



Priority Start Policy Head Contractor Training Rate Variation/Appeal Request Form

REQUEST

Application type	<input type="checkbox"/> Variation	<input type="checkbox"/> Appeal
Requested training rate	<input type="checkbox"/> 10% <input type="checkbox"/> 5% <input type="checkbox"/> 2% <input type="checkbox"/> 0% <input type="checkbox"/> Other, please specify	
Period of variation	<input type="checkbox"/> 1 year – from to <input type="checkbox"/> Whole of contract	<input type="checkbox"/> 2 years – from to <input type="checkbox"/> Other, please specify

CONTRACT DETAILS

Contract name		Contract number
Contractor name		Contact person
Email		Telephone
Contract award date	Construction commencement date	Expected completion date

CONTRACT VALUE

<input type="checkbox"/> \$5 – \$10 million	<input type="checkbox"/> \$10 – \$20 million	<input type="checkbox"/> \$20 – \$50 million
<input type="checkbox"/> \$50 – \$100 million	<input type="checkbox"/> over \$100 million	

CONTRACT TYPE

<input type="checkbox"/> General building/construction	<input type="checkbox"/> Civil construction	<input type="checkbox"/> Maintenance
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CONTRACT DELIVERY LOCATION

<input type="checkbox"/> Gascoyne	<input type="checkbox"/> Goldfields-Esperance	<input type="checkbox"/> Great Southern
<input type="checkbox"/> Kimberley	<input type="checkbox"/> Mid West	<input type="checkbox"/> Peel
<input type="checkbox"/> Perth	<input type="checkbox"/> Pilbara	<input type="checkbox"/> South West
<input type="checkbox"/> Wheatbelt	<input type="checkbox"/> State wide	

JUSTIFICATION (Please indicate all that apply)**Primary factor(s) – Western Australian workforce related**

- ☐ Limited/no involvement in other construction in Western Australia
- ☐ Limited ability to engage apprentices/trainees due to a large proportion of the company's:
- ☐ construction trades workforce being in regional and remote areas
 - ☐ worksites being high risk environments
 - ☐ contracts being highly specialised or secure in nature
- ☐ Stage of contract - a large proportion of the company's construction contracts are in design or completion phases
- ☐ Other WA workforce issue, please specify

Secondary factor(s) – Contract related

- ☐ Contract duration is under 12 months
- ☐ Nature of the contract involves a limited number of occupations in scope of the policy
- ☐ This contract has limited or no construction work in progress
- ☐ Regional labour supply provides limited training opportunities
- ☐ Other contract specific issue, please specify

SUPPORTING EVIDENCE (Please provide evidence to address the factors indicated above)**For a variation application, please outline the:**

1. supporting evidence for the factors indicated above; and
2. measures being undertaken to raise the overall training effort and/or meet the contracted training rate in the future.

For an appeal application, please outline any additional:

1. information not provided with the variation request; and/or
2. factors that would warrant reconsideration of the Compliance Panel's decision.

OTHER WESTERN AUSTRALIAN BASED CONTRACTS (Insert rows as required)

Please list all of your company's WA based construction contracts – publicly and privately funded

Contract name	Contract number	Construction phase <input type="checkbox"/> Design <input type="checkbox"/> Construction <input type="checkbox"/> Completion
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Government contracting agency/trading enterprise use only

On completing the assessment please sign, scan and forward to policy.prioritystart@dtwd.wa.gov.au.

Agency name:	
Recommendation:	<input type="checkbox"/> Supported <input type="checkbox"/> Not supported
Training rate recommended:	%
Reason(s) for recommendation:	
Assessing officer:	
Name:	Position:
Signed _____	Date:
Authorising officer:	
Name:	Position:
Signed _____	Date:

Department of Training and Workforce Development use only

Contracting agency's recommendation supported:	<input type="checkbox"/> Yes <input type="checkbox"/> No
If not supporting the agency's recommendation, reasons and suggested training rate:	
Training rate recommended:	%
Assessing officer:	
Name:	Position:
Signed _____	Date:
Authorising officer:	
Name:	Position:
Signed _____	Date: