

Appendix 2 Annual report template

1. Name of approved provider

2. Name of accredited course

3. Target group(s)

4. Period covered by this report: From to

5. How many HSRs were trained in the period covered by this report?

6. Number of people trained, by gender: Female Male Non-binary
 Prefer not to disclose or not previously listed

7. Number of people trained, by age group

15-19	<input type="text"/>	20-24	<input type="text"/>	25-29	<input type="text"/>
30-34	<input type="text"/>	35-39	<input type="text"/>	40-44	<input type="text"/>
45-49	<input type="text"/>	50-54	<input type="text"/>	55-59	<input type="text"/>
60-64	<input type="text"/>	65+	<input type="text"/>		

8. How many HSRs were trained, from each of the following industry sectors?

Industry	Number
Accommodation and food services	
Administrative and support services	
Agriculture, forestry and fishing	
Arts and recreational services	
Construction	
Education and training	
Electricity, gas, water and waste services	
Financial and insurance services	
Health care and social assistance	
Information media and telecommunications	
Manufacturing	

Industry	Number
Mining – onshore	
NOPSEMA	
Other services	
Professional, scientific and technical services	
Public administration and safety	
Rental, hiring and real estate services	
Retail trade	
Seafarers	
Transport, postal and warehousing	
Wholesale trade	
Not stated	
Total	

9. How many HSRs were trained, in each of the following occupational categories?

Occupation category	Number
Managers and Administrators Including School Principals, Directors, Mine Managers, Farm Managers, Managing Supervisors, Commissioned Police Officers, Chief Executives, Trade Union Secretaries	
Professionals Including Chemists, Teachers, Architects, Accountants, Engineers, Registered Nurses, Geologists, Metallurgists, Journalists, Actors, Librarians, Public, Relations Officers	
Para-Professionals Including Technicians, Police Officers, Ships Captains, Welfare Officers, Safety Inspectors, Prison Officers	
Tradespersons Including Fitters, Welders, Tilers, Hairdressers, Chefs, Tailors, Mechanics, Gardeners, Apprentices	
Clerks Including Typists, Secretaries, Messengers, Computer Operators, Bookkeepers, Telephonists, Teachers Aids, Law Clerks	
Salespersons and Personal Service Workers Including Travel Agents, Enrolled Nurses, Dental Nurses, Waiters, Insurance Brokers, Sales Representatives, Tellers, Cashiers, Beauty Therapists	
Plant and Machine Operators Including Bus Drivers, Forklift Drivers, Crane Operators, Press Operators, Processing Machine Operators, Treatment Plant Operators, Mining Equipment Operators	

Occupation category	Number
Labourers and Related Workers Including Trades Assistants, Factory Hands, Cleaners, Farm Hands, Meat Packers, Process Workers, Scaffolders, Riggers, Security Officers, Fishing Workers, Deckhands, Labourers, Miners	
Not stated	
Total	

10. Of the HSRs trained, how many are from metropolitan or from non-metropolitan regions in the period covered in this report?

Regional area	Number
Metropolitan	
Non-metropolitan	
Not stated	
Total	

11. How many courses were conducted in the following regions in the period covered in this report?

Regional area	Number
Metropolitan	
Non-metropolitan	
Other	
Total	