

## End of Project OHS Report

Contract Details			
Accredited contractor			
Accreditation number			
Contact person		Position	
Telephone		Email	
Project name			
Client			
Contract number (provided by OFSC)			
Contract start date			
Contract end date			
Who was this contract signed with?			
Which Commonwealth agency is providing the funding (if known)?			
Employee Details			
Total number of accredited contractor employees on-site (throughout entire contract life)			
Total number of subcontractor employees on-site (throughout entire contract life)			
OHS Performance			
<b>OHS Performance Data During Entire Contract Life</b>			<b>Total Number</b>
Number of Lost Time Injuries (LTIs) reported by all employees (accredited contractor and subcontractor)			
Lost Time Injury Frequency Rate (LTIFR)			
Number of Medical Treated Injuries (MTIs) reported by all employees (accredited contractor and subcontractor)			
Medical Treated Injuries Frequency Rate (MTIFR) reported by all employees (accredited contractor and subcontractor)			
Number of notifiable incidents reported by all employees (accredited contractor and subcontractor)			
Lost Time Injuries – mechanism of incident for projects valued at \$3 million or more			
Indicate in the table below the number of Lost Time Injuries (LTI's) by mechanism of injury (that is, the number of LTI's sustained in relation to each type of injury) by putting the number of LTIs in the corresponding boxes.			
Falls, trips and slips of a person (Group 0)		Hitting objects with part of the body (Group 1)	
Being hit by moving objects (Group 2)		Sound and pressure (Group 3)	
Body stressing (Group 4)		Heat, electricity and other environmental factors (Group 5)	
Chemical and other substances (Group 6)		Biological factors (Group 7)	
Mental stress (Group 8)		Vehicle incidents and other (Group 9)	
Notices			
<b>Notices issued to accredited contractor and subcontractors on site</b>	<b>Total Number</b>	<b>Description</b>	
Infringement			
Prohibition			
Improvement			
Other – (eg enforceable undertakings)			
Performance Indicators			
Details of any positive performance indicators used by the accredited contractor during the period			
Details of any peer or industry recognition regarding OHS received by the accredited contractor during the period			

Details of any key OHS initiatives implemented by the accredited contractor during the period					
<b>Comments/Further Information</b>					
<b>Project OHS Experience</b>					
<b>Indicate accredited contractor experience with the client agency on OHS matters during the course of the project in the table below. The scale goes from "Always" at one end to "Never" at the other end. Tick the response accredited contractors think best describes accredited contractor experience.</b>					
The client provided accredited contractors with appropriate OHS documentation such as the client's OHS policy throughout the contract life	Always <input type="checkbox"/>	Regularly <input type="checkbox"/>	Sometimes <input type="checkbox"/>	Rarely <input type="checkbox"/>	Never <input type="checkbox"/>
Client representatives followed the OHS procedures required on the site	Always <input type="checkbox"/>	Regularly <input type="checkbox"/>	Sometimes <input type="checkbox"/>	Rarely <input type="checkbox"/>	Never <input type="checkbox"/>
The client had suitable OHS expertise to resolve issues that arose throughout the project	Always <input type="checkbox"/>	Regularly <input type="checkbox"/>	Sometimes <input type="checkbox"/>	Rarely <input type="checkbox"/>	Never <input type="checkbox"/>
The client allowed suitable time and resources to allow accredited contractors to manage any OHS risks to the standard expected in the contract	Always <input type="checkbox"/>	Regularly <input type="checkbox"/>	Sometimes <input type="checkbox"/>	Rarely <input type="checkbox"/>	Never <input type="checkbox"/>
The client facilitated a good working relationship between designers, contractors, and client representatives	Always <input type="checkbox"/>	Regularly <input type="checkbox"/>	Sometimes <input type="checkbox"/>	Rarely <input type="checkbox"/>	Never <input type="checkbox"/>
The client made sure that designers passed on information to accredited contractors about any risks associated with proposed materials, substances or construction methods	Always <input type="checkbox"/>	Regularly <input type="checkbox"/>	Sometimes <input type="checkbox"/>	Rarely <input type="checkbox"/>	Never <input type="checkbox"/>
The client responded in a timely manner to OHS issues arising from the standards defined in the contract and assisted contractors to resolve them	Always <input type="checkbox"/>	Regularly <input type="checkbox"/>	Sometimes <input type="checkbox"/>	Rarely <input type="checkbox"/>	Never <input type="checkbox"/>
<b>Overall Rating</b>					
<b>How would accredited contractors describe the role of the client in relation to OHS issues?</b>  <b>Using a five point scale 1 - 5, rate the Client Agency on their overall OHS management across the contract life.</b>  <b>Tick the most appropriate response.</b>	Client had a timely, consistent and systematic approach to working with accredited contractors at all stages of the project in relation to OHS				5 <input type="checkbox"/>
	Client was well prepared on most OHS matters and was able to clarify and resolve OHS issues when required				4 <input type="checkbox"/>
	Client was adequately prepared and assisted employees and subcontractors on request if an OHS issue arose				3 <input type="checkbox"/>
	Client was not well prepared to manage OHS issues and slow to respond and resolve OHS issues				2 <input type="checkbox"/>
	Client was poorly prepared and unhelpful on any aspect of OHS preferring to leave it to others to resolve				1 <input type="checkbox"/>

**Additional Comments:**

**Name:**

**Signature:**

**Position:**

**Date:**