

Victoria's Portable Long Service
Benefits Scheme for workers

Long service leave that moves with you.

Community Services

Contract Cleaning

Security



plsa.vic.gov.au

For more information on how to access the worker portal and to check your entitlements, please contact us at enquiries@plsa.vic.gov.au or call us at **1800 517 158**.

Go to the Find your employer page on our website: www.vic.gov.au/portable-long-service-authority/worker-information/find-your-employer

plsa.vic.gov.au

enquiries@plsa.vic.gov.au

1800 517 158

in f X



plsa.vic.gov.au



Victoria's Portable Long Service Benefits Scheme (Scheme) allows workers in community services, contract cleaning and the security industry to build up long service leave based on their time in the industry – not just with one employer.

This means more flexibility and security for workers as they move between jobs.

The Portable Long Service Authority administers the Scheme.

What is portable long service leave?

Under the Scheme, covered workers in Victoria's community services, contract cleaning and security industries can build up long service leave entitlements based on their time spent in the industry, rather than with a single employer.

It is 'portable' because it moves with you if you change employers but remain in the industry.

If you work in the same industry for multiple employers, each employer must report your service hours with them.

How does portable long service leave work?



Register

Your employer signs you up for the Scheme and you will receive a welcome letter via email or mail.



Accrue

Each quarter, your employer records your service and wages with us and pay a levy that is managed in a central fund.



Access

After at least 7 years of recorded service, you can apply for your long service leave benefit that is paid out of the fund.

Accessing my portable long service leave

What should I do if I already have a worker ID?

Log into the PLSA worker portal using your worker ID to check your service balance.

Tip: If you notice any missing entitlements, follow the instructions on the portal to report them.

What if I don't have a worker ID?

First, check if your employer is registered with the PLSA go to the Employer Lookup page of our website: www.vic.gov.au/portable-long-service-authority/worker-information/find-your-employer

My employer is registered but I'm not sure about my own registration status. What should I do?

Contact enquiries@plsa.vic.gov.au or call **1800 517 158** and we can check your registration status.

My employer isn't registered but I'm working in one of the three covered industries. What should I do?

Contact enquiries@plsa.vic.gov.au or call **1800 517 158**.