



# Workplace giving for employees

## Supporting the community

Workplace giving is a simple way for you to regularly donate to your favourite community organisation through automated payroll deductions. Your donation will be deducted from each pay before tax is calculated, and the donation will be sent directly to the community organisation from your payroll system.

This payroll deduction scheme is available to Xstrata's Queensland employees.



# Workplace giving for employees

Workplace giving is a simple and effective way for you to regularly donate to a community organisation with deductible gift recipient status (DGR)\* through automated payroll deductions. You pledge a nominated amount to a community organisation and that amount is sent directly to them each pay.

## What's in it for you?

By contributing to a workplace giving pre-tax program, you receive the benefits of an immediate tax deduction from your monthly salary. You are also assured that your donation is received free of cost by the community organisation. Ultimately, this means that less money is spent on fundraising and more can be used for the actual cause.

Workplace giving does not require a lot of time or effort from you. You just select which of the 10 Xstrata workplace giving recipients you want to support. Once a contribution is set up, you can choose the level of involvement, if any, you would like to have with your chosen organisation. It is particularly handy for people who would like to contribute to the community but do not wish, or are unable, to take a more active role.

## How does workplace giving help community organisations?

Financial assistance is vital to the ongoing work of charitable and other community organisations. Workplace giving funding enables community organisations to better plan activities, goals and budgets based on a regular flow of income.

This means greater community outcomes can be achieved. A workplace giving program makes it easier for organisations to receive regular, stable and on-going funding at much lower administrative costs – a preferable alternative to expensive fundraising activities.

If just 10 percent of the Australian Workforce donated \$5 a week from their pay through workplace giving, an extra \$250 million per year would be raised for our communities.\*

\* Based on ABS Australian labour market statistics.

## What happens at tax time?

Xstrata will keep a record of your donations across the year and the total donation amount will appear on your group certificate. A separate statement of your donation/s is available on request from Payroll.

In a pre-tax workplace giving system, you will have already received the tax benefit throughout the year for your donation. Therefore, you only need to record the amount on your tax return, rather than keeping receipts and claiming for that amount.

It's an easy way to give!

## Want to know more?

To find out more about Xstrata's Workplace Giving Program please contact Payroll on 07 4744 8974 or email [cupayrollisa@xstrata.com.au](mailto:cupayrollisa@xstrata.com.au).

## Workplace Giving for Employees

The Workplace Giving Program is an extension of the community support Xstrata provides through the Xstrata Community Partnership Program North Queensland, the Xstrata Community Partnership Program Queensland, and other Corporate Social Involvement initiatives, including annual donations and sponsorships in the communities in which Xstrata operates.

Importantly, you are able to donate to one or as many of these organisations as you wish.

Xstrata is committed to supporting the community through the following organisations:

- **Australian Red Cross:** Money donated to the Red Cross will assist them in providing over 60 community services throughout Australia ranging from blood supplies and disaster relief to first aid and refugee services. Overseas the Red Cross is involved in many development and emergency relief programs.

- **Blue Care Nursing** (Mount Isa and Cloncurry): Money donated to Blue Care Nursing will go towards programs for people who are frail, aged, suffer dementia, are at risk, have a disability, and specific programs for infants and school aged children.
- **Laura Johnson Home** (Mount Isa Garden Settlement): Laura Johnson Home – Society for the Mount Isa Memorial Garden Settlement for the Aged provides accommodation and care services to the aged and the infirm, and money donated will support these services.
- **Leukaemia Foundation:** The Leukaemia Foundation is dedicated to helping people with leukaemia, lymphoma, myeloma, aplastic anaemia and blood related disorders.
- **Mount Isa Catholic Parish:** Money donated to the Mount Isa Catholic Parish will go towards community development programs.
- **National Heart Foundation:** The National Heart Foundation is Australia's leading heart health charity. Money donated to the National Heart Foundation will help them save lives through heart health research, community education programs and services to patients.
- **North Queensland Community Helicopter Rescue:** "When minutes matter" – money donated to the community rescue helicopter will help it continue to service the people of north west Queensland.
- **Royal Children's Hospital Foundation (RCHF) Queensland:** Money donated will help the RCHF support sick children across the State. RCHF helps fund Brisbane's Royal Children's Hospital, which is the leading paediatric critical care facility in Queensland.
- **The Salvation Army:** Money donated to the Salvation Army will be used to provide caring, social, community and rehabilitation services to more than one million Australians each year, as well as emergency and disaster relief.
- **The Townsville Hospital Foundation:** Money donated to the Townsville Hospital Foundation will be used for medical research and to improve technology and patient facilities at the Townsville Hospital.

For application form see next page.

# Workplace giving application form

To join the Xstrata Workplace Giving Program, please complete this form and send it to Payroll via internal mail (Shared Services Building, Mount Isa) or email [cupayrollisa@xstrata.com.au](mailto:cupayrollisa@xstrata.com.au).

## 1 Personal Details

First name:

Surname:

Payroll number:

Telephone:

Email:

## 2 Chosen organisation Please indicate which organisations you would like to support

<input type="checkbox"/> Australian Red Cross	Amount per pay	\$
<input type="checkbox"/> Blue Care Nursing (Mount Isa)	Amount per pay	\$
<input type="checkbox"/> Blue Care Nursing (Cloncurry)	Amount per pay	\$
<input type="checkbox"/> Laura Johnson Home (Mount Isa)	Amount per pay	\$
<input type="checkbox"/> Leukaemia Foundation	Amount per pay	\$
<input type="checkbox"/> Mount Isa Catholic Parish	Amount per pay	\$
<input type="checkbox"/> National Heart Foundation	Amount per pay	\$
<input type="checkbox"/> North Queensland Helicopter Rescue	Amount per pay	\$
<input type="checkbox"/> Royal Children's Hospital Foundation	Amount per pay	\$
<input type="checkbox"/> The Salvation Army	Amount per pay	\$
<input type="checkbox"/> The Townsville Hospital Foundation	Amount per pay	\$
<b>Total of all donations per pay</b>		<b>\$</b>

Minimum donation \$2 for tax deductibility

## 3 Start of support Please indicate when you would like to start supporting your chosen organisation(s)

- I would like my donation(s) to begin at the next available pay period.
- I would like my donation(s) to begin from this date: Date / /

## 4 Authorisation

- I understand that the above deductions will be made from my pre-tax pay and forwarded to my nominated organisation/s. My employer will keep a record of my donations and the total donation amount will appear on my Group Certificate, which I can then record on my tax return.

Signature:

Date / /

## Thank you for participating in workplace giving

If you would like to change your donation at any time, please contact Payroll on 07 4744 8974 or email [cupayrollisa@xstrata.com.au](mailto:cupayrollisa@xstrata.com.au).

If you have any questions regarding the Xstrata Workplace Giving Program, please contact your Human Resources representative or the Community Relations department on 07 4744 2210.

