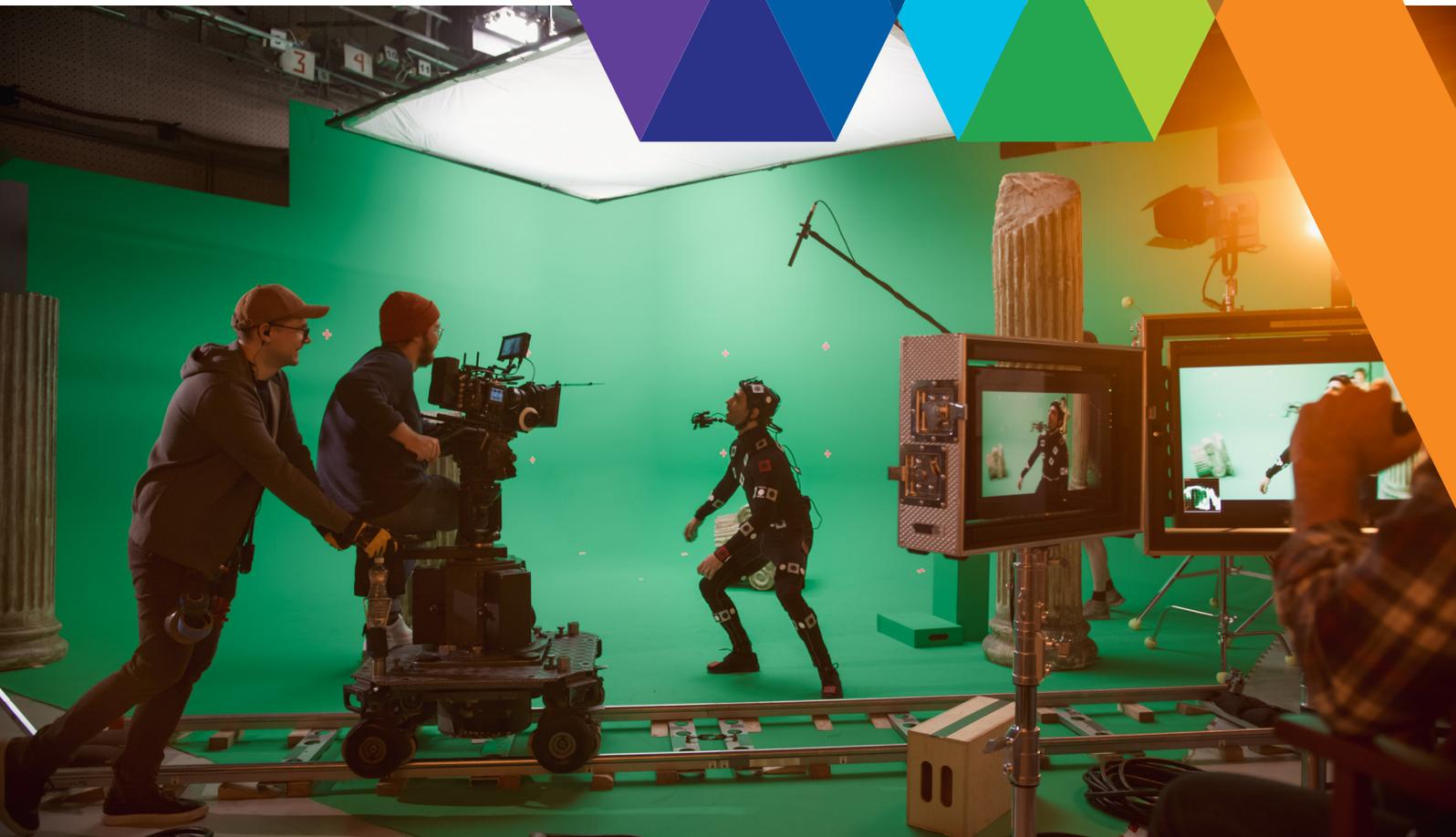


Occupational Bargaining in the Screen Industry

A guide for screen industry organisations





Ministry of Business, Innovation and Employment (MBIE) Hīkina Whakatutuki – Lifting to make successful

MBIE develops and delivers policy, services, advice and regulation to support economic growth and the prosperity and wellbeing of New Zealanders. MBIE combines the former Ministries of Economic Development, Science and Innovation, and the Departments of Labour, and Building and Housing.

