



A-Z OF EMPLOYING

ANZAC Day

Our guide for Employers and Managers

**SUPPORTING,
FACILITATING &
REPRESENTING
BUSINESS**

Business**Central** 

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This is only a guide. It should not be a substitute for professional advice.

Please seek advice from our AdviceLine Team if you require specific assistance.

ANZAC Day commemorates the role of New Zealand servicemen and servicewomen in both World Wars and other wars, and in particular those who have given their lives in defence of New Zealand, the British Empire or the Commonwealth of Nations. It is commemorated on 25 April each year, and will transfer to the following Monday where it falls on a Saturday or Sunday. Traditionally ANZAC Day was provided for by the ANZAC Day Act 1966, but this was substantially repealed by the Holidays Act 2003 which included ANZAC Day with the other public holidays.

Refer to the **A-Z Guide on Public Holidays** for that information.

Restrictions on Trading

Under The Shop Trading Hours Act 1990, certain shops are unable to trade on ANZAC Day morning (up until 1pm). This limits the ability to trade, but does not restrict employees from working. Where you are unable to trade on the first half of ANZAC Day, there are several options that can be considered with regard to employees:

- ▶ The outlet closes for the day.
- ▶ Employees are required to perform duties other than those associated with direct retail trade for that morning. Stocktaking, sorting, assembling and cleaning duties could be scheduled for this time.
- ▶ The outlet opens at 1pm, with staff working a shorter day.

Consider the possible effects of these options where ANZAC Day falls on a Saturday or Sunday, as below.

Refer to the **A-Z Guide on Shop Trading Restrictions** for further information on that Act.

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Transfer of ANZAC Day

The Holidays Act 2003 provides that if ANZAC Day falls on a Saturday or Sunday and that day would **not** otherwise be a working day for an employee, the public holiday must be treated as falling on the following Monday for that employee.

If the Saturday is an otherwise working day, the public holiday will be observed on the Saturday and will not transfer to Monday.

Or if Anzac Day falls on a Sunday and the Sunday is an otherwise working day, then the public holiday will be observed on the Sunday and will not transfer to Monday.

An employee will not be entitled to more than one public holiday for ANZAC Day.

Shop trading restrictions will still apply on 25 April only.

You can contact one of our employer advisors for telephone advice and assistance: **0800 800 362** if calling in New Zealand or email the Business Central AdviceLine at advice@businesscentral.org.nz

Remember:

- ▶ Always call AdviceLine to check you have the latest guide (refer to the publication date below).
- ▶ Never hesitate to ask AdviceLine for help in interpreting and applying this guide to your fact situation.
- ▶ Use our AdviceLine employment advisors as a sounding board to test your views.
- ▶ Get one of our consultants to draft an agreement template that's tailor-made for your business.
- ▶ Visit our website www.businesscentral.org.nz regularly.
- ▶ Attend our member briefings to keep up to date with all changes.
- ▶ Send your staff to Business Central Learning courses and conferences designed for those who manage employees.

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