

## Your Super Salary

This fact sheet is for Defined Benefit members who work overtime, shifts or receive additional allowances as part of their pay. It explains how the various components of your pay affect your Super Salary.

### How is my Defined Benefit calculated?

Your Defined Benefit is generally calculated using a set formula:

**14.3%<sup>1</sup> or 10%<sup>2</sup>** (this depends on your employment category)

**x your Final Average Salary (FAS)**

**x your years of full-time service<sup>3</sup>**

**= your APSS Defined Benefit**

1. For permanent employees the rate is generally 14.3%, a lower accrual rate may apply during a probationary period when you were first employed, if any.
2. For casual or fixed-term employees, the current rate is 10%. This rate changes in line with the Government's Superannuation Guarantee rate, and is expected to continue increasing by 0.5% each financial year from 1 July 2022 until it reaches a maximum of 12% from 1 July 2025. Go to [ato.gov.au](http://ato.gov.au) and search for 'Super guarantee percentage' to find a table setting out the rate for each financial year. If you are a member of the Commonwealth Superannuation Scheme a 3% rate applies.
3. This starts on your first day of work and ends on your last day of work. Years of service are adjusted for part-time work and part years of service to reflect your equivalent full time years of service. However, your years of service stop increasing from the date you: reach age 65 (unless you are employed on at least a part-time basis), reach age 75 or opt out of being an APSS member (as applicable).

### How is my FAS calculated?

'FAS' is simply the average of your APSS Super Salaries on your last three birthdays. A minimum level of FAS of \$52,582 (from 1 July 2021 and indexed each year in line with Australia Post's general wage increases) may apply even if you earn less than this.

Australia Post and Associated Employers have adopted procedures so that, even if your salary decreases, your Superannuation Salary and FAS will generally not decrease.

### How is my Super Salary calculated?

Your Super Salary is generally your full-time equivalent (before-tax) salary as at your last birthday. It includes recognised allowances (explained on page 2). If you work part time, your full time equivalent salary is still used. The components of your salary (eg base salary, allowances, shift penalties etc.) that are included and excluded from Super Salary are determined by your employer and advised to the APSS. Not all allowances that form part of your pay will flow through to your Super Salary.

**Any salary sacrificing arrangements you may have do not affect your Super Salary.**

### Example: Super Salary and FAS

Sam, aged 44, is a permanent Australia Post employee who is a full time mail officer. His base salary as at his last birthday was **\$51,800**. He also received an allowance of **\$500** a year for first aid and has received total shift penalties of **\$4,200** for the year (he received shift penalties in 22 of his fortnightly pays during the year).

Sam also worked irregular overtime in the year and he earned \$2,000 in overtime pay.

Sam's **Super Salary** for this year is:  
**\$51,800 + \$500 + \$4,200 = \$56,500.** (Sam's overtime pay of \$2,000 is not included in the Super Salary).

On Sam's previous two birthdays, his Super Salary was \$53,500 and \$52,000.

Sam's current **FAS** is:  
**\$52,000 + \$53,500 + \$56,500**  
divided by 3 = **\$54,000.**

## Your Super Salary (continued)

### What components of my salary are included in Super Salary?

Salary Component	Description	Requirements / conditions	Included in Super Salary?
<b>Base Salary</b>	Your annual salary or full time equivalent salary on your birthday without any allowances.	For Award employees, this is your base salary as defined under your prevailing enterprise bargaining agreement (EBA). For all other employees this is your contract base salary.	
<b>Higher Duties</b>	An allowance payable to employees for performing the duties of a higher position.	Must have received higher duties continuously for over 12 months prior to your birthday or there is a likelihood that this will continue for at least 12 months in future. If you have performed higher duties at different levels, the lowest allowance will be used.	
<b>Shift Penalties</b>	Employees who work shifts usually receive shift penalties. The shift penalties applied depend on specific criteria determined by your employer including the times and days of the shifts worked.	You must have received a shift penalty for at least 20 out of 26 pay periods prior to your birthday if you are paid fortnightly or 40 out of 52 pay periods if you are paid weekly. If you have worked part-time for any of the periods in the calculation, the amount paid is converted to the full-time equivalent. The total amount of shift penalties paid is converted to an annual amount.	
<b>Base Salary Allowances</b>	This is usually paid for additional skills on top of your base salary.	These may be a one-off payment, such as a First Aid allowance.	
<b>Non-Base Salary Allowances</b>	These are allowances paid from time to time for special tasks.	Examples are linehaul, tonnage and divide and may be a one-off payment. Some exceptions apply, including proficiency allowances, allowances to tradesman for custody of stock, Postal Transport Officers and Postal Delivery Officer relieving allowance (other than on permanent relieving staff).	
<b>Overtime</b>	Hours worked in excess of full-time hours.	For employees who work overtime, your overtime pay isn't included in your Super Salary.	
<b>Leave loading</b>	An additional payment, generally providing 17.5% on top of the normal wage, to eligible employees while on approved annual leave.	Leave loading, if you're entitled to it, is not factored into your Super Salary.	
<b>Reimbursements</b>	Reimbursements provided by your employer for allowable expenses you incur in the course of your employment.	Examples include shoe, hosiery and travel expenses that you are entitled to be reimbursed for.	
<b>Other allowances</b>	If you are unsure about whether a specific allowance you receive is included or excluded from Super Salary, please contact Australia Post on <b>1300 363 772</b> .		

**Need more information? Please visit [apss.com.au](https://apss.com.au) or call SuperPhone on 1300 360 373.**

The information in this fact sheet is based on the current Super Salary arrangements of Australia Post and Associated Employers and may be altered in future.

This fact sheet contains general information about the Australia Post Superannuation Scheme (APSS). It is not financial product advice, and should not be relied upon as such. Before making any decisions concerning your superannuation, you should obtain independent financial advice that takes into account your particular circumstances.

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