More information

Information, examples and answers to your questions about the topics covered here can be found on our website: www.mbie.govt.nz or by calling us free on: **0800 20 90 20**.

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Introduction

The Screen Industry Workers Act 2022 (the Act) creates a collective bargaining framework for parties in the screen industry to bargain for occupational and enterprise contracts. This guide is about occupational contracts.

Occupational contracts set minimum terms for work done by certain occupations within the screen industry. They are bargained by worker organisations (for example, unions and guilds) and engager organisations (for example, organisations that represent production companies and producers). Occupational contracts cover every screen production worker doing the work of that occupational group and every engager who hires them. There can only be one occupational contract at any time for each occupational group.

Occupational groups

An occupational contract can be bargained for each of the following occupational groups:

Composers:

Individuals who create or modify musical compositions for screen productions.

Directors:

Individuals who direct the making of screen productions by visualising scripts while guiding performers and technicians to capture a screen production's vision.

Game developers:

Individuals who work on, or contribute to, computer-generated games and who do not fall within the description of the composer, director, performer, or writer occupational groups.

Performers:

Individuals who portray roles in screen productions, including stunt persons, narrators, voice-over actors, extras, singers, musicians, and dancers.

Technician (post-production):

Individuals who work on, or contribute to, screen productions during the post-production phase, and who do not fall within the description of any other occupational group.

Technician (production):

Individuals who work on, or contribute to, screen productions before the post-production phase, and who do not fall within the description of any other occupational group.

Writer:

Individuals who write, edit, contribute to, and evaluate scripts and stories for screen productions.

These occupational groups can be changed by the Governor-General on the recommendation of the Minister for Workplace Relations and Safety. Before recommending any change, the Minister must consult anyone who might be interested in the change. For more information, see [sections 96 – 97 of the Act](#).

Before you apply

Before you can apply to initiate or participate in occupational bargaining, there are a number of steps you must take first.

Register as a screen industry organisation

Parties must register as a worker organisation or an engager organisation to participate in occupational bargaining.

To register, organisations must:

- › be an [incorporated society](#) under the Incorporated Societies Act 1908 or the Incorporated Societies Act 2022¹, which requires having at least 15 members (if registered under the Incorporated Societies Act 1908) or at least 10 members (if registered under the Incorporated Societies Act 2022)
- › and either:
 - be [registered as a union](#) under the Employment Relations Act 2000 or Trade Unions Act 1908 and hold a current certificate of registration, or
 - meet the requirements of section 83(2) of the Screen Industry Workers Act. These requirements are listed here: [Registering as a screen industry organisation](#).

Organisations must also:

- › have a set of rules that comply with the Incorporated Societies Act, Employment Relations Act (if registered as a union under the Employment Relations Act) and Screen Industry Workers Act

How to register

1. Make sure you have:
 - a copy of the organisation’s certificate of incorporation under the Incorporated Societies Act 1908 or the Incorporated Societies Act 2022,
 - a copy of the organisation’s rules (constitution) as registered under that Act, and
 - a statutory declaration made by an officer of the organisation setting out the reasons why the society is entitled to be registered as a worker organisation or an engager organisation.Visit [Registering as a screen industry organisation](#) to check the eligibility criteria.
2. Complete the [application to register as a worker organisation or an engager organisation form](#).
3. Email your completed form, and the documents listed above to compliance@companies.govt.nz.

¹ The Incorporated Societies Act 2022 comes into force on 5 October 2023. Societies registered before this date need to re-register to remain on the register of incorporated societies. For more information, read this [guidance from the Companies Office](#).

Step 1: Applying to initiate bargaining

Organisations that want to start bargaining for occupational contracts must apply to the [Employment Relations Authority](#) (the Authority).

Ensure your members support applying to initiate bargaining.

Before applying to the Authority, you must carry out a secret ballot of your members who would be covered by the occupational contract. You can only apply to initiate bargaining if a simple majority of those **who voted** in the secret ballot are in favour of doing so.

Who can apply and when

For the first occupational contract for an occupational group, or to replace an occupational contract that expired more than 2 years ago, **only worker organisations** can apply, and that can be at any time.

To replace an occupational contract that expired up to 2 years ago, **engager and worker organisations** can apply at any time.

To replace an existing occupational contract that is still in force, parties can apply for an application to initiate bargaining for an occupational contract:

- › Worker organisations can apply no earlier than **180 days** before expiry for worker organisations; or
- › Engager organisations can apply no earlier than **160 days** before expiry for engager organisations.

