

What is APiC?

Aboriginal Participation in Construction (APiC) is a NSW Government policy designed to encourage the construction industry to create opportunities for Aboriginal people, Aboriginal owned businesses and Aboriginal communities. APiC applies to most construction contracts over \$1 million. The key mandatory requirement of APiC is that a minimum of 1.5% of the total awarded contract value, minus exclusions, is directed to Aboriginal employment and training.

Roads and Maritime Services is committed to ensuring that its contractors and suppliers meet their APiC obligations. This factsheet has been developed to assist contractors in the practical application of the policy.

Why does it matter to me?

If you are a contractor looking to lodge a tender submission for a NSW Government contract over \$1 million you need to be aware of your obligations and how to apply APiC. The updated policy has been in place since 1 July 2018, so you are encouraged to review it to ensure you are up to date with any changes. See the full policy at rms.work/apicpolicy.

What you need to know about the tender process

When you are submitting a tender for any Roads and Maritime project over \$1 million you must also submit an Aboriginal Participation Plan. Your plan must outline how you will use the 1.5% Aboriginal participation spend. The spend can be used for one, or a combination, of the following:

- Employing Aboriginal people
- Engaging Aboriginal businesses for goods, materials, works or services
- Providing education or training programs for Aboriginal people and delivery of Aboriginal education programs and courses to its employees
- Approved expenses for engaging Aboriginal organisations to help you meet the APiC targets.

My tender was approved, what do I need to do now?

If you were the contact person listed on the Contract Award Notice you are responsible for having your Aboriginal Participation Plan approved by Roads and Maritime. You then need to enter your company's Aboriginal Participation Plan into the Aboriginal Participation Portal.

The Aboriginal Participation portal is hosted by the Department of Finance, Services and Innovation (DFSI) and is an easy way to report on your APiC progress. It is important that your data is accurate and entered correctly so that Roads and Maritime staff are kept up to date with your project. Access the portal at rms.work/apicportal.

If your awarded contract is over \$10 million you need to report monthly. If your project is under \$10 million reporting is quarterly.

The information that you enter into this portal will be used by Roads and Maritime to track your APiC spend.

My project has been completed, how do I close off my APiC spend?

At the end of the project you should submit your final report via the Aboriginal Participation Portal outlining how you budgeted for and spent your APiC target.

You must spend the full Aboriginal participation spend as you have outlined in your approved Aboriginal Participation Plan. If for any reason this was not achieved the remaining funds will be allocated to one of the following approved bodies:

- Master Builders Association or
- Literacy for Life Foundation.

More questions?

Please visit the following:

- Roads and Maritime Services page on APiC rms.work/apic
- More information regarding Aboriginal participation, as well as templates and examples of Aboriginal Participation Plans, is available on the ProcurePoint website rms.work/apicportal
- Contact APiC@rms.nsw.gov.au.