

Dunnes Newsletter Update: Banded Hours

What are Banded Hours & How to Apply?

All workers who are not covered by a collective agreement governing “Banded Hours”, which includes Dunnes workers, are entitled to lodge a claim for secure hours if they have more than 12 months of service.

Banded Hours Legislation provides greater security over your working hours and income by ensuring that your hours cannot be reduced below the minimum in your designated band.

How Banded Hours Contracts Work:

- If your current contract does not accurately reflect the number of hours you typically work each week, you are entitled to request a **banded hours contract that better matches your actual working hours**.
- Your appropriate band is determined by **averaging the number of hours you worked each week over the past 12 months**, excluding periods of leave such as annual leave, sick leave, or any other protected leave (e.g., maternity leave).
- For example, if you worked an average of 28 hours per week over the past 12 months, excluding 8 weeks of leave (4 weeks of annual leave, 2 weeks of sick leave, and 2 weeks of paternity leave), you would have worked a total of 1,232 hours across 44 weeks. **To determine your appropriate band, the employer must divide the total hours worked (1,232) by the number of weeks worked (44)**, which gives you an average of 28 hours per week. Based on this average, you would be entitled to the 26-31 hours band.
- An employee who wishes to be placed in a band of weekly working hours must make a **written request** to their employer.

The following are the Weekly Bands in the Legislation. (Note: There is nothing to prevent you from working above these hours if additional hours are available or offered.)

Band	From	To
A	3 hours	6 hours
B	6 hours	11 hours
C	11 hours	16 hours
D	16 hours	21 hours
E	21 hours	26 hours
F	26 hours	31 hours
G	31 hours	36 hours
H	36 hours and over	

Implementation

- Once a request letter is submitted to the store manager, **the company has a maximum of 4 weeks to place the employee into a band**, in accordance with the legislation.
- An employee who is placed in a band of weekly working hours must be given at least the minimum hours outlined in their band. For example, if your band is 31 to 36 hours, the employer should not reduce your hours below 31.

- Refusals may be granted under certain circumstances; however, **if your request is refused, please contact Mandate Trade Union for assistance.**

Compliance

- An employer must not penalise or threaten to penalise an employee for lodging a banded hours request. This includes changes in hours, demotion, transfer of duties, change of location, reduction in wages, etc.
- **If the employer does not comply with the request within the 4-week timeframe** or has not demonstrated adequate grounds for refusal, contact Mandate Trade Union for assistance.

Why and How to Apply for a Banded Hours Contract through the Union:

Applying for a banded hours contract through Mandate Trade Union offers our Members the support and guidance they need to secure your working hours and ensure fair treatment.

Why Apply?

- **Job Security:** A banded hours contract guarantees that your hours cannot be reduced below the minimum level of your band, providing you with more predictable working hours.
- **Financial Stability:** With a guaranteed minimum number of hours, you can better plan your finances and ensure a steady income.
- **Fairness:** Banded hours ensure that the hours you work are recognised and formalised in your contract, giving you the security you deserve.

How the Union Can Help:

1. **We Handle the Application:** Simply fill in the online form below and Mandate Trade Union will take care of the rest. We will prepare and submit the formal written request to your employer on your behalf, ensuring that all the necessary information is included.
2. **Ongoing Support:** If there are any delays or if your request is refused, the Union will assist you, to ensure your rights are protected. We will follow up with your employer, if necessary, and take further action to ensure compliance with the legislation.
3. **Peace of Mind:** By going through the Union, you can be confident that the process is being handled by experienced professionals who are committed to securing the best outcome for you. We will keep you informed at every stage and provide advice and support whenever needed.

Application for Banded Hours:

If you wish make a banded hours contract request through the Union and you have more than 12 months service please click this link: <https://dunnesworkers.com/application-for-banded-hours/>

- Once you have submitted your application Mandate Trade Union will contact you to start the process for your Banded Hours Contract request. Requests will only be submitted for Mandate Members.

If you have any questions about the above, please contact your local union office, click here (Insert link <https://mandate.ie/about/divisions/>) for contact details.

There is power in a Union, if you're not already a member you can
join today at www.joinmandate.ie