You can find out which occupational contracts are in force here [Workplace relations in the screen industry | Employment Relations Authority \(era.govt.nz\)](#).

How to apply

To apply, complete the [form to initiate occupational bargaining](#). Send your completed form with all supporting documents to the Employment Relations Authority (screenworkers@era.govt.nz) and to all the proposed bargaining parties.

These supporting documents must be included with your application:

- › A copy of your organisation's certificate of registration under section 84 of the Screen Industry Workers Act 2022.
- › A copy of a bargaining notice (see below).
- › A statement saying that a simple majority of the organisation's members within coverage, who voted by secret ballot, voted in favour of initiating bargaining.

If your organisation is a **worker organisation**, you must also provide:

- › the number of members in the occupational group who would be covered by the contract
- › a statement saying how the organisation will conduct a ratification vote that allows any eligible worker in the occupational group to cast a vote, irrespective of the person's membership to the applicant's organisation.

If your organisation is an **engager organisation**, you must also provide:

- › the number of members who engage workers in the occupational group who would be covered by the contract
- › a statement saying which worker organisation should conduct the ratification vote.

Bargaining notice

A bargaining notice is a written document that outlines details of the proposed occupational contract.

It must include the following information:

- › The occupational group intended to be covered by the occupational contract.
- › All worker organisations whose members do the work of the occupational group specified.
- › All engager organisations whose members hire workers who do the work of the occupational group specified.
- › Any existing occupational contract, or the most recently expired occupational contract (if any), that applies to some or all of the workers in the occupational group specified.
- › The worker organisation who will be responsible for conducting the ratification vote. This will be the applicant if you are a worker organisation.

More information is available at: [Workplace relations in the screen industry](#).

Step 2: Assessing the application

Once the Employment Relations Authority has received an application, it will notify the public and open submissions on the application for at least 28 days. The purpose of public submissions is to help the Authority determine if there is **sufficient support** to initiate bargaining.

- › If a **worker organisation** has applied, sufficient support is when a simple majority of workers within coverage, who have submitted, support bargaining.
- › If an **engager organisation** has applied, sufficient support is when a simple majority of engagers within coverage, who have submitted, support bargaining.

Submissions can be made by individuals or by organisations (that is engager organisations and worker organisations). In determining whether there is sufficient support, submissions made by organisations will be counted according to the number of members they have within coverage of the proposed occupational contract.

If there is sufficient support, the Authority must approve the application and name the bargaining parties. The Authority will choose bargaining parties from the pool of registered worker organisations and engager organisations. Any registered organisation that has members within coverage of the proposed occupational contract will be named as a bargaining party. The Authority cannot approve an application unless there is at least one worker organisation and one engager organisation with members within coverage.

If a registered organisation has members within coverage but does not want to be named as a bargaining party, they can ask the Authority to be excused. The Authority cannot excuse an organisation if:

- › doing so would mean a substantial number or distinct class of workers or engagers would not have their interests adequately represented in bargaining, or
- › the organisation has more members within coverage than all other organisations on the same side of bargaining.

The Authority will also decide which worker organisation will conduct the ratification vote at the end of bargaining. If a worker organisation applied to initiate bargaining, then that worker organisation will be responsible for the ratification vote, unless the Authority names another worker organisation to do it.

These decisions will be published by the Authority on [Workplace relations in the screen industry | Employment Relations Authority \(era.govt.nz\)](#).

Step 3: Initiating bargaining

If the Employment Relations Authority approves the application, the organisation that applied must initiate bargaining by giving a **written bargaining notice** to the other bargaining parties within 28 days of the Authority's decision. This bargaining notice must include the following information from the Authority's decision:

- › the occupational group to be covered by the occupational contract
- › the bargaining parties
- › the worker organisation that will conduct the ratification vote, and what process will be used for this, and
- › any current occupational contract or the most recently expired occupational contract (if any) that applies to some or all of the occupational group.

Bargaining begins, and the rules for collective bargaining start applying, once the bargaining notice is provided to all parties. Parties can either choose when the bargaining duties start applying to them by giving notice to all other parties and formally commencing the bargaining process. If nobody does this within 28 days, bargaining (and the application of the bargaining duties) starts automatically the day after the 28th day.

