



Who to contact

Australian Capital Territory

| Employer information | Apprentice and trainee information |
|--|--|
| <p>Further information for employers of apprentices or trainees about Australian Apprenticeships, Government incentive eligibility and claims or cancelling an Australian Apprenticeship.</p> <p>Skills Canberra:</p> <ul style="list-style-type: none">• For help resolving difficulties with an apprentice or trainee.• To obtain a Certificate of Completion for an apprentice or trainee. <p>(02) 6205 8555 www.cmtedd.act.gov.au/enterprise-canberra2/skillscanberra/contact_training_and_tertiary_education</p> <p>Australian Taxation Office:</p> <p>For information or queries about payroll tax.</p> <p>(02) 6207 0028 www.revenue.act.gov.au/duties-and-taxes/payroll-tax</p> <p>Fair Work Ombudsman:</p> <p>Information about wages and terms and conditions of employment.</p> <p>13 13 94 www.fairwork.gov.au</p> <p>Superannuation Guarantee hotline:</p> <p>To arrange to pay superannuation payments into an apprentice or trainee's chosen fund.</p> <p>13 10 20 www.ato.gov.au/super</p> <p>WorkSafe ACT:</p> <ul style="list-style-type: none">• Workplace safety – information about providing a safe workplace that meets occupational health and safety guidelines.• WorkCover insurance – to determine what is applicable in the relevant state. <p>02 6207 3000 www.worksafe.act.gov.au/workers_compensation</p> | <p>Further information for apprentices and trainees about eligibility and payment of Trade Support Loans and personal benefits or cancelling your apprenticeship or traineeship.</p> <p>Skills Canberra:</p> <ul style="list-style-type: none">• Advice regarding being treated unfairly at work, work being rationed or an apprenticeship or traineeship being suspended.• Advice about harassment or discrimination at work or in training.• Termination of an apprenticeship or traineeship, either by the apprentice/trainee or employer.• To obtain a Certificate of Completion. <p>(02) 6205 8555 www.cmtedd.act.gov.au/enterprise-canberra2/skillscanberra/contact_training_and_tertiary_education</p> <p>Fair Work Ombudsman:</p> <p>Information about wages and terms and conditions of employment.</p> <p>13 13 94 www.fairwork.gov.au</p> <p>Career Teacher, VET coordinator or MEGT Apprenticeship Network Provider:</p> <p>Information about Australian School-based Apprenticeships.</p> <p>My chosen Registered Training Organisation:</p> <p>To obtain credit for prior learning (Recognition of Prior Learning – RPL).</p> |