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# ENGAGEMENT OF SUBCONTRACTORS FOR PHYSICAL WORKS - SCOPE OF WORK

<b>01 Describe the work to be performed</b> <ul style="list-style-type: none"> <li>To use sub-contractors, and sub-contracting companies to provide services to WesTrac</li> <li>All other requirements per the relevant and Principal Scope of Works</li> </ul>
<b>02 Extra requirements to the Pre-Qualification</b> <ul style="list-style-type: none"> <li>Ensure sub-contractors are inducted and on-boarded as per WesTrac's requirements</li> <li>Ensure sub-contractors to comply with all requirements in the specific Scope of Work categories</li> <li>Provide supervision to sub-contracted workers</li> <li>Provide performance management system of sub-contractors</li> <li>Ensure sub-contracted company complies with WesTrac systems and processes</li> <li>Ensure sub contracted company only complete work that hiring company has pre-qualified for</li> <li>Ensure sub contracted company does not sub-contract out provide work</li> <li>Ensure sub contracted company agree to regular safety and performance audits on their employees and business for conformance to WesTrac standards</li> <li>Verify sub contracted company employees have relevant licences for any equipment / tooling used on WesTrac sites</li> <li>All other requirements per the Principal Scope of Works</li> </ul>
<b>03 Other Scopes of Work required or relevant to this task</b> <ul style="list-style-type: none"> <li>Nil</li> </ul>
<b>04 Policies, procedures and inductions that may be relevant to this Scope of Work</b> <ul style="list-style-type: none"> <li>As per the Principal Scope of Works</li> <li>As per the relevant scope of works sub-contractors are used for</li> </ul>
<b>05 Describe who supplies the materials</b> <ul style="list-style-type: none"> <li>The decision as to who is providing hardware and materials is to be clarified at the time the purchase order is raised, between the Contracting company and the requisitioner</li> <li>The Contracting Company is to provide all tools necessary to complete the works</li> <li>WesTrac may, at its discretion, provide consumables or tooling that it deems necessary to complete the task</li> </ul>
<b>06 Describe how the work will be measured</b> <ul style="list-style-type: none"> <li>The hiring company is 100% responsible for the performance of the sub-contracting company</li> <li>The Contracting Company will be measured against safety, quality, velocity, cost and people-based metrics.</li> <li>The relevant WesTrac department will conduct reviews, feedback sessions and other performance management tools it deems necessary</li> </ul>
<b>07 Describe at what point will the work be accepted</b> <ul style="list-style-type: none"> <li>The Contracting company is to provide WesTrac a Service Entry Sheet, maintenance report, commissioning report or similar outlining works and testing completed</li> <li>The completed works will be tested and verified complete by both the Contracting Company and WesTrac</li> <li>The services as requested in the Purchase order will be deemed to be delivered by WesTrac</li> <li>Acceptance will also be in accordance with WesTrac's Terms &amp; Conditions or Standing offer</li> <li>Any large discrepancies in cost to be scrutinised between both parties</li> </ul>