

Worksheet

Your WorkSafeBC account number:

Reporting year:

Calculating subcontractors' payments (Line C)

Should I include payments made to all subcontractors?

Not necessarily. You are required to include payments to subcontractors only if you are responsible for paying premiums for their coverage. In other words, if a subcontractor has an independent business existence and you are not required to pay premiums on his or her behalf, you are not required to include payments made to the subcontractor in your calculation. But remember: You are responsible for reporting payments made to subcontractors that are not independent businesses. For more information on this, please visit the Insurance section of worksafebc.com. Please use the worksheet below to calculate payments to subcontractors that you are responsible to cover. Keep this worksheet with your records. Do not mail this worksheet to WorkSafeBC unless requested.

Should I include payments made to contractors who are registered with WorkSafeBC?

In most cases, no. WorkSafeBC registers contractors who operate as independent businesses. However, a contractor's operations may change, and a contractor who is registered may not be independent for every contract.

If a contractor you hire is not making required payments to WorkSafeBC, you could be liable for insurance premiums owing in connection with the work or service being performed on your behalf. To protect your interests, always request a clearance letter before a contractor starts working for you, and again before you make the final payment to the contractor. You can get a clearance letter within minutes from worksafebc.com, and take advantage of the clearance alert system.

If the contractor supplied only the labour, what should I report?

If the contractor supplied only labour, or labour plus minor materials such as nails, drywall tape, or putty, enter the gross contract value in the Amount 2 column. Generally, you should not include subcontractors who have supplied all major materials for a set contract price. Major materials in these cases include materials necessary to complete the job, such as lumber, shingles, or tile or cement for a building construction contract. However, you should obtain clearance letters on these subcontractors to ensure they're registered and up-to-date on their premiums.

If the contractor supplied the equipment and operator, what should I report?

In the Amount 1 column below, enter the gross value of the contract. Then, refer to the table at the bottom of this page to see if an equipment allowance applies. If it does, deduct the equipment allowance from Amount 1, and record the result in Amount 2. For example, if you paid a falling contractor \$1,000, you would enter this amount in Amount 1. Since we grant a 15 percent equipment allowance for chainsaws, you would then enter \$150 in the equipment allowance column. You would then enter the difference, \$850, in Amount 2. If the contractor does not qualify for an equipment allowance, enter the gross value of the contract in Amount 2.

Subcontractor's name	Address	Type of contract	Amount 1	Equipment allowance	Amount 2

Total: transfer the total from Amount 2 to Line C of your form

Equipment allowance

Equipment type	Examples	Allowance
Chainsaw	Chainsaws as used in forest industry and line-cutting contracts only	15%
Medium equipment	Single-axle motor vehicles in the trucking/delivery/courier industry.* Motorcycles used in the delivery/courier industry. Single-axle trucks used for construction cleanup. Pilot cars. Light-duty excavating equipment such as backhoes, front-end loaders, and bobcats. Mobile welding units. Oilwell servicing equipment such as wireline fracturing, hot-shot service, ambulance/first aid service. Agricultural equipment such as tractors, hay balers, harvesters, combines, and hoof trimmers. Horses used as part of a horse-logging contract. Boom boats as used in the forest industry. Fishing boats as used in the fishing industry.	40%
Heavy equipment	Skidders, feller bunchers, grapple loaders, or similar heavy equipment used in the logging industry. Tracked earth-moving equipment such as bulldozers and excavators. Graders. Dual-axle trucks such as logging trucks, tractor-trailer trucks, dump trucks, and oil rig transport trucks. Oil-well drilling equipment. Mobile cranes.	75%

* There are no equipment allowances for crew transportation equipment such as pickups and crummies.