The Government provides some funding for bargaining parties after an application has been approved by the Authority. Bargaining parties will be contacted by the Ministry of Business, Innovation and Employment (MBIE) about accessing and using this funding. For more information, email siwa@mbie.govt.nz.

Step 4: Bargaining

Rules for occupational bargaining

Parties must bargain in good faith

This means bargaining parties can't mislead or deceive each other, or do anything that is likely to mislead or deceive each other.

In addition, they must:

- › use their best endeavours to agree a process for conducting bargaining in an effective and efficient manner, including how they will address any disputes
- › meet each other from time to time for bargaining
- › consider and respond to each other's proposals
- › continue to bargain on outstanding matters even if they come to a standstill on one or more matters
- › recognise the authority of any representative from another bargaining party
- › refrain from undermining or doing anything that is likely to undermine bargaining or the authority of other bargaining parties
- › share information when requested that is reasonably necessary to support or substantiate claims or responses to claims made during bargaining.

If a bargaining party requests information that another party considers should be kept confidential, there is a process in [section 30 of the Act](#) allowing for an independent reviewer to assist.

Industrial action is not allowed during bargaining

'Industrial action' means:

- › two or more workers refusing to fulfil the terms of their contracts in a concerted manner, or
- › an engager organisation preventing workers from carrying out their obligations under their contracts (for example, blocking access to a set), or
- › an engager organisation refusing to carry out their contractual obligations with one or more workers (for example, not paying workers).

Workers still have the right to cease or refuse to carry out unsafe work under the Health and Safety at Work Act 2015.

Mandatory terms

Once bargaining has been initiated, an occupational contract must be produced.

The occupational contract must contain the following terms relating to the work covered:

| Topic | What must be included or stated in occupational contract |
|--|--|
| Pay rates | <ul style="list-style-type: none"> › the rates payable (excluding royalties and residuals), or › the minimum rates payable (excluding royalties and residuals), or › method(s) for calculating the rates payable or minimum rates payable (excluding royalties and residuals). |
| Breaks | <ul style="list-style-type: none"> › whether there is a minimum entitlement to breaks, and › if so, the frequency, duration and timing of breaks. |
| Public holidays | <ul style="list-style-type: none"> › whether workers are expected to work on any public holidays (as defined in section 44(1) of the Holidays Act 2003), and › if so: <ul style="list-style-type: none"> – whether they are entitled to receive additional compensation for working on public holidays, and – method(s) of calculating the additional compensation. |
| Hours of work | <ul style="list-style-type: none"> › whether there is a maximum number of hours workers may be required to work in a given period, and › if so: <ul style="list-style-type: none"> – whether they are entitled to receive additional compensation for working beyond the maximum hours, and – method(s) of calculating the additional compensation. |
| Availability for work | <ul style="list-style-type: none"> › whether workers may be required to be available for work (without a guarantee for work) beyond contractually agreed hours, and › if so: <ul style="list-style-type: none"> – method(s) of calculating additional compensation (if any) for work done during the period of availability, and – method(s) of calculating additional compensation (if any) for being available without working during the period of availability. |
| Termination | <ul style="list-style-type: none"> › a termination clause that specifies: <ul style="list-style-type: none"> – the process by which either the engager or worker can terminate the individual contract, and – the notice period (if any) required for termination, and – compensation (if any) payable to the worker if their engager terminates the contract. |
| Bullying, discrimination and harassment | <ul style="list-style-type: none"> › minimum procedural requirements for raising and responding to bullying, discrimination and harassment complaints. |
| Dispute resolution | <ul style="list-style-type: none"> › minimum procedural requirements for resolving disputes relating to individual contracts. |

The above terms will effectively set minimum terms for all work covered by the occupational contract once it is in force. An occupational contract can set different minimum terms within the range of work covered based on the types of work or worker.

In addition to the terms above, an occupational contract must also include the following:

- › a term stating the occupational group covered by the contract
- › the expiry date (which must be between three to six years)
- › a term explaining how the contract may be varied, and
- › a term allowing exemptions from the terms of the occupational contract (see [Exemptions](#)).

