Accredited Contractors List for Land Development

This document outlines the principles, requirements, and performance expectations governing the management of SA Water's Accredited Contractors List for Land Development (the "List").

It establishes the accreditation, performance, and compliance obligations applicable to contractors seeking inclusion on, or maintaining accreditation within, the List.

SA Water reserves the right to amend these Guiding Principles at any time and without prior notice.

Item	Subject	Details
1	**Term**	A contractor's accreditation will remain valid provided all accreditation criteria and performance requirements continue to be satisfied, or until the expiry, replacement, or withdrawal of the List.
2	**Communication**	Communications will be issued to the contact details maintained within SA Water's Contractor Management System and may include updated standards, changes to training requirements, industry safety information, and other relevant notifications. Contractors are responsible for ensuring their contact details remain current at all times. SA Water intends to conduct two contractor forums annually. Contractors are required to attend a minimum of one contractor forum in each calendar year.
3	**Published details**	The List will be published on SA Water's website and may include the following information - Contractor's name, registered address, and contact details - Category of accreditation - Performance reporting score
4	**Contractor Management System (CMS)**	Contractors must maintain accreditation within the Contractor Management System (CMS) and ensure all organisational and contact information remains accurate and current.

Government of South Australia
South Australian Water Corporation
250 Victoria Square/Tarntanyangga ADELAIDE SA 5000
GPO Box 1751 ADELAIDE SA 5001
1300 650 950
ABN 69 336 525 019
sawater.com.au

Item	Subject	Details
5	**Training requirements**	Contractors must comply with all applicable SA Water training requirements and maintain records demonstrating the competency and training of personnel engaged in accredited works.
6	**Contractor performance evaluation**	At the completion of any works the SA Water representative will evaluate performance in accordance with the following performance metrics. **Metric A – Quality Assurance Delivery** - Compliance with Design, SAW Technical Standards & ITP. **Metric B – Construction Supervision** - Surveillance of all personnel and sub-contractors undertaking works. **Metric C – Non-Conformances** - Frequency, Timeliness of reports and corrective actions. **Metric D – Communication** - 48-hour notification of Hold/Witness Points, RFI's raised to superintendent, schedule updated **Metric E – Project / Site Management** - Project, Stakeholder, WHS, Environment and Heritage controls SA Water representatives will assess and score contractor performance against each performance metric. Performance records will be maintained for each project and may be considered in determining a contractor's ongoing suitability for List accreditation.
7	**Contractor performance management**	**7.1 Performance expectations** Contractors must undertake all work in accordance with; - The Developer Agreement Formal Instrument. - Their approved accreditation category. - The Water Supply Code of Australia, including applicable SA Water supplements. - SA Water Technical Standards, Technical Guidelines and Construction Manual Drawings. - Accepted Issued for Construction documentation. Failure to comply with these requirements may result in performance management actions, suspension, or removal from the List.

Item	Subject	Details
		7.2 Non-conformances In accordance with SA Water Land Development agreement, SA Water representatives may request a non-conformance notification be raised and managed in accordance with the contractor's quality management system. SA Water will collaborate with contractor, accredited superintendent, design consultant, and developer to ensure satisfactory corrective actions are completed in a timely manner. SA Water may request meeting with contractor to discuss performance and technical matters arising from non-conformances. **7.3 Experience & Capability** Contractors must maintain demonstrable and relevant industry experience. - Where a contractor has not completed a major land development project within a period of two years, SA Water may request evidence of alternative relevant experience and capability. - If satisfactory evidence is not provided, or if the contractor fails to respond within the time specified by SA Water, the contractor may be removed from the List and required to resubmit a new application should reinstatement be sought. **7.4 Training** SA Water supports the ongoing development and capability of the industry. Contractors must maintain compliance with all accreditation training requirements and may be directed by SA Water to undertake additional training where considered necessary. Upon request, contractors must provide evidence of personnel competence and training records to SA Water or the relevant land developer.

Item	Subject	Details
		7.5 Insurances, Licences & Certification Contractors must maintain current and valid insurances, licences, registrations, and certifications required for the performance of accredited works and must provide evidence upon request. Such requirements include, but are not limited to: - Public Liability Insurance - Professional Indemnity Insurance - Return To Work SA registration (or equivalent) - Consumer and Business Services (CBS) Builder's and Supervisor's Licences for Civil Construction. - Certification of an Integrated Quality Management System. **7.6 Contractor performance report monitoring** Performance metrics are monitored and assessed for each project, with a performance score assigned to each contractor upon completion of the works. Where a contractor fails to achieve SA Water's minimum performance score requirements, SA Water may require the contractor to attend a performance review meeting to discuss identified concerns and develop an agreed Performance Improvement Plan. Where a Performance Improvement Plan cannot be satisfactorily implemented, or the required improvements are not achieved within a reasonable timeframe determined by SA Water, the contractor may be suspended from or removed from the List. Such action will be communicated to the contractor in writing and will be at the sole discretion of SA Water.
8	**Suspension or removal from the List**	A contractor may be suspended from or removed from the List if they fail to maintain the required accreditation criteria, or if a performance improvement plan cannot be satisfactorily implemented or achieved to meet Safety, Environment, Heritage, Quality, or any other requirements deemed necessary by SA Water.

Item	Subject	Details
		Where a contractor is suspended from the List, the matters giving rise to the suspension must be rectified within a reasonable timeframe specified by SA Water. Failure to address these matters within the nominated period may result in the contractor's removal from the List. Where a contractor is removed from the List, SA Water will determine and advise an applicable exclusion period. Prior to being considered for reinstatement, the contractor must demonstrate that all issues and requirements that led to their removal have been satisfactorily addressed. The contractor will not be eligible to reapply for inclusion on the List until these requirements have been met and the exclusion period, where applicable, has expired. SA Water's decision to suspend or remove a contractor from the List is final and binding. **Grounds for suspension or removal from the List include, but are not limited to:** • Breaches of the guiding principles, including accreditation requirements. • Failure to meet contractor performance requirements, or failure to implement and achieve performance improvements in accordance with an approved improvement plan. • Work Health and Safety (WHS) breaches resulting in the involvement of SafeWork SA. • Environmental breaches resulting in the involvement of the Environment Protection Authority (EPA). • Engagement in illegal activities or the commission of a serious tortious act. • Actions or omissions that cause, or have the potential to cause, damage to network infrastructure or operations, compromise customer health and safety, or result in reputational harm to SA Water. • Conducting business or operations in a manner that is inconsistent with, or demonstrates disregard

Item	Subject	Details
		for, SA Water's sustainability, diversity, and inclusion policies.
9	**Adding contractors to the List**	Contractors may apply for inclusion on the List by submitting the prescribed application and supporting documentation. SA Water will assess applications against the evaluation criteria specified in the returnable schedules, including competency, training, experience, capability, and compliance requirements. SA Water reserves the right to request additional information or evidence to verify any aspect of an application. Applicants will generally be advised of the outcome of their application within eight weeks of receipt of a complete submission. The contact point for new applications for Accredited Contractor List for Land Development is majorld@sawater.com.au