

# PALM scheme employer responsibilities

APPROVED EMPLOYER	HOST ORGANISATION
<ul style="list-style-type: none"><li>Approved by DEWR and signs the <b>PALM scheme Approved Employer Deed of Agreement</b>.</li></ul>	<ul style="list-style-type: none"><li>Signs a <b>Host Organisation Arrangement</b> with the Approved Employer.</li></ul>
<ul style="list-style-type: none"><li>Can be a <b>direct employer, labour hire organisation</b> or <b>contractor</b>.</li></ul>	<ul style="list-style-type: none"><li>Receives workers from a <b>labour hire organisation</b> or <b>contractor</b>.</li></ul>
<ul style="list-style-type: none"><li><b>Holds legal responsibility</b> for visa sponsorship and compliance with PALM scheme requirements.</li></ul>	<ul style="list-style-type: none"><li><b>Does not hold legal responsibility</b> for visa sponsorship or compliance with PALM scheme requirements.</li></ul>
<ul style="list-style-type: none"><li>Provides <b>accommodation for workers</b> (can be delegated to the host).</li></ul>	<ul style="list-style-type: none"><li>Provides <b>accommodation for workers</b> if agreed.</li></ul>
<ul style="list-style-type: none"><li>Provides <b>transport for workers</b> (can be delegated to the host).</li></ul>	<ul style="list-style-type: none"><li>Provides <b>transport for workers</b> if agreed.</li></ul>
<ul style="list-style-type: none"><li>Appoints a <b>welfare and wellbeing officer</b> for workers and implements the <b>welfare and wellbeing plan</b>.</li></ul>	<ul style="list-style-type: none"><li>Provides <b>day-to-day assistance</b> for workers and supports cultural needs as agreed.</li></ul>
<ul style="list-style-type: none"><li>Maintains <b>compliance</b> with PALM scheme obligations, work, health and safety regulations and welfare matters.</li></ul>	<ul style="list-style-type: none"><li>Maintains <b>compliance</b> with work, health and safety regulations and welfare matters.</li></ul>
<ul style="list-style-type: none"><li><b>Can charge workers permitted fees</b> and make <b>wage deductions</b>.</li></ul>	<ul style="list-style-type: none"><li><b>Cannot charge workers any fees</b> or make <b>wage deductions</b>.</li></ul>
<ul style="list-style-type: none"><li>Ensures any <b>changes to a worker's tasks</b> are consistent with PALM scheme requirements.</li></ul>	<ul style="list-style-type: none"><li>Advises the Approved Employer of any <b>changes to a worker's tasks</b> as soon as practicable.</li></ul>

PALM scheme Approved Employers are required to meet their obligations under the:

**PALM scheme Approved Employer Guidelines**

[palmscheme.gov.au/resources/palm-scheme-approved-employer-guidelines](https://palmscheme.gov.au/resources/palm-scheme-approved-employer-guidelines)

**PALM scheme Approved Employer Deed of Agreement**

[palmscheme.gov.au/resources/palm-scheme-approved-employer-deed-agreement](https://palmscheme.gov.au/resources/palm-scheme-approved-employer-deed-agreement)