

# AWP Partner Remuneration Framework

## Update for Partners

November 2019

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# 1 Introduction

The purpose of this AWP remuneration update is to provide a revised remuneration rate structure for Partners working on AWP activities. The remuneration structure aims to ensure that AWP activities are implemented within value-for-money principles whilst accessing the best Australian expertise possible.

## 2 Principles for updating the AWP Remuneration Framework

Principles adopted for the updated AWP Remuneration Framework for Partners include:

- The AWP Remuneration Framework will use the [DFAT Aid Adviser Remuneration Framework \(ARF\)](#) as a guide;
- When DFAT updates its ARF rates, the AWP Remuneration Framework will be revisited and updated accordingly;
- The AWP Remuneration Framework variations from the ARF will be well justified;
- The AWP Remuneration Framework will be consistent across AWP Partners;
- The AWP Remuneration Framework will recognise the unique Australian water expertise and disciplines that are represented in AWP Partner teams;
- AWP will set one remuneration framework that covers all types of grants administered by AWP through DFAT-EWL Agreements (including Simple and Complex Grants);
- The AWP Remuneration Framework will be documented and communicated clearly to all AWP Partners;
- The AWP Remuneration Framework will clearly outline how rates are to be calculated; and
- The AWP Remuneration Framework will work within [Commonwealth Procurement Rules](#) value for money principles whilst ensuring that AWP can access the best expertise possible at a given time and for a specified activity.

AWP remuneration rates should also recognise that Partners participating in AWP activities are receiving other benefits such as the opportunity to:

- build relationships with international partners (country governments and other donors);
- showcase their capabilities to International Partners;
- build a track record of international experience for their organisation and staff; and
- gain valuable insights and access to other (commercial) opportunities.

Hence Partners should not expect that AWP billing rates will be in the upper range of what they might be able to charge other clients.

## 3 The Updated AWP Remuneration Framework

The Updated AWP Remuneration Framework builds upon the ARF and makes three key changes:

1. Provides additional disciplines for ARF Discipline Group D to better reflect the expertise required on AWP activities;
2. Sets a standard remuneration rate inclusive of management fee for the different AWP Partner types; and
3. Allows for increases due to inflation from the year of the latest version of the ARF.

### 3.1 Additional Discipline Groups

One of the key purposes of AWP is to draw on unique Australian water knowledge and expertise to deliver activities. Much of this expertise is not reflected in the Discipline Groups outlined in the ARF. Therefore, for the purposes of the AWP Phase 2 Remuneration Framework, the following disciplines will be added to Discipline Group D (see Annex A for Discipline Group descriptions):

- Water Policy Development and Implementation;
- Water Reform;
- Water Strategic and Technical Advisory;
- Knowledge Exchange;
- Development and Application of Tools for Effective Water Management; and
- Gender Equality and Social Inclusion.

### 3.2 AWP updated remuneration rates – short-term engagement

Table 1 to Table 3 provide updated daily remuneration rates for Partners working on AWP activities – split by Partner type – for short-term engagements (expert engaged for less than six months of continuous inputs within a single activity). Note that these rates already include the allowable management fee.

**Table 1. AWP Phase 2 minimum and maximum daily rates for Discipline Groups C and D for sole trader Partners (for short-term engagements)**

Job level	Experience	Discipline Group C		Discipline Group D	
		Min	Max	Min	Max
Entry	< 5 years	368	605	410	673
Middle	5–10 years	501	822	569	934
Senior	10–15 years	688	1,128	786	1,290
Senior executive	15 > years	790	1,297	896	1,471

**Table 2. AWP Phase 2 minimum and maximum daily rates for Discipline Groups C and D for educational and research institutions; not-for-profits; Federal or State Government department or agency; water utilities; or association Partners (for short-term engagements)**

Job level	Experience	Discipline Group C		Discipline Group D	
		Min	Max	Min	Max
Entry	< 5 years	402	660	447	734
Middle	5–10 years	547	897	620	1,018
Senior	10–15 years	751	1,231	858	1,408
Senior executive	15 > years	862	1,415	978	1,605

**Table 3. AWP Phase 2 minimum and maximum daily rates for Discipline Groups C and D for consulting company and International Multilateral Partners (for short-term engagements)**

Job level	Experience	Discipline Group C		Discipline Group D	
		Min	Max	Min	Max
Entry	< 5 years	435	714	485	795
Middle	5–10 years	593	972	672	1,103
Senior	10–15 years	813	1,333	929	1,525
Senior executive	15 > years	934	1,533	1,059	1,738

### 3.3 AWP Phase 2 remuneration rates – long-term engagement

Table 4 to Table 6 provide updated monthly remuneration rates for Partners working on AWP activities – split by Partner type – for long-term engagements (expert engaged for more than six months of continuous inputs within a single activity). Note that these rates already include the management fee.

