

Our Ref: DOC/21/57666

To Whom it May Concern,

**RE: East Gippsland Water Third Party Works Accreditation Process for Design Consultants**

East Gippsland Water (EGW) requires accredited Consultants to design water & sewerage infrastructure that interfaces with existing EGW assets. In many cases the new water & sewerage infrastructure, once formally accepted, will become the property of EGW in perpetuity, for the purposes of ongoing operation, maintenance and future renewal. For this reason, EGW has a responsibility to ensure that Consultants designing such infrastructure are appropriately qualified and experienced – including familiarity with relevant EGW specific and industry standards.

If a business wishes to become accredited with EGW, an application in writing must be submitted to [Developerworks@egwater.vic.gov.au](mailto:Developerworks@egwater.vic.gov.au). This application shall include the attached EGW Form F176 along with relevant supporting documentation. EGW will then assess the application, request any further information if required, and inform the business regarding the outcome of the accreditation application.

Key accreditation criteria include:

- 1) Evidence of accreditation with another Victorian Water Authority or Victorian Government Agency;
- 2) Familiarity with, and acceptance of, relevant EGW and industry standards;
- 3) Evidence of current insurances relevant to the proposed scope of accreditation;
- 4) Evidence of relevant qualifications for all personnel proposed to be involved in the design works, including appropriate supervision of related construction works;
- 5) Evidence of previous experience in the design of equivalent water & sewerage infrastructure;

Construction of new water & sewerage infrastructure is a critical function for EGW. Proper accreditation of Consultants & Contractors is therefore a key requirement for the delivery of high-quality infrastructure for EGW customers.

Consultants are required to enter into a written agreement with EGW for the supervision of related construction works prior to the commencement of construction.

Consultants are required to demonstrate appropriate accreditation for design & other engineering works, including evidence of registration on a national or Victorian register of engineers.

Consultants appearing on EGW's accredited list will be subject to review and required to be provided updated certificates of currency as required. Should EGW become aware of any significant breaches of Occupational, Health and Safety, Environmental legislation or other laws,

or failure to meet baseline quality standards, EGW reserves the right to remove contractors from the accredited list. Should you require any further information concerning the accreditation process, please contact EGW Land Development by email at [Developerworks@egwater.vic.gov.au](mailto:Developerworks@egwater.vic.gov.au).

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Neville Pearce', written in a cursive style.

**NEVILLE PEARCE**  
**EXECUTIVE MANAGER SERVICE DELIVERY**



FORM F176

**Request for Accreditation to Conduct Third Party Works on EGW  
Infrastructure**

**DESIGN CONSULTANT**

1. Consultancy Name: \_\_\_\_\_

2. Proposed Accreditation Type (Water, Sewerage, Electrical, Pump Station):  
\_\_\_\_\_

3. Confirm Acceptance of Relevant Standards:

	Accepted	N/A
WSA 03-2011 Version 3.2 (Water Infrastructure)		
WSA 02-2014 Version 3.2 (Gravity Sewerage Infrastructure)		
WSA 07-2007 (Pressure Sewerage)		
WSA 04-2005 (Sewage Pumping Station)		
EGW Technical Bulletins		
EGW Standard Technical Specification – Water Main Construction		
EGW Standard Detail Drawings – Water Main Construction		
EGW Standard Electrical & Controls Specification		

4. Key Personnel Details (attach relevant CV's & Qualification Records)

5. Evidence of Accreditation with other Victorian Water Authority or Victorian Government Agency (attach relevant accreditation/s)

6. Evidence of Current Insurances (attach Certificates of Currency – WorkCover, Public Liability Insurance {\$20M}, Professional Indemnity Insurance {\$10M})

7. Previous Experience of similar design works (attach drawings from previous equivalent projects), as well as experience of supervision and contract management of related construction works.

## DECLARATION

I: [full name]	
of: [address]	

I declare that the information provided in support of this request for accreditation is true and correct at the time of submission.

Declared at:			
this:		day of:	20
Signature of person making this declaration:			
Position:			
Full business name of Consultancy represented:			