



## FACT SHEET

# How to Claim the AUKUS Defence Industry Incentive

The AUKUS Defence Industry Incentive (Defence Industry Incentive) provides financial assistance to Western Australian businesses undertaking work in the defence industry in Western Australia, who enter into a training contract with an eligible apprentice, on or after 1 July 2025.

Incentive payments reflect the nominal term of the apprenticeship as listed on the Register of Class A and B qualifications - [www.wa.gov.au/government/publications/class-ab-register-of-qualifications](http://www.wa.gov.au/government/publications/class-ab-register-of-qualifications). For more information about incentive entitlement payments, please see the AUKUS Defence Industry Incentive – Payments fact sheet.

Employers, including Group Training Organisations (GTOs), are able to review their eligibility for the Defence Industry Incentive, and claim payments at each milestone payment point; by accessing the Department of Training and Workforce Development's (the Department) Western Australian Apprenticeship Management System (WAAMS) online client portal.

## Calculation of payments

Training contracts are assessed at the point of registration and again at each milestone payment point. If the contract is found to be eligible for the Defence Industry Incentive, a preliminary payment estimate will be determined and displayed for viewing by the employer in the WAAMS online client portal.

Defence Industry Incentive payments are made at three milestone points:

- Commencement – when the apprentice's probation period has expired;
- Year 2 – one year after the commencement of the training contract (beginning of Year 2); and
- Year 3 – two years after the commencement of the training contract (beginning of Year 3).

If a change has been made to the training contract before or after a milestone payment point has been reached, incentive payments may be recalculated and the employer may be entitled to a pro-rata payment.

For more information about the impact of training contract changes on Incentive payments, please see the AUKUS Defence Industry Incentive – Payments fact sheet.

Employers are able to view recalculated payments in the WAAMS online client portal.

## Viewing milestone payments

By accessing WAAMS, employers are able to view the following information about eligible training contracts:

- details of each payment milestone including payment amounts;
- claim open and end dates; and
- any incomplete tasks that require the employer's attention before they can make an application. For example, the uploading of proof of employment documentation, submission of an enrolment form and so on.

## Claiming incentive payments

Employers must demonstrate eligibility for an entitlement at each milestone payment point. If the milestone point has been reached and all eligibility criteria have been met, then the employer is eligible to submit a claim for the entitlement in the WAAMS portal.

Eligible employers are notified when each claim open date/milestone point is reached, claims for entitlements must be made within 12 months of the claim open date of each milestone.

To claim incentive payments once the claim open date/milestone point has been reached, eligible employers must meet validation requirements as outlined in Appendix 1 of the AUKUS Defence Industry Incentive – Terms and Conditions.

## Using WAAMS to access incentive payments

To view eligibility for the Defence Industry Incentive, review entitlement payments, make claims and have payments made to their nominated bank account; employers require the following WAAMS access levels:

- **WAAMS online client portal login** (<https://waamsportal.dtwd.wa.gov.au>) – this gives employers access to view their training contracts and make approved changes, as required;
- **Employer Incentive User** – this gives employers the ability to claim and view incentive entitlement payments that have been calculated in the system for their organisation; and
- **Financial Administrator** – the organisation's nominated Financial Administrator can create and edit their organisation's bank details and payroll tax status, and view the incentive entitlement payments that have been calculated for their organisation.

Incentive payments cannot be made until all three access levels have been set up by employers in WAAMS.

User guides that can assist employers to set up required access levels and make incentive claims can be found at [www.jobsandskills.wa.gov.au/dii](http://www.jobsandskills.wa.gov.au/dii).

## Further information

T: 13 19 54 (option 2)

E: [employerincentive@dtwd.wa.gov.au](mailto:employerincentive@dtwd.wa.gov.au)

W: [www.jobsandskills.wa.gov.au/defence](http://www.jobsandskills.wa.gov.au/defence)