**Table 4. AWP Phase 2 minimum and maximum monthly rates for Discipline Groups C and D for sole trader Partners (for long-term engagements)**

Job level	Experience	Discipline Group C		Discipline Group D	
		Min	Max	Min	Max
Entry	< 5 years	6,818	10,227	7,645	11,467
Middle	5–10 years	9,296	13,943	10,604	15,907
Senior	10–15 years	12,678	19,016	14,616	21,923
Senior executive	15 > years	14,530	21,795	16,603	24,903

**Table 5. AWP Phase 2 minimum and maximum monthly rates for Discipline Groups C and D for educational and research institutions; not-for-profits; Federal or State Government department or agency; water utilities; or association Partners (for long-term engagements)**

Job level	Experience	Discipline Group C		Discipline Group D	
		Min	Max	Min	Max
Entry	> 5 years	7,438	11,157	8,340	12,510
Middle	5 > 10 years	10,141	15,211	11,568	17,353
Senior	10 > 15 years	13,830	20,745	15,945	23,916
Senior executive	> 15 years	15,850	23,776	18,112	27,167

**Table 6. AWP Phase 2 minimum and maximum monthly rates for Discipline Groups C and D for consulting company and International Multilateral Partners (for long-term engagements)**

Job level	Experience	Discipline Group C		Discipline Group D	
		Min	Max	Min	Max
Entry	< 5 years	8,058	12,086	9,035	13,552
Middle	5–10 years	10,986	16,479	12,532	18,799
Senior	10–15 years	14,983	22,474	17,274	25,909
Senior executive	15 > years	17,171	25,758	19,621	29,431

### 3.4 Reimbursable expenses

Reimbursable expenses required for implementation of an activity are covered separately from remuneration and management fee. These can include but are not limited to: domestic and international airfares; land transport such as taxis, public transport, care hire and parking; accommodation; per diems for meals and incidentals; data access; translator and translating services; and printing of reports.

Approval of the reimbursable expenses that can be claimed on an activity is generally completed at the proposal approval stage and can be revised through an agreement amendment.

Per diem rates are set at 70% of the Australian Tax Office (ATO) reasonable travel allowances for the lowest salary band. The rates are updated annually by the ATO, with the current version provided at

<https://www.ato.gov.au/law/view/document?docid=%22TXD%2FTD201811%2FNAT%2FATO%2F00001%22>. When meals are provided separately, e.g. at a conference or with accommodation bookings, the per diem is reduced accordingly (20% reduction for breakfast, 22% reduction for lunch and 37% reduction for dinner).

AWP does not cover expenses for passports, visas, permits, licences, insurance or medical welfare expenses and these must be arranged and paid for by the Partner.

When making reservations, an impartial consideration of the fares and rates available must be made with the most reasonable fare or rate being selected. AWP Partners are entitled to Business Class for international flights over 5 hours (accumulated flight time). Economy Class is the standard for international flights less than 5 hours (accumulated flight time) and all domestic flights. AWP Partners are entitled to up to four-star hotel or equivalent.

When claiming reimbursable expenses, supporting documentation such as receipts must be provided (soft copy is acceptable). When invoicing for expenses, the agreed exchange rate will be set during contracting, or will be applied at the time of the invoice. The agreed exchange rate must come from one of the following sources:

1. A foreign exchange organisation (for example, a commercial bank); or
2. The Reserve Bank of Australia (RBA). The Partner must specify the agreed exchange rate when submitting the invoice.

## Annex A: ARF Discipline Groups C and D

The following lists provide a summary of the ARF Discipline Groups relevant to AWP activity teams. Each discipline is further detailed in the ARF.

### Discipline Group C in the ARF

- Biological Sciences and Ecology
- Climate change and environmental sciences
- Economics/Financial Analysis
- Engineering
- Due Diligence
- Infrastructure
- Project Management
- Legal (General)
- Design
- Monitoring and Evaluation
- Capacity Development
- Humanitarian, Emergency and Disaster Risk Management
- Procurement Assessment and Capacity

### Discipline Group D in the ARF

- Finance and Investment
- Governance
- Institutional Reform
- Legal (specialised)
- Public Finance Management & Fiscal Decentralisation

### Discipline Group D – new for AWP Phase 2 Remuneration Framework

- Water Policy Development and Implementation
- Water Reform
- Water Strategic and Technical Advisory
- Knowledge Exchange
- Development and Application of Tools for Effective Water Management
- Gender Equality and Social Inclusion

## Annex B: ARF job levels

The following provides a summary of the requirements of the ARF job levels of relevance to AWP activity teams. Each job level is further detailed in the ARF.

### Entry

- Good theoretical base in subject area, with the ability to translate theory into practice;
- Ability to participate in multi-disciplinary teams;
- Good thematic/regional knowledge (where required); and
- Up to 5 years' relevant experience in one or more professional disciplines, or equivalent combination of relevant education and experience.

### Middle

- Strong knowledge of functional area, combining a broad grasp of relevant theory and principles;
- Ability to participate in multi-disciplinary teams and to work independently;
- Strong thematic/regional knowledge (where required); and
- 5 or more years' relevant experience in one or more professional disciplines, or equivalent combination of relevant education and experience.

### Senior

- Excellent theoretical base in subject area, with ability to translate theory into practice;
- Leadership with ability to function as team leader and ability to coach and mentor more junior staff;
- Excellent thematic/regional expertise (where required); and
- 10–15 years' relevant experience in one or more professional disciplines, or equivalent combination of relevant education and experience.

### Senior Executive

- Outstanding theoretical base in subject area, with ability to conceptualise, design and implement major projects and to produce major/complex reports or studies;
- Demonstrated professional leadership and ability to lead a team of professionals and ability to coach and mentor more junior staff;
- Outstanding thematic/regional expertise (where required); and
- 15 or more years' professional experience or equivalent combination of education and experience.