



## Update - May 2021

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### TasBuild Statistics

#### Entitlements

##### April 2021

Total entitlements paid: 105

Total value of entitlements paid:  
\$826 886

##### 1st July 2020 - 30 April 2021 (Year to Date)

Total entitlements paid: 1201

Total value of entitlements paid:  
\$9 191 176

##### 1st July 2019 - 30 June 2020 (Last Financial Year)

Total entitlements paid: 1167

Total value of entitlements paid:  
\$10 357 337

#### Registrations

##### Workers

Current Registered Workers:  
23773

Workers Employed in last  
12 months:  
16288

##### Employers

Current Registered Employers:  
2138

## Employer Online Correspondence

We are currently undertaking some business changes and as part of this we will be moving all our correspondence to online, aside from any formal notices.

We are doing this to improve efficiency due to delays experienced with posted communications and to also reduce postage costs which helps to keep the contribution rate at a minimum. We are also very conscious of the amount of paper we churn through each week so would like to do our bit to help the environment.

As the majority of our Registered Employers are already operating online and utilising the Employer Portal, we will just be contacting those Employers that are currently set to receive paper copies of returns, invoices and statements advising of this change and assisting them to manage through this transitional period.

## Education and Support

We understand that there are many Employers that are not fully aware of their obligations in regards to compliance and reporting for long service leave for their workers. In this respect we are always willing to offer further education and support in all facets of our business so therefore please contact us if you would like some assistance.

We can provide support over the phone, online, emailing information flyers or even have someone attend your workplace if you wish. Some of the areas that we provide daily support for are;

- Accessing the Employer portal
- Completing returns online
- Adding or terminating workers on your return
- Due dates for completing returns and payment of invoices
- What you do and do not need to contribute on for your workers
- How to report for casual workers

If you would like any further assistance please do not hesitate to contact us on 6294 0807 or [secretary@tasbuild.com.au](mailto:secretary@tasbuild.com.au) and we would be more than happy to help you.

*The information contained in this Update is of a general nature and does not constitute legal advice. We encourage you to seek your own professional advice to find out how the Construction Industry (Long Service) Act applies to you.*

## ***Business Structures and Long Service Commitments***

### **Sole Traders/Self Employed**

A Sole Trader or Self-Employed person is not an employee but they may employ workers.

### **Partnership**

Partners are not employees but may employ workers.

### **Family or Unit Trusts**

Trustees and beneficiaries may be employees and they may also employ other workers.

### **Companies**

Directors or owners may be employees and they may also employ other workers.

### **Who must be contributed for?**

The first requirement is that the employee must be paid a wage that in accordance with Australian Tax Office (ATO) requirements should be subject to the deduction of Pay as You Go (PAYG) income tax deductions.

The final requirement is whether staff are undertaking relevant employment in the building and construction industry in Tasmania.

If workers including trustees, beneficiaries and directors receive wage payments that are subject to PAYG and are for undertaking relevant employment then they must be registered, included on the monthly returns and contributions must be paid to TasBuild on their behalf.

If you have any further queries a TasBuild staff member will be only too happy to assist you.

## ***Auto Populated Employer Returns***

If you have not taken advantage of updating your file to have your Employer Returns set to Auto Populate then we highly recommend that you do.

These pre-populated returns are automatically generated and have been implemented to simplify the completion of returns for you. Employers already using this option have found it is easy to use and saves them time when completing their returns.

The returns process remains the same for you except we prefill the information for full time employees for you! This pre-populated information is based on our system calculating the employee's daily pay rate multiplied by the number of actual ordinary time days in the month. So the only time you need to worry about adjusting the returns is for the following reasons;

- an employee has had a day off without pay;
- an employee has had a wage increase or decrease during the period of the return;
- employment is terminated; and
- adding details to calculate the information for casual and part time workers (including labour only sub-contractors).

The return then just needs to be reviewed and submitted to our office for a tax invoice to be generated for payment.

We will be sending an email to you directly in regards to this over the coming weeks, therefore please respond if you wish to update to this method of completing returns or alternatively contact us on 6294 0807 or [secretary@tasbuild.com.au](mailto:secretary@tasbuild.com.au) and we can update your file.

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