
TERMS AND CONDITIONS – HOST EMPLOYER

I/We declare that any information given to Apprenticeships Queensland in supporting documentation is true and correct, and authorise any inquiries or searches to be conducted with credit agencies and any other company deemed necessary in the future without further reference or notice being required to be given by Apprenticeships Queensland. I/we understand Apprenticeships Queensland reserves the right to refuse credit without expressing reasons for any such refusal. Apprenticeships Queensland reserves the right to change its terms and conditions from time to time where required and will undertake to advise the host employer of any changes within 14 days of changes occurring.

CLIENT OBLIGATIONS

I/We acknowledge that Apprenticeships Queensland is not performing the services required of its employees but is instead the supplier of its employees, at our request, to perform the work that I/we have requested. From the time that Apprenticeships Queensland employees report to me/us for their duties they are under our care, control and supervision for the duration of the assignment.

In these circumstances, I/we agree that Apprenticeships Queensland will not be liable to me/us in respect of any damage, loss or injury of whatsoever nature or kind, however caused, whether by our negligence on the part of Apprenticeships Queensland or the negligence of one of its workers, its servants or agents or otherwise, which may be suffered or incurred, whether directly or indirectly, in respect of the services provided under these conditions of assignment.

Where Apprenticeships Queensland recruits a candidate on my/our behalf, I/we acknowledge/s that Apprenticeships Queensland incurs considerable expense in the recruiting process and making that candidate available to me/us for employment. This service is performed by Apprenticeships Queensland at no charge to me/us.

Should I/we decide to cancel my/our hosting agreement with Apprenticeships Queensland and employ the same person as a direct employee within three months of such cancellation, I/we understand that Apprenticeships Queensland reserves the right to recoup any losses it may incur from me/us as a result of this action.

WORKPLACE HEALTH AND SAFETY

Under the shared duty of care between Apprenticeships Queensland as the employer, and I/We as the host employer, I/We certify that I/we have a current Workplace Health and Safety policy and that the procedures contained in that policy are adhered to in my/our workplace. I/We certify that I/we will provide a workplace specific safety induction course for the apprentice prior to his/her starting work.

WORKCOVER

I/We note specifically that the Apprenticeships Queensland WorkCover policy does not protect me/us in the case of a Common Law Claim. My/Our Public Liability Insurance should cover such claims. I/We will ensure that I/we am/are adequately covered.

PAYMENT DEFAULT POLICY

I/We acknowledge Apprenticeships Queensland's policy that payment default has occurred whenever our account is 60 days overdue, a negotiable instrument offered in payment is dishonoured, or a judgment of \$5,000 or more is made against us. In the event of any of the above, we understand that the account will be issued to commercial agents and we will be charged an amount of 10% on all outstanding balances in interest and administration costs. I/We understand that Apprenticeships Queensland may remove the apprentice or trainee if the account is in default.

Host Employer information is collected, used and disposed of in accordance with the National Privacy Principles. By signing the Host Employer Agreement you are agreeing to receive electronic commercial communications eg SMS messages from Apprenticeships Queensland.