Forming a bargaining party

When creating a bargaining party, we recommend your party members have the authority, knowledge and experience to genuinely bargain about the issues and have the ability to work together productively. This means:

- › understanding:
 - the needs of the sector, industry or the workforce,
 - the obligation to bargain in good faith,
 - the need to make sure the people they represent are kept accurately informed of the direction taken in bargaining,
- › having the confidence of those you represent, and being trusted and supported by them,
- › having the authority to make decisions and having clear decision-making processes,
- › representing and being able to communicate with people involved in the different types of jobs and/or work areas covered by the bargaining,
- › representing Māori, and
- › everyone on the team knowing what their roles are (for example who will take the offers at the bargaining table, who will take notes, who will communicate to the people they represent and when).

You may need to provide training to your bargaining party team, and make sure they have enough time away from their usual jobs to bargain well.

Bargaining process agreement

A bargaining process agreement can help manage conduct in bargaining by setting out the parties' expectations of each other at different stages of the bargaining. It can also help fulfil parties' obligation to use their best endeavours to agree a process for conducting bargaining in an effective and efficient manner, including how they will address any disputes.

Bargaining process agreements can include:

- › who will be each party's representatives,
- › the size and make-up of bargaining party sides
- › the proposed frequency of meetings,
- › the venue for meetings and who will pay any costs,
- › communications between the parties and with other parties (such as the people they represent, and media),
- › the provision of information and any associated costs, and
- › how disagreements will be managed (for example, through mediation).

Bargaining methods

Traditional bargaining

Traditional bargaining is done face-to-face between groups of representatives at the 'table' with lead advocates on either side doing most of the talking.

In negotiations, bargaining parties:

- › come to the table with a list of claims (in other words proposals put forward by a bargaining party) and discuss each claim individually,
- › advocate for their position on the claim until an agreement is reached, which usually involves each side making a compromise, and
- › 'park' claims to address later if parties cannot reach an agreement. If this happens, bargaining moves to the next claim.

Bargaining is finished once overall agreement is reached on all claims and terms, even if the agreement is for no change. Reaching overall agreement can take many months, so it is important parties are prepared for long-term negotiations.

Other bargaining methods

Bargaining can be conducted in different ways to suit the needs of the parties involved. Here are some examples of different ways to conduct negotiations:

- › Bargaining could be done in a mixed mode: some face-to-face meetings but other meetings done online.
- › Small working groups could be set up to work on specific issues.
- › Different participants could be used in the process who have expertise in particular areas.
- › Parties could bring open issues to the table for discussion rather than claims.
- › Options could be generated rather than single solutions demanded.
- › Consensus could be aimed for rather than compromise.
- › Bargaining could be done using the expertise of all the people in the room working together rather than apart.
- › A facilitator could be used from the outset instead of waiting until a dispute arises and then requiring an independent third-party intervention.

Best practice bargaining

To give bargaining the best chance bargaining parties could:

- › get to know each other
- › share relevant information for effective solutions
- › focus on issues and their underlying interests, not personalities (this is referred to as interest-based bargaining)
- › focus on the present and future, not the past
- › recognise and understand the other party's interests as well as your own
- › develop options
- › evaluate the options against objective criteria, and
- › aim for consensus.

Support during bargaining

MBIE provides bargaining support services to assist parties through occupational bargaining. These include:

- › helping organisations to understand the requirements to become a bargaining party,
- › helping parties to understand the occupational bargaining process,
- › assisting with bargaining process agreements,
- › supporting parties through the bargaining process and to make sure bargaining is constructive and efficient, and
- › helping parties to understand the mandatory terms and requirements for an occupational contract.

To access bargaining support services, please email CapabilityandEarlyResolution@mbie.govt.nz with the name of your organisation and a brief description of the support you are seeking.

Disputes during bargaining

If parties require assistance at any stage of the bargaining process, they can access dispute resolution services including:

1. Mediation

Mediation is a free and confidential service where an independent person (mediator) gives impartial guidance and recommendations to parties in a dispute to help them reach agreement.

Mediation can be requested online through [Employment Mediation Services](#).

Alternatively, a private mediator can be used, but this may come at a cost to parties.

2. Facilitation of bargaining

If mediation has failed to resolve a dispute during bargaining, parties can apply for facilitation from the Employment Relations Authority. At facilitation, a member of the Authority helps parties during bargaining by acting as a facilitator.

For more information, see: [Workplace relations in the screen industry](#).

3. Determinations

Parties can apply at any time to the Employment Relations Authority for a determination, which is a legally binding decision on a dispute.

To apply, parties must fill out the [application for determination form](#) and send it to: screenworkers@era.govt.nz.

