



WA INDUSTRY PARTICIPATION STRATEGY

STANDARD PARTICIPATION PLAN REPORTING TEMPLATE (Core) *All Projects*



WESTERN AUSTRALIA INDUSTRY PARTICIPATION STRATEGY STANDARD PARTICIPATION PLAN REPORTING TEMPLATE (CORE) – ALL PROJECTS

This template is designed for reporting against Core Industry Participation Plans (Plan) for contracts of:

- \$0.25 million or more but less than \$2 million delivered in Regional Western Australia (dependent on form of procurement).
- \$0.5 million or more but less than \$10 million delivered in Metropolitan Western Australia (dependent on form of procurement).

(All prices are GST inclusive)

Annual reporting on local SME participation is required throughout the duration of the contract on each anniversary of the contract award date, or as negotiated with the responsible Government Agency. For contracts less than twelve months in duration, only one report on completion is required. A final Plan Implementation Report is due at contract completion. Reporting requirements are a contractual obligation.

Failure of your organisation to comply, in part or in whole, with the commitments in your Plan will be a factor that will be taken into account in the award of future contracts for the Government of Western Australia and may be considered a breach of contractual agreements.

Please forward this completed plan to the responsible Government Agency.

Please phone (08) ? for any enquiries concerning your Plan



Part A: Project/Contract Details

Business Name:				
Project Manager:				
Telephone:		Email:		
Address:	Head Office <input type="checkbox"/>	Branch Office <input type="checkbox"/>	Warehouse <input type="checkbox"/>	Other (please specify) <input type="checkbox"/>
Contract Title:				
Contract Reference Number:				
Contract Procuring Agency:				
Contract Award Date:				
Contract Value (\$AUD):				
Contract Spend to Date (\$AUD):				
Report Date:				



Part B: Employment

Your Company:

New Employees		Retained Employees	
Number	Location	Number	Location

Sub-Contractors (if known):

New Employees		Retained Employees	
Number	Location	Number	Location

Apprentices/trainees:

New Apprentices/trainees		Retained Apprentices/trainees	
Number	Location	Number	Location

Sub-Contractors (if known):

New Employees		Retained Employees	
Number	Location	Number	Location



Part C: Other Local Benefits

Estimate division of contract value at report date:

WA metro %	WA regional %	Australian and New Zealand %	Overseas %

Did you engage Aboriginal businesses, or employees, for this contract? If yes, provide details including name, activity and value? [Click here to enter text.](#)

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

Part D: Liaison

Did you provide feedback to unsuccessful business seeking sub-contractual activity? Yes/No

Part E: 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 Plan.

Signature:

Position: Provide position title

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



Part F: 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 and 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.