



Minimum Accommodation Requirements Checklist

The accommodation must meet the following requirements. Please note, this is intended as a quick reference guide only. Refer to the Seasonal Worker Programme Approved Employer Guidelines, in particular chapter 4, for full details.

Fair and good value

- The cost must be fair and provide good value for money.
- Any bond must be registered with the appropriate authority.

Costs are transparent

- The basis for the rent charged must be provided in the Accommodation Plan including a breakdown of the costs.
- Where considering value for money, 'like for like' properties in the region will be considered, if possible. Accommodation must be provided at cost.
- The cost of the accommodation must be provided to seasonal workers in the Offer of Employment and show what the cost includes (eg: rent, utilities, cleaning).

Fit for purpose and in good condition

The accommodation must:

- be fit for occupation and use;
- comply with any regulations required by the state, territory or local government/council (for example fire safety, overcrowding);
- be clean, sanitary and tidy at the time of arrival of seasonal workers;
- have water supply, including hot water, that is continuously available and safe for drinking, cooking, bathing and washing;
- have adequate facilities to store food safely, cook and eat (including cooking utensils, crockery, cutlery and drink ware). Kitchen and dining facilities must be adequate for the number of seasonal workers and duration of stay (full kitchen facilities not required if catering is supplied);
- have suitable cleaning, disinfection and pest control where seasonal workers are required to clean the property;
- have adequate heating, cooling and ventilation as required and dictated by the climate;
- have access to adequate laundry facilities for the number of seasonal workers; and
- be maintained in a good condition.

Accessible, safe and secure

The accommodation must:

- allow 24 hour access;
- be lockable by the occupants

- any house rules are to be reasonable, non-discriminatory and clearly communicated;
- where the dwelling will accommodate both male and female seasonal workers, provides separate bathroom facilities, with lockable doors, and separate sleeping areas for single men and women;
- provide storage for each seasonal worker's belongings;
- provide separate lockable storage for each seasonal worker's valuables

Seasonal workers are able to arrange their own accommodation

- Seasonal workers may elect to arrange their own accommodation at their own cost.

Other requirements

The accommodation must:

- have adequate bathroom facilities for the number of seasonal workers. As a minimum, there must be one toilet, hand basin, and shower (or bathtub) for every 10 seasonal workers (or part thereof). (Portable toilets cannot be provided to meet minimum requirements. Transportable toilet blocks may be acceptable, such as dongas).
- provide uncrowded sleeping areas for all seasonal workers – there should be a reasonable walking space between beds, the exits and storage.
- provide a separate bed with a base or bed frame, comfortable and clean mattress, pillow and linen for each seasonal worker (i.e. no mattresses on the floor). Bunk beds should be minimised, triple bunks are prohibited. Where bunk beds are provided, there must be enough clear space between the upper and lower bunks, and the upper bunk and the ceiling.
- Have window coverings installed, and in working order, in all sleeping areas to provide privacy and block-out sunlight; and
- have adequate communal lounge/living area with sufficient seating for the number of seasonal workers.