



FLEXIBLE WORK ARRANGEMENTS (FWA) INCLUDING SERCAT 6

1 Member requires FWA

Flexible Work Arrangements (FWA), including SERCAT 6, can be utilised at any time after the completion of the member's initial employment training.

FWA do not affect the member's total hours worked each fortnight. They are arranged with the member's Chain of Command and may include working from home, another location, or irregular hours.

2 AE406 form

Long-term arrangements should be confirmed using form AE406, particularly if the member is seeking remote overseas work as this must be approved by Career Management - Army (CM-A).

3 Member requires reduction of working hours

SERCAT 6 is used if the member intends to reduce the number of hours they work in a fortnight on a regular recurring pattern.

This could be in response to family requirements, study commitments, or even work outside of Army.

The member should discuss this transfer with their Chain of Command and Career Manager, so they can understand the impact on their salary and entitlements, as well as any outstanding service obligations.

4 Application to be approved by CM-A

SERCAT 6 arrangements cannot start until they have been approved by CM-A. All new requests, extensions or amendments must be received at least 28 days before the member's start date.

This ensures all pay and entitlement changes are processed prior to transfer so the member does not incur an overpayment.