

**Form of compliance reports under sections 151A and 151C of the  
*Telecommunications Act 1997***

For the purpose of paragraph 151A(10)(b) of the *Telecommunications Act 1997* (Telecommunications Act), a compliance report given by a corporation in respect of a standard functional separation undertaking must:

- be in writing;
- include a declaration signed by an authorised representative of the corporation confirming that the information provided in the report is accurate and correct and that the representative is aware that it is an offence under section 137.1 of the *Criminal Code Act 1995* to knowingly give false or misleading information to a Commonwealth entity;
- be submitted electronically to the ACCC in an accessible format; and
- be provided by the due date specified in the undertaking;

and set out, for the relevant reporting period as specified in the undertaking:

- a statement of compliance in respect of the corporation's compliance or otherwise with each of the provisions of the undertaking and sections 151ZF and 151ZG of the Telecommunications Act;
- the measures the corporation has implemented to ensure compliance with the undertaking and sections 151ZF and 151ZG of the Telecommunications Act;
- the details of, including the reasons for and the action taken to address, any instances of the corporation's non-compliance with the undertaking and sections 151ZF and 151ZG of the Telecommunications Act;
- the details of any complaints the corporation received that assert non-compliance with the undertaking and sections 151ZF and 151ZG of the Telecommunications Act, including any actions taken by the corporation in response; and
- any other information specified by the undertaking to be included in the report.

For the purpose of paragraph 151C(10)(b) of the *Telecommunications Act 1997* (Telecommunications Act), a compliance report given by a wholesaler in respect of a joint functional separation undertaking to which it is a party must:

- be in writing;
- include a declaration signed by an authorised representative of the wholesaler confirming that the information provided in the report is accurate and correct and that the representative is aware that it is an offence under section 137.1 of the *Criminal Code Act 1995* to knowingly give false or misleading information to a Commonwealth entity;
- be submitted electronically to the ACCC in an accessible format; and
- be provided by the due date specified in the undertaking;

and set out, for the relevant reporting period as specified in the undertaking:

- a statement of compliance in respect of the wholesaler's compliance or otherwise with each of the provisions of the undertaking and sections 151ZF and 151ZG of the Telecommunications Act;
- the measures the wholesaler has implemented to ensure compliance with the undertaking and sections 151ZF and 151ZG of the Telecommunications Act;
- the details of, including the reasons for and the action taken to address, any instances of the wholesaler's non-compliance with the undertaking and sections 151ZF and 151ZG of the Telecommunications Act;
- the details of any complaints the wholesaler received that assert non-compliance with the undertaking and sections 151ZF and 151ZG of the Telecommunications Act, including any actions taken by the wholesaler in response; and
- any other information specified by the undertaking to be included in the report.

For the purpose of paragraph 151C(11)(b) of the *Telecommunications Act 1997* (Telecommunications Act), a compliance report given by a retailer in respect of a joint functional separation undertaking to which it is a party must:

- be in writing;
- include a declaration signed by an authorised representative of the retailer confirming that the information provided in the report is accurate and correct and that the representative is aware that it is an offence under section 137.1 of the *Criminal Code Act 1995* to knowingly give false or misleading information to a Commonwealth entity;
- be submitted electronically to the ACCC in an accessible format; and
- be provided by the due date specified in the undertaking;

and set out, for the relevant reporting period as specified in the undertaking:

- a statement of compliance in respect of the retailer's compliance or otherwise with each of the provisions of the undertaking and sections 151ZF and 151ZG of the Telecommunications Act;
- the measures the retailer has implemented to ensure compliance with the undertaking and sections 151ZF and 151ZG of the Telecommunications Act;
- the details of, including the reasons for and the action taken to address, any instances of the retailer's non-compliance with the undertaking and sections 151ZF and 151ZG of the Telecommunications Act;
- the details of any complaints the retailer received that assert non-compliance with the undertaking and sections 151ZF and 151ZG of the Telecommunications Act, including any actions taken by the retailer in response; and
- any other information specified by the undertaking to be included in the report.