

COMPLIANCE REPORTING PROGRAM

2020 pilot quick guide

We would like to invite your organisation to participate in the Compliance Reporting pilot.

You will be amongst the first organisations to submit your data to WGEA and to experience the brand new WGEA Portal, in development since the beginning of 2019.

In this pilot you will complete and submit a full compliance report in the WGEA Portal.



23 Nov 2020

PILOT STARTS



11 Dec 2020

PILOT ENDS



WHY PARTICIPATE?

The benefits of participating in this pilot are...

Dedicated support

You will have dedicated support advisers who will work with you as you complete your first submission on the new system.

Instant insights

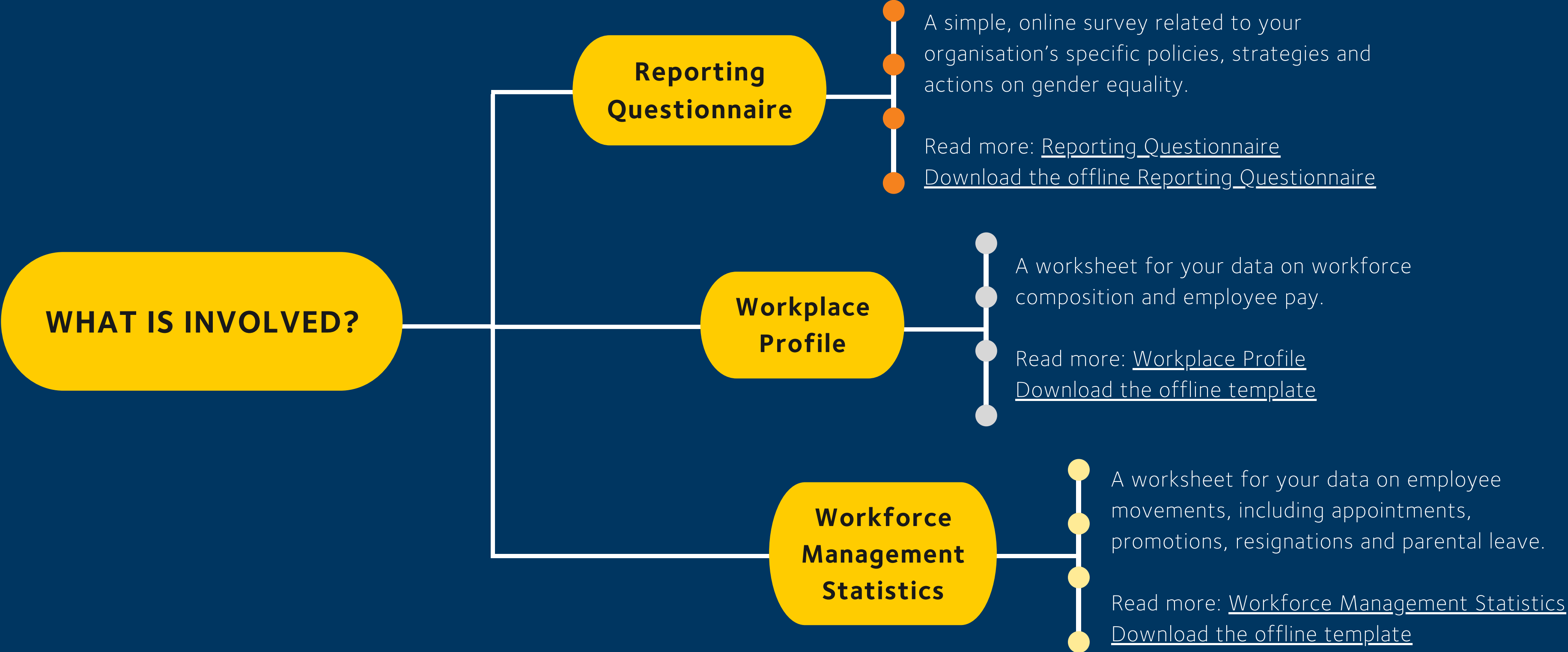
Be the first to see our new benchmarking and insight reports based on your data.

Get a head start

You will complete up to 75% of the information required for next year

Have your say

Your feedback will help to shape the future of the WGEA portal.





