



WA INDUSTRY PARTICIPATION STRATEGY

STANDARD PARTICIPATION PLAN TEMPLATE (Full) *Housing and Works Projects*

DRAFT



This Participation Plan will contribute 20% of the overall Tender Evaluation.

Completing this Participation Plan is a mandatory requirement.

Guiding documents are available at www.jtsi.wa.gov.au

The Industry Participation Advisory Service (IPAS) from the Department of Jobs, Tourism, Science and Innovation can assist businesses with questions relating to this template.

Please phone 9222 or email....

Prepared by: *Name of business or organisation*

Plan version: *"Draft" or "Final"*

Authorised by: *Name and position of person authorising submission of this Participation Plan to the Department of Jobs, Tourism, Science and Innovation*

Government Agency or Entity: *Name of the Government Agency managing project (client), if applicable.*

Government Contact: *Name of Government Agency or Entity's project manager*

Government Contact details: *Contact phone and email for project manager*



Part A: Project/Contract Details

Head contractor details:

1. **Name of head contractor:** Click here to enter text.
2. **Contact person for this document:** Click here to enter text.
3. **Contact phone number:** Click here to enter text.
4. **Contact email:** Click here to enter text.
5. **Business website:** Click here to enter text.
6. **Business address:** Click here to enter text.
7. **Is this business registered as an Aboriginal Business?** Click here to enter text.

Project description:

8. **Tender number (if applicable):** Click here to enter text.
9. **Project location:** Click here to enter text.
10. **Project title:** Click here to enter text.
11. **Project description/ scope:** Click here to enter text.
12. **Procurement delivery model:** Choose an item.
13. **Estimated capital cost of project/contract (\$AUD)** Click here to enter text.
14. **Estimated contract timeframe (years, months):** Click here to enter text.
15. **Anticipated contract start date:** Click here to enter a date.

Part B: Employment

16. **Estimate employment during the contract period (both direct and sub-contractors):**
 - a) **Peak onsite:** Click here to enter text.
 - b) **Peak offsite:** Click here to enter text.



17. **Would contract award result in the engagement of new employees or retention of existing employees? If yes, please outline the location and roles of these positions.** [Click here to enter text.](#)
18. **Does this project fall under the Priority Start Policy?** [Choose any item.](#)
- a) **If yes, please outline the required apprenticeship trainee rate.** [Click here to enter text.](#)
- b) **If no, please estimate the number and location of trainees and apprentices involved in the project.** [Click here to enter text.](#)

Part C: Other Local Benefits

19. a) **Please list, and provide details of other qualitative and quantitative benefits expected to be generated in Western Australia (metropolitan and regional), Australia and New Zealand through the contract. This should encompass:**
- (i) promoting the diversification and growth of the Western Australian economy by targeting supply opportunities for local industry;
 - (ii) providing suppliers of goods or services with increased access to, and raised awareness of, local industry capability;
 - (iii) encouraging local industry to adopt, where appropriate, world's best practice in workplace innovation and the use of new technologies and materials;
 - (iv) promoting increased opportunities for local industry to develop import replacement capacity by giving local industry, in particular small or medium enterprises, full, fair and reasonable opportunity to compete against foreign suppliers or goods or services.
- b) **If this contract is for regional delivery, please outline anticipated regional employment, regional business participation as sub-contractors and suppliers, generation of regional apprenticeships and traineeships and any another identifiable benefits to the regional economy.**
- Please include within your response your willingness to work with the Regional Development Commissions' local content officers in the identification and consideration of regional capability.** [Click here to enter text.](#)
- c) **Will you be engaging Aboriginal businesses, or employees, for this contract? If yes, provide details including name, activity and value?** [Click here to enter text.](#)



Part D: Sub-contracting and Supply Arrangements

20. For this tender, please list the major packages over \$x sub-contractors and suppliers (where known) that you would use to deliver this contract.

Package	Sub-contractor / supplier	Estimated value	Estimated portion of contract value		
			Western Australian	Other Australian States/Territories/ NZ	Overseas

21. For this tender, please list any packages where you foresee local businesses will be in competition with overseas businesses?

Package	Estimated value

22. Please list any packages that will be advertised to the open market.

Package	Estimated value	Is there a Prequalification requirement?	How will opportunities be communicated?

23. Please outline how you will ensure that local industry is given full, fair and reasonable opportunity to participate in the project? [Click here to enter text.](#)

24. For sub-contractors which will outsource components of the package to other businesses, what mechanisms are used to ensure that the obligation to provide full, fair and reasonable opportunity to local industry is passed on to relevant sub-contractors? [Click here to enter text.](#)

25. For this project, will you offer feedback to unsuccessful business that sought participation as sub-contractors? Please describe this process. [Click here to enter text.](#)



26. Will you be specifying standards to sub-contractors beyond those prescribed in the tender? If yes, will these be Australian standards? Yes/No. If no please explain? [Click here to enter text.](#)

27. Please estimate the overall local content outcomes expected during design (if relevant) construction and operation (if relevant) phases:

Project phase	WA (\$AUD or %)	Other Australian States/Territories/NZ (\$AUD or %)	Overseas (\$AUD or %)
Design			
Construction			
Operation			
Total			

Part E: Implementation

28. Please provide the contact details of the person responsible for the Participation Plan. [Click here to enter text.](#)

Part F: Reporting

Reporting on the implementation of this participation plan will be determined by the duration of the contract. The required reporting dates will be inserted into the contract. Please see attachment A for a reporting template.

Part G: Liaison

29. Will you liaise with IPAS/local content officers on local participation issues? This could include focus on local suppliers' relative competitiveness and means of enhancement and identification and pursuit of import replacement opportunities. Yes/No



Part H: Declaration

I, _____, being an authorised person, declare that the information in this Participation Plan to the best of my knowledge is true, accurate and complete.

I agree to the Department of Jobs, Tourism, Science and Innovation contacting the nominated contact person to seek clarity, further information and/or verification of information contained within this Industry Participation

Signature:

Position: Provide position title

Date: [Click here to enter a date.](#)

Part I: Definitions

Local Content: The term local content is referred to as the portion of the contracted value of a product or service generated within a jurisdiction. These include regional Western Australia, total Western Australia, the rest of Australia and New Zealand. Local Content is generally expressed as a percentage of total content.

Local Business: A business that is located in Australia or New Zealand and manages the contract from the Australian or New Zealand office.

Regional Business: A business that is located outside of a metropolitan area within Australia or New Zealand.

Full, fair and reasonable opportunity:

Full: Australian and New Zealand industry is afforded the same opportunity as other global supply chain partners to participate in all aspects of a project (e.g. design, engineering, project management, professional services, IT architecture).

Fair: Australian and New Zealand industry is provided the same opportunity as global suppliers to compete on projects on an equal and transparent basis, including being given reasonable time to tender.

Reasonable: Tenders are free from non-market burdens that might rule out Australian industry and are structured in such a way as to provide Australian and New Zealand industries the opportunity to participate in projects.