Contractor Accreditation Application Form (Developer Works / Private Works)

- ◯ **New application (complete all sections of this form)**
- ◯ **Re-accreditation application (complete sections I and II and any other sections if information has changed since your last application)**

Important note

- This Contractor Accreditation Application Form is to be lodged by the contractor who is seeking Accreditation with Wannon Water for works or services concerning the construction of water infrastructure (including Developer's Water Infrastructure and Connection Points related to Private Water Infrastructure) for the first time, or if the contractor is seeking renewal of the Accreditation.
- This form forms part of the Contractor Accreditation Deed and is subject to its terms and conditions. Read the Contractor Accreditation Deed carefully before completing and submitting this form. It is available at Wannon Water's website.
- Any words beginning with capital letters shall have the meaning as set out in the Contractor Accreditation Deed unless otherwise defined herein. Any words beginning with capital letters which are not defined in the Contractor Accreditation Deed or this form shall have the technical meaning which is common in the water infrastructure and construction industry.
- You must submit a complete form. Wannon Water may decline to consider incomplete forms.
- Wannon Water may reject this Accreditation Application Form if:
- you do not meet all requirements as prompted in this Accreditation Application Form;
- you have not submitted a complete Accreditation Application Form including all documentation as required in the Accreditation Application Form to Wannon Water;
- you do not have provided Wannon Water with any certificates and information as prompted in the Accreditation Application Form and/or with any additional information as reasonably required by Wannon Water; and
- Wannon Water is not sufficiently satisfied that you have and will maintain the ability to comply with the obligations under the Accreditation Deed.
- Once, Wannon Water accepts your Accreditation Application Form, we will notify you and will ask you to sign the Contractor Accreditation Deed.
- Only after signature of the Contractor Accreditation Deed by all parties, your Accreditation is complete.
- For applications for Re-Accreditation, please fill in the information under I. and II. And fill in any other field in case that there have been changes compared to your last application for Accreditation or compared to your last renewal application.

I. Company details of the Contractor (the "Contractor")

Australian Company Number (ACN) _____ Australian Business Number (ABN) _____

Company name _____

Business or trading name (if applicable) _____

Registered address _____ Postcode _____

Postal address: _____

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Suburb | Postcode | Phone

Email address

Web address

Contractor's Representatives (for Accreditation with Wannon Water)

Name

Position

Phone | Mobile

Email address

For more information about how Wannon Water collects, uses and protects personal information, please refer to our Privacy Charter.

II. Insurances

1. Public Liability Insurance as required in Contractor Accreditation Deed

Name of insurer

Expiry date | Policy number

2. Workcover Authority Certificate

Expiry date | Policy number

Name of insured

III. Date the business was established

IV. Details of directors and management partners

Name | Position

Name | Position

Name | Position

Name | Position

Name | Position

Name | Position

Name | Position

V. Contractors Personnel

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Name		Position	
Name		Position	
Name		Position	
Name		Position	
Name		Position	
Name		Position	
Name		Position	

VI. Key Personnel (Construction Supervisor/s)

Name		Position	
Name		Position	
Name		Position	
Name		Position	
Name		Position	
Name		Position	
Name		Position	

VII. Accreditation Category, the Contractor wishes to be Accredited for

(For definitions of Accreditation Categories see definition part below)

◯ **1S** Reticulation Sewer ◯ **2S** Branch Sewer ◯ **3S** Major Infrastructure Sewer

◯ **1W** Reticulation Water ◯ **2W** Distribution Water ◯ **1RW** Roofwater Harvesting ◯ **4** Ancillary

Accreditation Category	Definition / Description
1S	**Reticulation Sewer:** Sewer mains (excluding pressure sewer pipelines) < DN 300: This Category of work covers supply and install, testing and commissioning of sewer reticulation, including maintenance structures and connections.
1W	**Reticulation Water:** Water mains < DN 225: This Category of work covers supply and install, testing and commissioning of potable water and recycled water mains (excludes steel pipelines) and connection/ tapping works.
1RW	**Roofwater Harvesting:** Roofwater Harvesting mains < DN 300: This Category of work covers supply and install, testing and commissioning of roofwater harvesting mains, including maintenance structures and connections.
2S	**Branch Sewer:** Sewer mains >=DN 300: This Category of work covers supply and install, testing and commissioning of sewer pipelines including maintenance structures. Applicants must demonstrate they meet the assessment criteria and other prerequisites for Category **1S** to be eligible for accreditation in this Category.
2W	**Distribution Water:** Water mains >=DN225: This Category of work covers supply and install, testing and commissioning of potable water and recycled water mains (excludes steel pipelines) and connection/ tapping works. Applicants must demonstrate they meet the assessment criteria and other prerequisites for Category **1W** to be eligible for accreditation in this Category.

