



The Western Australian Industrial Relations Commission

COVID-19 Special Procedures Note –

Update 7 February 2021

Conciliation conferences and hearings

1. In view of the easing of COVID-19 restrictions announced by the Premier on Thursday, 4 February 2021, subject to any directions by a Commissioner, hearings and conciliation conferences will proceed in hearing rooms and conference rooms from 8 February 2021. Subject to any directions by a Commissioner, hearings and conferences will be conducted in accordance with COVID-19 social distancing arrangements issued by the Government. This applies to existing matters as well as future matters before the Commission. If you have a current matter before the Commission, you will be advised of any change to your listing as soon as practicable.
2. This will also apply to all conferences and hearings before the Occupational Health and Safety Tribunal, the Road Freight Transport Industry Tribunal and mediation conferences under the *Employment Dispute Resolution Act 2008* (WA).
3. In accordance with Government health requirements, all persons attending the Commission premises are required to wear face masks.

Full Bench and Commission in Court Session proceedings

4. In accordance with the above, subject to any directions by the Presiding Commissioner, all proceedings before the Full Bench and the Commission in Court Session will be heard in hearing rooms from 8 February 2021.

Registry operations

5. Registry operations on level 17 will also be returning to normal services from 8 February 2021. This means that public access will now be available, and documents will be received in person for filing.

Signing of documents, declarations, and affidavits

6. Procedures for the signing of documents, and the making of declarations and affidavits under the *Industrial Relations Commission Regulations 2005* will return to normal on 8 February 2021.

Personal service of a summons

7. Procedures for the personal service of a summons under the *Industrial Relations Commission Regulations 2005* will return to normal on 8 February 2021.



S J KENNER

Senior Commissioner

7 February 2021