

THE PROPOSED NEW SEPHORA AGREEMENT 2024

Since the SDA brought Sephora back to the bargaining table following the initial ballot, we have secured significant improvements to your proposed agreement, including:

- An additional wage increase for all workers
- A further increase for Non Managers for hours outside the Span of Hours
- Introduction of 25% evening penalty rate
- Significant improvements to rostering protections
- Lower threshold for salaried managers to get additional pay
- Maximum number of shifts per fortnight
- Higher duties allowance
- Improvements to superannuation
- Extra 10 minute paid rest break
- Improvements to notice of termination

The SDA can only secure improvements when workers stand together with the SDA. If you are not a member, join the SDA here: join.sda.au

This document contains a summary of key terms of the proposal and how it aligns with the General Retail Industry Award 2020.

When does the Proposed Agreement come into effect?

YES VOTE:

If a majority of workers vote "Yes" to the proposed Agreement, Sephora will have 14 days to submit their application for the proposed Agreement to the Fair Work Commission (FWC). The FWC will then need to decide whether to approve the proposed Agreement.

If the proposed Agreement is approved, the Agreement will take effect within 7 days of the decision.

The nominal expiry is 4 years after the new Agreement is approved by the FWC.

For example, if the FWC approved the proposed Agreement on 1 November 2024, its nominal expiry date would be 1 November 2028. After this date, bargaining for a new agreement would recommence.

NO VOTE:

If a majority of workers vote "No", the proposed Agreement will not take effect. Bargaining with Sephora will continue until there is another Agreement that can be put to workers for endorsement.

If there is a "No Vote", the SDA will file an application to terminate your current expired Agreement, so you enjoy the benefits of higher penalty rates and other conditions of the Award while bargaining continues.

VOTING

Voting will take place on **Tuesday 1 October between 9am and 4pm** (AEST). Voting is voluntary and done by text through your mobile phone number. Voting is confidential and is conducted by an independent third party, so Sephora will not know how you voted.

WAGES

See the last page for your proposed rates of pay.

Pay Rises

The minimum rates of pay and salaries will increase on 1 July each year by the % increase detailed in the Agreement as follows:

Date	Increase in Minimum Rates
1 July 2025	4%
1 July 2026	3.5%
1 July 2027	3.25%
1 July 2028	No wage increase

Sephora does not have to increase your Minimum Rates of Pay after 1 July 2028 under the proposed Agreement. Depending on when the proposed Agreement is approved and when negotiations for a replacement agreement commence following its nominal expiry, in the SDA's view there is unlikely to be a pay rise after 1 July 2027 until 2029.

Penalty Rates

Part-time and full-time employees

Time of ordinary hours worked	% on minimum hourly rate of pay
Saturday Work	125%
Sunday Work	150%
Work after 6pm	125%
Public Holiday Work	225%

Casual employees

Time of ordinary hours worked	% on minimum casual hourly rate of pay (including casual loading)
Saturday Work	150%
Sunday Work	175%
Work after 6pm	No higher rates
Public Holiday Work	250%

No Junior Rates of Pay

All employees will be paid the full adult rate of pay, regardless of their age. This is significantly better than the Award.

Span of Hours

The daily Span of Hours for Non Managers shall be:

Monday to Friday	7.00am to 9.00pm
Saturday	7.00am to 6.00pm
Sunday	9.00am to 6.00pm

The daily Span of Hours for Managers will be 7.00am to 10.00pm Monday to Sunday.

Under the proposed Agreement you are not entitled to Overtime for work outside of the span of hours, however you are entitled to the following higher rates of pay:

- » \$39.36 per hour for the classifications of Beauty Advisor, Inventory Employee and Artist; and
- » \$39.96 per hour for the classifications of Artist (Specialist), Senior Artist, Senior Advisor and Senior Inventory Employee.

These higher rates of pay will not increase during the life of the Agreement.