DATES TO USE FOR 2020-21 REPORT IN PILOT

REPORTING PERIOD

From 1 April 2020
to 31 March 2021

QUESTIONNAIRE

Complete as at
23 November 2020*

*You will need to update next year
if there are any changes up to 31
March 2021

WORKPLACE PROFILE

Choose a sample date between
1 April 2020 and
23 November 2020

(we suggest EOFY
30 June 2020)

WORKFORCE MANAGEMENT STATISTICS

From 1 April 2020
to 23 November 2020*

*You will need to update next year
to include up to 31 March 2021

We have simplified the rules around reporting as a group. If your organisation is part of a corporate structure, you may wish to edit your submission groups to include additional organisations. Your dedicated adviser can help you make changes to your submission group.

Read more: [How do we form a submission group](#) and [How do I create a submission group?](#)

Submission groups

HOW SHOULD I PREPARE?

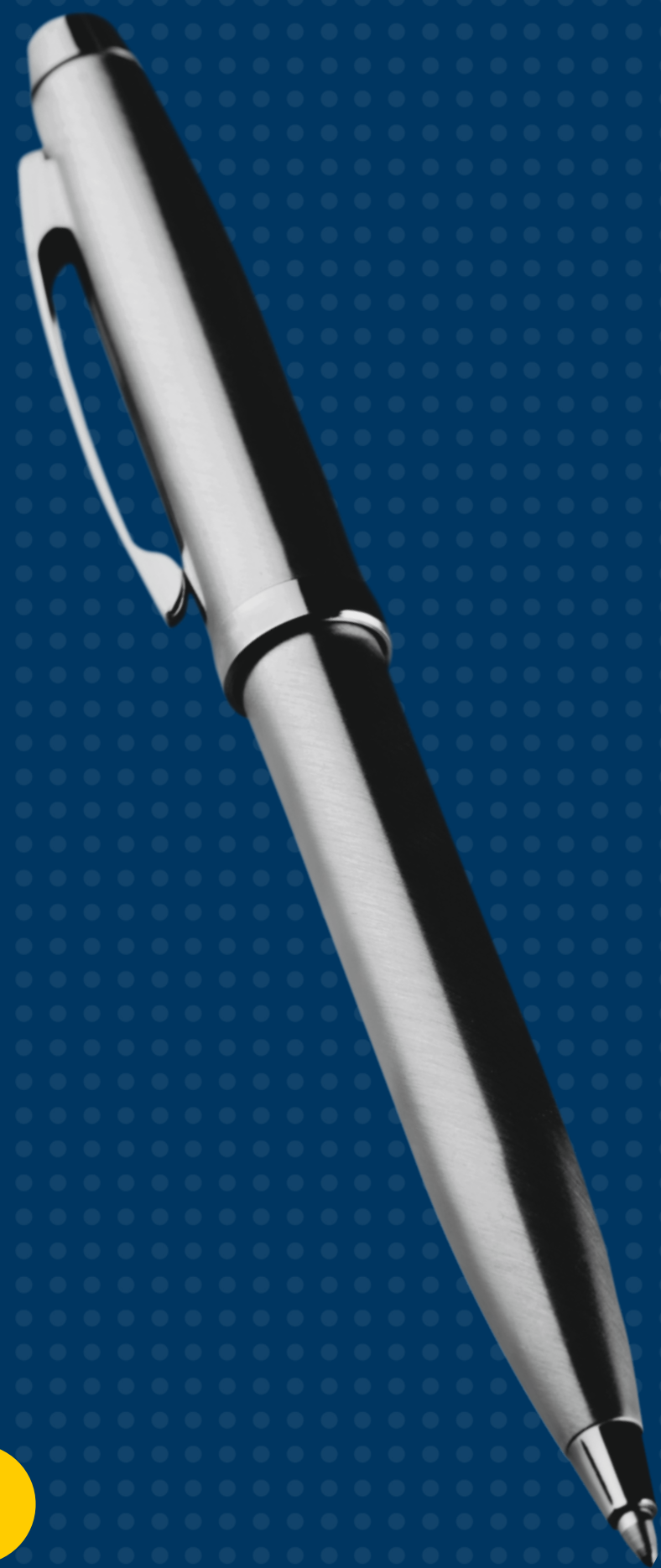
Ensure you have myGovID set up and linked to your organisation for all contacts who will need access to the WGEA Portal. You will need a myGovID to log into the WGEA Portal.

We suggest you organise a myGovID for:

- A primary report contact responsible for the entire process
- A contact from HR for the Reporting Questionnaire and the Workforce Management Statistics
- A contact from payroll for the Workplace Profile

myGovID

Read more: [How do I get a myGovID?](#)



Feedback or questions?

Email: wgea-saltproject@wgea.gov.au

Please do not hesitate to contact us with any feedback or questions you have as you complete the pilot.

Your insights are integral to our ability to make future improvements to the system.