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3S	**Major Infrastructure Sewer:** this category of work covers the supply and install of Sewerage Pumping Stations, rising (pressure) mains, mechanical and electrical equipment, including electrical supply and control, and switchboard and cabinet construction. It also covers supply and install of pressure sewer systems that includes On-property collection/grinder pump units, mechanical and electrical equipment, electrical supply and control, switchboard and cabinet construction, and construction of the pressure main. Applicants must demonstrate they meet the assessment criteria and other prerequisites for Category **1S** to be eligible for accreditation in this Category.
4	**Ancillary:** This category covers testing for categories 1 to 4.

VIII. Requirements for the Contractor's Personnel

1. The requirements set out in the Accreditation Requirements Table below are the minimum requirements for the experience, qualifications and skills of the Contractor's Personnel. The Accreditation of a Contractor does not release the Contractor from its obligations set out in the Contractor Accreditation Deed regarding the experience, qualifications and skills of the Contractor's Personnel.

2. "Contractors Personnel" means the Contractor's officers, employees, agents, subcontractors, and the officers, employees and agents of subcontractors, and other persons engaged by the Contractor in connection with the undertaking of the Works or Services, including testing of works (as is relevant to the Contractor) and includes Key Personnel.

3. Each of the Contractor's Personnel must have an OHS Industry Induction Card (Red or White) irrespective of the type of Works or Services to be performed as well as any other qualification as required by Law, including OH&S Law.

4. "Key Personnel" means the employees that perform the Key Roles of construction supervisor.

5. Each of the Contractor's Key Personnel must fulfil all of the qualifications which are set out below in the column 'Personnel Qualifications' of the Accreditation Requirements Table.

6. The Construction Supervisor must be an employee of the Contractor.

7. In addition to the requirements for the Contractor's Personnel, if the Contractor is incorporated, the corporation must fulfil the requirements set out under 'Competencies' and under 'Company Requirements' of the Accreditation Requirements Table. If the Contractor is not incorporated, the sole trader itself has to fulfil these requirements.

8. Each requirement set out in the columns 'Personnel Qualifications' and 'Company Requirements' of the Accreditation Requirements Table must remain valid for a period of minimum 12 months after the submission of this Accreditation Application Form.

Accreditation Requirements Table

Personnel Qualifications	Construction Supervisor	Company or Contractor itself if not incorporated
M = Mandatory D = Desirable S = Sewer W = Water RW = Roofwater Harvesting **All or numbers in brackets = The respective requirements apply to all Accreditation Categories the Contractor is seeking Accreditation for or to the Accreditation Category as specified in the Definition section above.**		
OHS Industry Induction (Red/White Card) Certificate	M (All)	
Confined Space training Certificate	M (All)	
Confined Space training (awareness) Certificate	M (All)	
Pipe laying accreditation Qualification (RIICRC208A or equivalent). Is now replaced by RIICRC208D	M (All)	