Additional Pay for Salaried Managers

Under the proposed Agreement, managers will be compensated for Additional Hours and any Sunday and Public Holiday work as follows:

- i. Time off in lieu or payment of 150% of the relevant Minimum Hourly Rate for work in excess of 80 hours a fortnight;
- ii. \$125 per shift for work performed on a Sunday;
- iii. \$125 per shift for work performed on a Public Holiday plus a day off in lieu.

The additional pay does not apply to managers paid above \$90,000.

Sephora Captains Allowance

Permanent non-manager employees will be paid a \$0.85 per hour allowance for taking on additional duties such as:

- a. data collection;
- b. installation and maintenance of visual merchandising;
- c. stocktake; and
- d. the conduct educational briefings and specialist training associated with any promotion or brand.

Overtime

Under the Award, you would be entitled to overtime rates between 150% and 250%, including for work outside of the span of hours. These overtime rates do not apply in the same way under the proposed Agreement. In the SDA’s view, the overtime provisions in the proposed Agreement are significantly worse than the Award.

Parental Leave

Sephora provides for paid parental leave as follows:

Full Years of Continuous Service	Paid Parental Leave
1 year	6 weeks
2 years	10 weeks
3 years	14 weeks
4 years	18 weeks
5 years	22 weeks
6 years	26 weeks

Further, all full-time and part-time employees who have completed at least 12 months of Continuous Service at the time of birth or the adoption of a child will be eligible for 2 weeks of secondary carers leave to support the birth or adoption of their child.

Uniform Allowance

Sephora will pay a uniform allowance of \$2.00 per shift to employees who wear a uniform. Under the Award, you would be entitled to \$1.25 per shift (or \$6.25 per week for full time employee).

SUPERANNUATION

The Superannuation Guarantee employer contribution is 11.5% of a team member’s ordinary time earnings. In line with legislation this will increase to 12% on 1 July 2025.

Sephora to pay additional superannuation on Parental Leave

Under the proposal, Sephora will pay permanent team members superannuation on all paid parental leave.

CLASSIFICATIONS

Classifications will be aligned to reflect current tasks and duties. The classification structure has been aligned with the Sephora proposed corresponding classification in the GRIA.

The Proposed agreement provides for the following classifications:

Classification	Sephora’s proposed GRIA Classification
Beauty Advisor, Inventory Employee, Artist	Retail Employee Level 1 and 2
Artist (Specialist), Senior Artist, Senior Inventory Employee, Senior Advisor	Retail Employee Level 3
Assistant Manager	Retail Employee Level 6
Store Manager	Retail Employee Level 8

The SDA does not agree with Sephora’s proposed Award classification alignment for all job positions, particularly Inventory Employees and Artist (Specialists).

Higher Duties

Where an employee performs work at a higher classification they are entitled to:

- a. The rate of pay for the higher classification for the full shift if they perform higher duty work for more than 2 hours.
- b. The rate of pay for the higher classification for the actual time spent performing higher duties if they perform higher duty work for less than 2 hours.

ROSTERING & MORE HOURS

Minimum Shift Engagement

The minimum engagement per shift in the proposed Agreement is 4 hours, which is more than the Award (3 hours).

Increase to part-time minimum contract hours

The proposal increases minimum part-time hours to 7.6 hours per week.

Rostering: part-time employees

Under the Agreement, a part-time employee is a person who has reached agreement with Sephora on their Minimum Fortnightly Agreed Hours (the Agreed Hours). Sephora cannot reduced your Agreed Hours without your consent.

The minimum engagement for a part time employee is 7.6 hours per week.

However, Sephora can change your roster (i.e. when you work your Agreed Hours) at their discretion.

Under the Award, at the time of engaging a part-time employee, the employer must agree in writing with the employee on a regular pattern of work that must include all of the following:

- a. the number of hours to be worked on each particular day of the week (the guaranteed hours); and
- b. the times at which the employee will start and finish work each particular day; and
- c. when meal breaks may be taken and their duration.

