

5 August 2021

Shez Ford
Executive General Manager Advice Insurance
Commonwealth Bank of Australia

By email: shez.ford@cba.com.au

Dear Shez,

Re: Sale of Commonwealth Financial Planning business to AIA

I write on behalf of FSU members who are affected by the partial sale of the Commonwealth Financial Planning (CFP) business to AIA Financial Services Limited (AIA).

Our members have concerns and questions about this sale process and the impact it will have on them and their employment. We would appreciate it you could respond to the following questions.

'Letter of offer'

The letter titled 'Transfer of Employment' is also referred to by CBA as being a 'letter of offer' from AIA. The letter however is on CBA letterhead and said to be sent 'on behalf' of AIA.

The FSU does not believe that the letter validly constitutes a letter of offer of employment by AIA due to the letter:

1. having been sent by CBA as the current employer on behalf of the proposed new employer;
2. purporting to 'vary' the terms of the current employment in a generic way; and
3. not containing detail that is specific to individual employees such as remuneration; hours of work; location of work, for example.

The letter also contains terms that are objectionable such as that an acceptance of the offer means that the employee will be taken to have resigned from their employment, instead of it being the case that their employment will be terminated by reason of the sale.

Could you confirm that letters of offer will be issued directly by AIA to affected employees that are tailored to their individual circumstances and will contain details such as:

1. Position title and job description;
2. Remuneration;
3. Hours and location of work.

Could you please confirm when these letter of offer will be provided, and the duration of the period for consideration once they are received.

Position Descriptions

Members have advised that they have not yet been provided position descriptions for the roles at AIA. Position descriptions are essential to enable to our members to properly consider the offer from AIA.

1. When will these position descriptions be provided?
2. If there is a delay in providing position descriptions, can you please confirm that the period for staff to consider the offer will be extended.

Employment Arrangements

We understand that members impacted by this proposal are employed under a range of employment instruments.

1. What assessment has been made to ensure that the conditions they will be employed under at AIA are no less favourable than at CFP?
2. How has this assessment been undertaken?
3. How will the result of that assessment be communicated to each impacted staff member?

We would appreciate your urgent attention to this letter and your response by no later than 5pm on Tuesday 10 August 2021.

Yours sincerely,

Nicole McPherson
Vic/Tas Local Executive Secretary
Finance Sector Union of Australia