

OFSC Biannual Activity Report

The biannual activity report should be submitted by all accredited contractors on the following schedule:

- January to June (or any part thereof) report by 15 July the same year
- July to December (or any part thereof) report by 15 February the following year

Contractors accredited in June or December need not report until the following biannual period.

Please complete all parts of the form and verify that all incident reports for the period have also been submitted.

Part A - General information

A1 Accredited contractor:	
A2 Accreditation number:	
A3 Contact person:	A4 Position:
A5 Telephone:	A6 Email:
A7 Biannual period covered: 6 months: From _____ to _____ of _____	

Part B - OHS data across all current building and construction work for your organisation

Please provide only a single figure for the accredited contractor as a whole. Do not provide individual figures for each state or territory where the accredited contractor operates.

B1 Workers' compensation premium rate during the period:
B2 Number of accredited contractor employees during the period:
B3 Number of claims for the above employees all projects during the period:
B4 Average cost per claim for all projects during the period:
B5 Number and details of any pending or completed prosecution action against the contractor by a State/Territory OHS authority during the period (include number with brief description of issues):
B6 Number of workplace fatalities during the period on a site at which the accredited contractor was the head contractor:

Part C - OHS performance data for all Scheme projects

C1 Number of Scheme projects undertaken during the period:			
Total hours worked during the period	Commercial	Civil	Residential
C2 Hours worked for all accredited contractor employees and subcontractors on Scheme projects			

Part D - OHS performance data for all non-Scheme building and civil construction work where the accredited contractor was the head contractor

Number of non-Scheme projects	Value < \$3 million	Value \$3million to < \$10 million	Value \$3million or more
D1 Number of non-Scheme projects undertaken during the period:			
Total hours worked for all accredited contractor employees and subcontractors during the period	Commercial	Civil	Residential
D2 Hours worked for projects valued at < \$3 million:			
D3 Hours worked for projects valued at \$3 million to < \$10 million:			
D4 Hours worked for projects valued at \$10 million or more:			
OHS incident numbers	MTI's	LTI's	Fatalities
D5 Number of non-scheme incidents in the reporting period for projects valued at \$3 million or more:			

Office of the Federal Safety Commissioner

Part E - Notices issued for building and civil construction work on non-Scheme projects with a value of \$3 million or more where the accredited contractor was the head contractor		
	Number	Description
E1 Improvement:		
E2 Prohibition:		
E3 Infringement:		
E4 Other (e.g. enforceable undertaking):		

Part F - Indication of any High risk construction work performed on non-Scheme projects with a value of \$3 million or more where the accredited contractor was the head contractor	
F1 High risk construction categories (if applicable):	
<input type="checkbox"/> 1. Where there is a risk of a person falling two metres or more <input type="checkbox"/> 2. On telecommunications towers <input type="checkbox"/> 3. Involving demolition <input type="checkbox"/> 4. Involving the disturbance or removal of asbestos <input type="checkbox"/> 5. Involving structural alterations that require temporary support to prevent collapse <input type="checkbox"/> 6. Involving a confined space <input type="checkbox"/> 7. Involving excavation to a depth greater than 1.5 metres <input type="checkbox"/> 8. The construction of tunnels <input type="checkbox"/> 9. Involving the use of explosives <input type="checkbox"/> 10. On or near pressurised gas distribution mains and consumer piping	<input type="checkbox"/> 11. On or near chemical, fuel or refrigerant lines <input type="checkbox"/> 12. On or near energised electrical installations and services <input type="checkbox"/> 13. In an area that may have a contaminated or flammable atmosphere <input type="checkbox"/> 14. Tilt-up and precast concrete construction work <input type="checkbox"/> 15. On or adjacent to roadways or railways used by road or rail traffic <input type="checkbox"/> 16. On construction sites where there is any movement of powered mobile plant <input type="checkbox"/> 17. In an area where there are artificial extremes of temperature <input type="checkbox"/> 18. In, over or adjacent to water or other liquids where there is a risk of drowning <input type="checkbox"/> 19. Involving diving

Part G - Positive OHS developments
G1 Details of any peer or industry recognition for OHS performance of the accredited contractor during the period:
G2 Details of any key OHS initiatives implemented by the accredited contractor during the period:
G3 Any other relevant information:

Part H – Details of person completing this form	
H1 Name:	H2 Signature:
H3 Position:	H4 Date:
H5 Additional comment:	