Under the Award, an employer is unable to change a part-time employee's guaranteed hours without their consent.

In the SDA's view, the part time rostering provisions in the proposed Agreement are significantly worse than the Award.

Improved Rostering Conditions

The SDA has secured significant improvements to your rostering provisions as they apply to full-time, part-time, and casual team members and clarifying rostering provisions.

MEAL & REST BREAKS

- » An employee can choose to combine any single paid break with an unpaid break to create an extended break. These arrangements must be confirmed by the Employee in writing, email or text and may (if agreed) operate beyond a single shift.
- » Meal breaks will be 30 minutes (or 60 minutes by agreement).
- » Team members will not be entitled to a second meal break where a team member works 10 hours or more, which is an entitlement under the Award.
- » The timing and duration of meal breaks will be agreed with the manager on your shift.

DELEGATE RIGHTS

In line with changes to the Award, a new Delegates clause has been inserted including new rights for SDA Delegates including the ability to:

- » Discuss work-related matters with a team member and provide information about the workplace to them, including Union membership.
- » Represent and provide advice to employees.
- » Attend paid Delegate training.

Security Checks of Bags, Parcels, and/or Lockers

Sephora may conduct random bag and/or locker inspections at any time. You will be required to participate and fully co-operate and present your bag/locker or personal effects for inspection upon request of management.

QUESTIONS?

If you have any questions about the proposal, please speak to your SDA Delegate or Organiser, or contact the SDA via www.sda.au/contact/

PROPOSED FULL-TIME AND PART-TIME MINIMUM RATES OF PAY AS COMPARED TO THE RETAIL AWARD

Job Title	Award Level	Work Period	Proposed Sephora Rate	Award Rate	Award Rate with Annual Leave Loading	% Premium Above the Award*
Advisor	1	Ordinary 7am-6pm	\$2700	\$25.65	\$26.00	3.86%
Inventory Employee	1	Ordinary 7am-6pm	\$2700	\$25.65	\$26.00	3.86%
Artist	1	Ordinary 7am-6pm	\$2750	\$25.65	\$26.00	5.79%
Advisor	2	Ordinary 7am-6pm	\$2700	\$26.24	\$26.59	1.54%
Inventory Employee	2	Ordinary 7am-6pm	\$2700	\$26.24	\$26.59	1.54%
Artist	2	Ordinary 7am-6pm	\$2750	\$26.24	\$26.59	3.42%
Senior Advisor	3	Ordinary 7am-6pm	\$31.00	\$26.64	\$27.00	14.81%
Artist (Specialist)	3	Ordinary 7am-6pm	\$28.50	\$26.64	\$27.00	5.55%
Senior Artist	3	Ordinary 7am-6pm	\$29.50	\$26.64	\$27.00	9.25%
Senior Inventory Employee	3	Ordinary 7am-6pm	\$31.00	\$26.64	\$27.00	14.81%
Advisor	1	Evening 6pm-9pm	\$33.75	\$32.06	\$32.49	3.87%
Inventory Employee	1	Evening 6pm-9pm	\$33.75	\$32.06	\$32.49	3.87%
Artist	1	Evening 6pm-9pm	\$34.38	\$32.06	\$32.49	5.80%
Advisor	2	Evening 6pm-9pm	\$33.75	\$32.80	\$33.24	1.54%
Inventory Employee	2	Evening 6pm-9pm	\$33.75	\$32.80	\$33.24	1.54%
Artist	2	Evening 6pm-9pm	\$34.38	\$32.80	\$33.24	3.42%
Senior Advisor	3	Evening 6pm-9pm	\$38.75	\$33.30	\$33.75	14.81%
Artist (Specialist)	3	Evening 6pm-9pm	\$35.63	\$33.30	\$33.75	5.55%
Senior Artist	3	Evening 6pm-9pm	\$36.88	\$33.30	\$33.75	9.25%
Senior Inventory Employee	3	Evening 6pm-9pm	\$38.75	\$33.30	\$33.75	14.81%
Advisor	1	Saturday 7am-6pm	\$33.75	\$32.06		
Inventory Employee	1	Saturday 7am-6pm	\$33.75	\$32.06		
Artist	1	Saturday 7am-6pm	\$34.38	\$32.06		
Advisor	2	Saturday 7am-6pm	\$33.75	\$32.80	\$33.24	1.54%
Inventory Employee	2	Saturday 7am-6pm	\$33.75	\$32.80	\$33.24	1.54%
Artist	2	Saturday 7am-6pm	\$34.38	\$32.80	\$33.24	3.42%
Senior Advisor	3	Saturday 7am-6pm	\$38.75	\$33.30	\$33.75	14.81%
Artist (Specialist)	3	Saturday 7am-6pm	\$35.63	\$33.30	\$33.75	5.55%
Senior Artist	3	Saturday 7am-6pm	\$36.88	\$33.30	\$33.75	9.25%
Senior Inventory Employee	3	Saturday 7am-6pm	\$38.75	\$33.30	\$33.75	14.81%
Advisor	1	Sunday 9am-6pm	\$40.50	\$38.48	\$39.00	3.85%
Inventory Employee	1	Sunday 9am-6pm	\$40.50	\$38.48	\$39.00	3.85%
Artist	1	Sunday 9am-6pm	\$41.25	\$38.48	\$39.00	5.77%
Advisor	2	Sunday 9am-6pm	\$40.50	\$39.36	\$39.89	1.52%
Inventory Employee	2	Sunday 9am-6pm	\$40.50	\$39.36	\$39.89	1.52%
Artist	2	Sunday 9am-6pm	\$41.25	\$39.36	\$39.89	3.40%
Senior Advisor	3	Sunday 9am-6pm	\$46.50	\$39.96	\$40.50	14.81%
Artist (Specialist)	3	Sunday 9am-6pm	\$42.75	\$39.96	\$40.50	5.55%
Senior Artist	3	Sunday 9am-6pm	\$44.25	\$39.96	\$40.50	9.25%
Senior Inventory Employee	3	Sunday 9am-6pm	\$46.50	\$39.96	\$40.50	14.81%