The Authority will follow a special process when making determinations that fix terms in collective contracts. This process is called final offer arbitration. The Authority can only fix terms after parties have made sufficient efforts to resolve the dispute through mediation and facilitation. If the Authority fixes the terms of an occupational contract, it moves straight to step 5 below.

To apply, parties must fill out the [application to fix disputed terms form](#) and send it to: screenworkers@era.govt.nz.

For more information see: [Resolving disputes in the screen industry](#) and [Workplace relations in the screen industry](#).

Adding bargaining parties

Organisations who weren't identified as a bargaining party during steps 1 or 2 can apply to the Authority during bargaining to be added as a bargaining party.

To apply, complete an [application to add bargaining party form](#) and send it to screenworkers@era.govt.nz.

The organisation applying must:

- › have members covered by the occupational contract, and
- › not have been identified during steps 1 or 2.

For the organisation to be added, the Authority must also be satisfied that:

- › allowing the organisation to be included will not undermine the bargaining process, and
- › a substantial number or distinct class of engagers or workers covered would not have their interests represented if the organisation is not added as a bargaining party.

When an organisation applies to be added as a bargaining party, the Authority may choose to give public notice of this and seek submissions. The Authority may also ask for information from the bargaining parties or any other person to assist in making its decision.

Removing bargaining parties

During bargaining, a bargaining party can also apply to the Authority to be removed from bargaining.

To apply, complete an [application to remove bargaining party form](#) and send it to screenworkers@era.govt.nz.

A bargaining party can only be removed if:

- › they ask to be removed, or
- › their registration has been cancelled, or
- › they were identified as a bargaining party as a result of providing false or misleading information to the Authority, or
- › the Authority is satisfied they no longer have any members to whom the occupational contract would apply.

If an organisation asks to be removed, the Authority cannot remove them if:

- › doing so would mean a substantial number or distinct class of workers or engagers wouldn't have their interests adequately represented in bargaining, or
- › the organisation has more members within coverage than all other organisations on the same side of bargaining.

Following removal of any bargaining party, bargaining ends if there is no longer at least one bargaining party representing workers or one bargaining party representing engagers.

Step 5: Assessing the draft occupational contract

Once bargaining parties have a draft occupational contract they wish to put forward for ratification, the Authority will assess whether it is suitable for ratification. This involves the Authority checking that all mandatory terms have been included, and that no prohibited terms have been included.

The party who initiated bargaining is responsible for sending the draft occupational contract to the Authority to be assessed.

The Authority will either approve or not approve the draft occupational contract as suitable for ratification. If the Authority does not approve, it will explain why. Bargaining parties can then revise and resubmit the draft occupational contract for approval. There is no limit on the number of times this can happen for each draft occupational contract.

Step 6: Ratification

Occupational contracts must be ratified. Ratification involves workers who will be covered by the occupational contract voting to decide if they are in favour of the contract. Ratification from engagers is not required.

An occupational contract is ratified if a majority of eligible workers who vote, vote in favour. A worker is eligible to vote if they have done work within coverage of the contract in the three years before the application for bargaining was publicly notified in step 2.

The ratification vote must be run by the worker organisation assigned this role by the Authority in step 2, and according to the process described in the Authority's decision. Before opening the ratification vote, the worker organisation must give public notice online. This notice must include the following details:

- › a statement that the Authority has approved the draft occupational contract to proceed to a ratification vote,
- › where a copy of the draft occupational contract can be obtained,
- › the ratification process as decided by the Authority in step 2, including:
 - who is eligible to vote,
 - the final date by which votes must be cast, and
 - how votes may be cast.

The earliest the voting period can begin is the day public notice is given. The voting period must be at least 14 days long.

If ratification fails, parties must return to bargaining and revise the draft occupational contract. If there are any changes to the draft occupational contract, it must be assessed by the Authority again (see step 5 above) before another ratification vote can be held. There is no limit to the number of ratification votes for each occupational contract.

Step 7: Publication

After being ratified, the occupational contract must be signed by bargaining parties and sent to MBIE at siwa@mbie.govt.nz. No changes can be made to the occupational contract at this stage without repeating step 5 (assessment by the Authority) and step 6 (ratification).

The worker organisation that ran the ratification vote is responsible for sending the occupational contract to MBIE. When doing so, the occupational contract must be accompanied by a statement describing the results of the ratification vote. The following details must be included:

- › the total number of votes cast,
- › how many votes were in favour, and
- › how many votes were opposed.

