

# Information note: regulated worker minimum standards cases

### Submissions regarding regulated worker minimum standards cases

The following administrative arrangements have been established for submissions regarding applications for minimum standards orders.

#### Case numbers

The case number allocated to each application should be included in all communications.

### Sending documents

The preferred method for sending documents to us (submissions, correspondence, etc) is by email to: rws@fwc.gov.au.

Alternatively, hardcopy documents may be sent to the Fair Work Commission by post. Addresses are available from the <u>Contact us</u> page on our website.

Documents should be addressed to the Regulated Worker Standards team.

#### Format of documents

The preferred formats for documents are Word, RTF or Excel. PDF documents created from Word, RTF or Excel are also acceptable (provided they are created with text searching activated).

Documents should not be password protected.

## Webpages for regulated worker minimum standards cases

Individual webpages are created for each application. These pages will provide links to submissions and other material relevant to the application.

The pages are accessible from the <u>Regulated worker minimum standards cases</u> page on our website.

If you wish to be notified of the details of any applications, you can <u>subscribe</u> to the regulated worker updates.

You can unsubscribe at any time.