



Labour and Advanced Education
Employment Nova Scotia

Activity Report

Login to LaMPSS to complete reports <https://lampss.gov.ns.ca>

- Use your Organization ID, User Name, Password then look for the Reports links on your Organization Homepage
- For LaMPSS Help Desk call 1-877-404-7074

Before You Begin

Please visit the program's home page at <http://www.gov.ns.ca/employmentnovascotia/programs/hiring-incentive.asp> and download the Program Guidelines document. Review the Activity Reporting section of the Guidelines document carefully and prepare or gather any supplemental documents required to submit along with this activity report.

Complete this form electronically. You may save it to your local computer or even transfer it between computers. You may continue to edit this form over multiple editing sessions until you are satisfied that the information is complete and all supplemental documents are attached. Once complete, follow the instructions at the end of this form to submit this activity report.

Organization Information

Project Details

Department/Area

LAE-ENS

Program

START

Project title

Agreement start date (DD/MM/YYYY)

Agreement

This section will automatically fill with your organization and agreement information.

The report dates will appear in the upper right-hand corner of each page!

Project Activities

Please provide a status update on each of the project activities in the space provided below. For each activity provide updates on what was accomplished specifically in this reporting period.

Activity Type

WorkExperience

Start date

End date

Location

Activity description

Expected results

Reporting Requirements

This section will automatically fill with your agreement information including Activity Type, Start date, End date, Location, Activity Description, Expected Results and Reporting Requirements

Update/Status this period *

For the reporting period describe employee's progress to date and note any issues, concerns or successes

Please refer to the reporting requirements above for specific details on completing the following section.

	New Added This Period	Actual to Date	Expected
Number of participants *	<div style="border: 2px solid red; width: 100px; height: 20px; background-color: #e6f2ff;"></div>	<p>On your first report, record the # of employees hired under START in "New Added This Period". Future reports will not require you to add anything further here</p>	

Refer to Schedule H of your agreement. Enter the information about the number of participants hired overall (this period) and from the specific Target Groups

 Program : START
 Agreement ID :

Participants

	Actual this Period	Actual to Date	Expected
Total number of participants this period across all activities	0	0	0
Specify the actual number of participants this period by target group.			
Francophone/Acadian	0	0	0
Active EI claimants	0	0	0
African Nova Scotians	0	0	0
Displaced workers	0	0	0
EI Eligible clients	0	0	0
Employed	0	0	0
Income assistance recipients	0	0	0
Older workers	0	0	0
Persons with disabilities	0	0	0
Immigrants	0	0	0
Visible Minority	0	0	0
Aboriginals	0	0	0
Low skilled employed	0	0	0
Unemployed	0	0	0
Youth	0	0	0

Supporting Documentation

Please include any additional documentation required. Refer to the Activity Reporting section of the Program Guidelines for more information on financial reporting requirements for this program.

To attach a document to this report, select the document topic below and click the "Attach a Document" button. Select the file to attach from the file dialog when prompted.

Attached Documentation

Document name	Topic
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There are currently no supporting documents attached to this report.

Reporting Notes

If there are any additional notes please provide them in the space below.

In the text box below include any notes to further explain the information in this report

please provide them in

Submit Report

Enter your LaMPSS Self-Service information below and click the Submit Report button to submit this activity report.

Organization ID *

Username *

Password *

