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## **CLIENT NEWSLETTER**

**20 August 2007**

### **WORKCOVER**

All employers should have received a declaration of wages and contracts from Work Cover Queensland. This form asks employers to complete details of wages and salaries.

We suggest that you complete the form and return it to Work Cover by 31 August 2007. If you fail to lodge the form by the due date your policy will not be current and you will be deemed to be uninsured from 1 July 2007. Late lodgement penalties of up to 20% may also apply.

We also suggest you read the instructions carefully relating to what items are included as "wages" for work cover purposes - and contact us if in doubt.

Just a reminder that Work Cover is payable for all "workers" who are under a "contract of service". This could include payments to individuals who may previously have been treated as subcontractors. We also advise that if you employ staff to work in other States it may be necessary to take out Work Cover insurance in the relevant State

Contract of service is an employment relationship, which exists whenever there is what is traditionally referred to as a master/servant relationship between an employer and his or her worker. This includes a large part of the workforce such as those:

- on a salary or wage
- who work for only one employer
- who have set hours of work
- who are supervised
- who may be disciplined or dismissed by the employer.

We note that Work Cover is active in the audit area and are paying particular attention to payments to individual contractors. They are particularly concerned to see if the contractor is really in business, supplies tools/equipment etc, and is working under a contract to provide a result rather than payment on a per hour/day basis.

The Work Cover website at <http://www.workcover.qld.gov.au> contains further relevant information.

Please contact our office with any queries.

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**What is "OBM"? Open Book Management**

OBM encourages people not to work too hard and burn out, but to "work smart" and find the good ways to do things – balancing work and play time.

*This Newsletter, of necessity, has dealt with matters of a technical nature in general terms only. Clients should contact us for detailed information on any of the items in the Newsletter. No responsibility for loss occasioned to any person acting or refraining from acting in reliance upon any material in this Newsletter can be accepted by any member of the firm.*