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Trench shoring Certificate (RIICCM210A or equivalent).	M (All)	
Mobile Plant Operator Training Certificate (RIIMPO320B or NOHSC 7019 LE).	M (All)	
Dogman	D (All)	
Manual Handling	D (All)	
Worksite Traffic Management Certificate	D (All)	
Polyethylene Welding Accreditation Certificate	M (All)	
Spotters Electrical Safety Training Certificate	D (All)	
Sintakote Pipe laying Accreditation Certificate	M (4W)	
Authorised Welding Co-ordinator, shall hold as a minimum: (a) International Institute of Welding (IIW) International Welding Engineer (IWE), IIW, International Welding Technologist (IWT) or IIW International Welding Specialist (IWS) (Certificate of qualification)	M(4W)	
The Qualified Welding Inspector: (a) IIW IWE, IWT, IWS, IIW International Welding Inspector Standard Level (IWI S); or (b) current WTIA Welding Inspector Certification	M(4W)	
Asbestos Handling Licence		
Asbestos Awareness Training Certificate	M (All)	
First Aid/CPR Training Certificate	M (All)	
Working at heights Training Certificate	M (All)	
Competencies		
Substantial participation in three (3) previous relevant works. Please provide the additional information (references, etc) requested below.		M (2,3)
Company Requirements		
Management System 3rd Party Certified to ISO 9001, ISO 14001, AS 4801. or Civil Construction Management Code (CCF)		M (All)
Public Liability Insurance AU$20M (Certificate of currency)		M (All)
Current WorkCover insurance (Certificate of currency)		M (All)
Holder of relevant MRWA Edition of Sewerage Code of Australia WSA 02.		M (All)
Holder of relevant MRWA Edition of Water Code of Australia WSA 03.		M (All)
Holder of Sewerage Pumping Station Code WSA 04.		M (3S)
Holder of Pressure Sewer Code WSA 07.		M (1S, 3S)
Holder of relevant WANNON WATER Specifications and standards (supplements).		M (All)
NATA Calibration Certificates (testing only)		M (All)

IX. Mandatory attachments

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1. The Contractor must submit a copy of the certificates for every qualification which is mandatory for the Construction Supervisor and for every Company Requirement as listed in the Accreditation Requirements Table above.
2. The Contractor must submit a skills matrix table for the Contractor's Personnel that confirms qualifications and training.
3. If the Contractor proposes a replacement of the person of the Construction Supervisor or an additional Construction Supervisor, the Contractor must with its notification according to subsection 12.2(c) of the Contractor Accreditation Deed, submit a copy of the certificates for the replacement person or additional person for every qualification which is mandatory for the role Construction Supervisor

X. Questionnaire

Regulatory action/ Incidents and Injury

Has there ever been any investigation, civil claim or criminal action relating to an incident or injury to the Contractor's employees, agents or contractors including any occupational health and safety matters;

YES ◯ NO ◯

If yes provide details:

Which steps did the Contractor undertake to avoid such an occurrence in the future?

Civil or criminal claims action construction work

Has there ever been any civil or criminal claim or action against the Contractor in respect of any construction work undertaken, including Works or Services?

YES ◯ NO ◯

If yes provide details:

Which steps did the Contractor undertake to avoid such an occurrence in the future?

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History with Australian Water Authorities

Has the Contractor had any situation where it has had its entitlement to undertake work revoked, cancelled or suspended by any other Australian water authority;

YES ◯ NO ◯

If yes provide details:

Which steps did the Contractor undertake to avoid such an occurrence in the future?

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XI. Rapid Global Contractor Management System

Wannon Water uses Rapid Global Contractor management system to collect, store and communicate with accredited contractors.

By signing this application, the Contractor confirms that it will ensure all relevant personnel complete the applicable Rapid Global registration and induction requirements before coming any Works or Services.

XII. Competencies / Company Reference

Provide the following information for the three (3) most recent relevant contracts completed by the Contractor. The applicant confirms that each nominated referee has agreed to their contact details being provided to Wannon Water and understands that Wannon Water may contact them to verify the information in this application.

	1st Contract	2nd Contract	3rd Contract
Contract Description			
Client			
Name of Client Contact			
Phone Number Client Contact			
No. of lost-time injuries			
Total number of work hours on contract			
Total days lost-time due to injuries			

Declaration

This declaration must be signed by a managing partner, director or other senior manager who has the authority to represent the Contractor.

I declare that:

- I am authorised to submit this application on behalf of the Contractor;
- I have read and understood this application;
- the Contractor and its nominated Key Personnel satisfy the mandatory requirements applicable to the Accreditation categories applied;
- the information and supporting documents provided with this application are accurate, complete, true and the information and supporting documents provided with this application are accurate, complete, true and correct in every detail, and is not misleading.

Name

Position

Signature

Date

(Please print name and position in BLOCK LETTERS)

Lodgement

Please use the details provided below:

Wannon Water
PO Box 1158
Warrnambool VIC 3280

Telephone: 1300 926 666
Email: info@wannonwater.com.au