

Purpose

This reporting sheet assists contractors to record access activities in the desired outcome areas of Western Power's Disability Access and Inclusion Plan. If services are provided for a range of State Government agencies, this same reporting sheet can be provided to them all.

Once a year the contractor provides this reporting sheet to the contracting State Government agency indicating which outcomes have been progressed with a brief summary of activities undertaken. This sheet also serves as a quick reference for all contractors' staff about how to provide a more accessible service and will assist you to report to your State Government agency about the DAIP outcomes you have supported during your contract.

Name of Contracted Service: _____

Activities by contractors broadly consistent with DAIP outcome areas include:

DAIP Outcome	Activities
1. People with disabilities have the same opportunities as other people to access the services of, and any events organised .	
2. People with disabilities have the same opportunities as other people to access buildings and other facilities .	
3. People with disabilities receive information in a format that will enable them to access the information as readily as other people are able to access it.	
4. People with disabilities receive the same level and quality of service from the staff as other people receive.	
5. People with disabilities have the same opportunities as other people to make complaints .	
6. People with disabilities have the same opportunities as other people to participate in any public consultation .	

Assistance

For details of the Disability Access and Inclusion Plan and related access strategies for your contracting agency, please contact:

- Your Western Power contract officer, or
- Libby McCaffrey, Western Power's DAIP Coordinator, on 9326 6787 or at libby.mccaffrey@westernpower.com.au.

Resources

Additional information about creating access for people with disabilities is available on the Disability Services Commission website in Access and Universal Design at: www.dsc.wa.gov.au

Of particular interest may be:

Access Resource Kit (ARK) – contains information and checklists about the practical issues involved with the provision of access for people with disabilities. Each checklist may be used to identify access barriers and possible ways to overcome these barriers.

Buildings – A Guide to Access Requirements 2001 – provides information on planning, designing, developing and managing buildings and facilities to ensure that they are accessible. Includes information about access codes, standards and relevant legislation.

Creating Accessible Events – assists event organisers and function coordinators design, plan and conduct events which are accessible for people with disabilities.

State Government Access Guidelines for Information, Services and Facilities

You Can Make a Difference to Customer Relations for People with Disabilities in Local Government and State Government Agencies, 2000 – a CD based training package about customer service for people with disabilities. This can be ordered from the Community Access and Information Branch on 9426 9384.