

Application form for workplace injury prevention subsidy

By completing this form and submitting it, you are applying for a workplace injury prevention subsidy supporting one or more employees in your organisation attending the LeadSafe Supervisors training customised for the construction industry.

ACC's business customer ID	<input type="text"/>	Company GST number	<input type="text"/>
Company name:	<input type="text"/>		
Postal address:	<input type="text"/>		
Postcode	<input type="text"/>	City	<input type="text"/>
Contact person's name	<input type="text"/>		
Phone	<input type="text"/>	Email	<input type="text"/>
Preferred method of contact *please tick one	Phone <input type="checkbox"/>	Email <input type="checkbox"/>	
Bank account number	<input type="text"/>		
Application for an injury prevention subsidy	<input type="text" value="LeadSafe Supervisors Training"/>		
Number of participants you will send to the LeadSafe Supervisors training	<input type="text"/>		

Name:	<input type="text"/>	Signed:	<input type="text"/>
		Date:	<input type="text"/>

Please tick

- I have read and understood the declaration on the back of this form.
- I understand that the workplace injury prevention subsidy is capped to a maximum per business (depending on the business size) and offers up to 50% of the training fee.
- I understand that I will be disqualified from the offer if this company is liquidated.
- Our business is committed to improve health and safety at our workplace.

Please submit this form to safety@acc.co.nz. Within three business days of submission you will receive our reply regarding your eligibility for the injury prevention subsidy. You can also contact us on this email address if you need support or more information.

Guidance for completing this form

ACC's business number / Company name / Address details / Bank account number – Please provide the correct information.

Contact person's name / Phone / Email – Please provide the name and contact details of the person managing this application on behalf of the company. We might need to contact this person during the application process if questions arise.

Please tell us how many people are going to participate in the LeadSafe Supervisors training. This will help us to calculate the injury prevention subsidy. If you have any questions please visit acc.co.nz/training-subsidy

Who can apply?

You can apply for a workplace injury prevention subsidy if you are an employer and meet all of the following criteria:

- Your business has been identified as a Small, Small to Medium or Medium sized business using liable earnings and median salary per industry to estimate number of employees:
 - > Small
 - » 6-19 Employees or
 - » \$348k-1234k liable earnings
 - > Small to Medium
 - » 20-49 Employees or
 - » \$1235k-3135k liable earnings
 - > Medium
 - » 50-99 Employees or
 - » \$3136k-6304k liable earnings
- Your business is domiciled in New Zealand and is currently registered with ACC
- Your business is not self-employed or in the accredited employer programme
- Your business is not the subject of a Worksafe/ACC prosecution or investigation
- Your business is not in receivership/liquidation
- Your business is GST registered

How do I apply?

To apply for a workplace injury prevention subsidy all you have to do is:

1. Complete the Application Form
2. Sign the Application Form confirming you have read and agree to the requirements of the declaration
3. Email your application and declaration to: safety@acc.co.nz

What happens next?

Once we have received your completed application, we will assess it and let you know if:

1. Your application has been accepted; or
2. We need more information to process your application; or
3. You do not qualify for a workplace injury prevention subsidy.

Payment of the workplace injury prevention subsidy will be made after after you've sent us an itemised receipt.

Need more information?

Please refer to acc.co.nz/training-subsidy

Application Form

This Application Form must be signed by a person who is:

- Currently working in the business
- Responsible for health and safety practices
- Authorised to make this application.

Declaration

By signing this Application Form, I am declaring that:

- The business named in this application is eligible for the workplace injury prevention subsidy.
- I acknowledge that receiving the injury prevention subsidy cannot be relied on to satisfy compliance with our legal and other health and safety obligations (including under the Health and Safety at Work Act 2015).
- I acknowledge that the decision about participation in the training programme and appropriateness for our business lies solely with our business, and that ACC has no liability for that decision. We may obtain our own independent advice about whether the training programme is suitable for our business.
- All the information provided in this application is complete and accurate.
- I acknowledge that ACC will issue a buyer-created tax invoice for the amount paid to the business by ACC, and will provide that invoice to the business.
- I acknowledge that I have read and understood the information regarding income tax in the note below.
- The business agrees to information about it receiving this subsidy being published on the ACC website unless the business requests otherwise.
- I have authorisation to sign legal agreements on behalf of the business named in the Application Form.

Note re: income tax:

The income tax treatment of a subsidy can vary depending on the nature, including tax status, of your business. The following is a guide only and should be confirmed with your accountant or financial advisor:

An amount received by way of subsidy for reimbursement of ordinary business costs is liable to income tax in the standard way;

You should be liable for income tax on a surplus arising from a taxable subsidy. However, your depreciation of an asset partially or wholly funded by an injury prevention subsidy should be based on the cost of the asset less the amount of the subsidy;

You should not be liable for income tax to the extent the subsidy is paid to offset expenses that are not connected with earning taxable income.