MBIE will then publish the occupational contract on [Workplace relationships in the screen industry](#) and give notice in the [New Zealand Gazette](#). The notice will include the date the occupational contract comes into force, which is six months after notification.

Step 8: Commencement

The occupational contract comes into force and applies to work done by that occupational group six months after it has been notified in the New Zealand Gazette. From this date, new individual contracts and enterprise contracts cannot contain terms that are less favourable to workers than those in the occupational contract.

Individual contracts made before MBIE publishes the occupational contract in step 7 have an additional 6 months before the occupational contract applies to them (that is 12 months total).

When an occupational contract comes into force, it is automatically deemed to be part of workers' existing individual contracts if they do work covered by the occupational contract. More favourable terms in occupational contracts automatically apply to individual contracts. This means individual contracts do not need to be changed.

Once the occupational contract is in force

Exemptions

In limited circumstances, terms can be included in an individual contract that are less favourable to the worker than those in an applicable occupational contract. This is referred to as an exemption from the occupational contract.

An exemption from an occupational contract is only allowed if all criteria below are met:

- › the exemption is only for work done on a particular production
- › it does not relate to pay rates in the occupational contract
- › complying with the term in the occupational contract that the exemption relates to would cause significant disruption to the production that could not have reasonably been foreseen (referred to as the “exemption threshold”), and
- › the worker concerned agrees to the less favourable term.

Before seeking the worker’s agreement to the less favourable term, the engager organisation must:

- › tell the worker that they can seek independent advice about the less favourable term
- › give them a reasonable opportunity to do so, and
- › consider any issues raised by the worker and respond to them in good faith.

There are two processes for exemptions: a standard process, and a process for immediately needed exemptions.

Standard process

Before including the less favourable term in a worker’s individual contract, the engager organisation must send a written request to the occupational contract’s signatory parties outlining:

- › the proposed less favourable term
- › the number of individual contracts that will contain the less favourable term
- › the term(s) of the occupational contract the engager is seeking an exemption from, and
- › how the exemption threshold has been met.

Signatory parties have 14 days to respond to the request in writing. If they do not respond, they are considered to have consented to the less favourable term. The days between 25 December and 2 January do not count towards the 14-day period for signatory parties to respond.

Process for immediately needed exemptions

If the exemption is needed immediately, it can be verbally agreed between workers and their engager organisation. However, the engager must amend the worker’s individual contracts and notify (in writing) all signatory parties to the occupational contract as soon as is reasonably practicable.

When informing signatory parties, the engager organisation must outline:

- › what the less favourable term is
- › the number of individual contracts that contain the less favourable term
- › the term(s) of the occupational contract that the less favourable term relates to
- › how the exemption threshold was met, and
- › why the less favourable term was immediately needed.

If a signatory party considers the engager organisation did not lawfully include less favourable terms in workers' individual contracts, they may apply to the Authority. The Authority could impose a financial penalty on engagers who do not comply with the rules for exemptions.

Varying the occupational contract

An occupational contract can be varied by the parties that signed it. For a variation to be possible, there must be at least one signatory that is a worker organisation, and one signatory that is an engager organisation.

While negotiating a variation to an occupational contract, the rules relating to occupational bargaining, such as bargaining in good faith, apply.

Parties must use this process when varying an occupational contract:

- › the variation must be done according to the term in the occupational contract that describes how it can be varied
- › when bargaining for the variation is complete, the variation must be assessed by the Authority (see step 5 above)
- › the variation must be ratified by workers covered (see step 6 above), and
- › the variation must be delivered to MBIE for publication (see step 7 above).

A variation to an occupational contract comes into force according to the same rules set out in step 8 above.

Adding signatory parties

Signatory parties can be added to an occupational contract after bargaining, when the occupational contract is in force, but only in the circumstances set out below. This allows for exemption and variation processes to happen even if the original signatory parties are no longer registered.

A worker organisation can apply to be added as a signatory party if all the worker organisations that were signatory parties are deregistered. Similarly, an engager organisation can apply to be added as a signatory party if all the engager organisations that were signatory parties are deregistered.

To apply to be added as a signatory party, fill out the [application to add signatory party form](#) and send it to screenworkers@era.govt.nz.



Te Kāwanatanga o Aotearoa
New Zealand Government