*When incorporating Annual Leave Loading

PROPOSED FULL-TIME AND PART-TIME OVERTIME RATES OF PAY AS COMPARED TO THE RETAIL AWARD

Job Title	Award Level	Work Period	Proposed Sephora Rate	Award Overtime (< 3 hours worked)	Award Overtime (> 3 hours worked)	% Premium Above (< 3 hours)	% Premium Above (> 3 hours)
Advisor	1	Outside Span 9pm-7am	\$39.36	\$38.48	\$51.30	2.29%	-23.27%
Inventory Employee	1	Outside Span 9pm-7am	\$39.36	\$38.48	\$51.30	2.29%	-23.27%
Artist	1	Outside Span 9pm-7am	\$39.36	\$38.48	\$51.30	2.29%	-23.27%
Advisor	2	Outside Span 9pm-7am	\$39.36	\$39.36	\$52.48	0.00%	-25.00%
Inventory Employee	2	Outside Span 9pm-7am	\$39.36	\$39.36	\$52.48	0.00%	-25.00%
Artist	2	Outside Span 9pm-7am	\$39.36	\$39.36	\$52.48	0.00%	-25.00%
Senior Advisor	3	Outside Span 9pm-7am	\$39.96	\$39.96	\$53.29	0.00%	-25.01%
Artist (Specialist)	3	Outside Span 9pm-7am	\$39.96	\$39.96	\$53.29	0.00%	-25.01%
Senior Artist	3	Outside Span 9pm-7am	\$39.96	\$39.96	\$53.29	0.00%	-25.01%
Senior Inventory Employee	3	Outside Span 9pm-7am	\$39.96	\$39.96	\$53.29	0.00%	-25.01%

*When incorporating Annual Leave Loading