



Queensland Charter for Local Content Compliance and reporting guidelines

The Department of State Development, Infrastructure and Planning connects industries, businesses, communities and government (at all levels) to leverage regions' strengths to generate sustainable and enduring economic growth that supports well-planned, inclusive and resilient communities.

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How to use this document

These guidelines explain how the principles of the Queensland Charter for Local Content (**Charter**) are collaboratively supported by Queensland Government Agencies, Government Owned Corporations (**GOCs**), Rail Government Entities, Managing Contractors (by definition including head contractors, prime contractors, constructors, grant recipients, or successful tenderers), grant applicants and tenderers. These guidelines should be read in conjunction with the Charter and other Queensland Government procurement policies.

Section 4 of these guidelines provides information for Government Agencies, GOCs and Rail Government Entities to assist them to comply with the Charter for eligible projects.

Section 5 of these guidelines provides information to assist successful tenderers and grant recipients to support the principles of the Charter as Managing Contractor for eligible projects.

Section 6 of these guidelines assists grant applicants and tenderers understand what information may be required in their application.

The remaining sections of these guidelines provide general Charter information and resources suitable to all audiences.

1. Introduction

The Charter is the local industry policy under the [Queensland Industry Participation Policy Act 2011 \(QIPP Act\)](#) and is administered by the Department of State Development, Infrastructure and Planning (**Department**). The State introduced the first local industry policy in December 1999 to increase local suppliers' participation in government procurement.

The Charter provides a framework for ensuring best practice in local content procurement undertaken or funded, whether wholly or partially, by the State. The Charter intends to minimise the compliance burden on Government Agencies and Managing Contractors, and ensure full, fair and reasonable opportunity for local suppliers.

The Charter tracks contract values awarded to local industries, demonstrating the Queensland Government's success in promoting local content. This process enables the Government to help build capability and capacity within Queensland industries and encourages local value-adding and innovation. The Charter promotes transparency and accountability, supporting local businesses and guiding future policy decisions to benefit the local economy.

Government Agencies, GOCs and Rail Government Entities, **must** comply with the Charter for all eligible projects.

Government Agencies, GOCs and Rail Government Entities should:

- » adopt effective and adaptive approaches to maximising local content
- » apply transparency in the expenditure of government funds
- » ensure Managing Contractors are aware of their obligations
- » meet all the reporting requirements of the Charter.

The Charter aligns with the [Queensland Procurement Policy 2026](#) and is a policy impacting procurement with its own compliance and reporting requirements.

The principles underpinning the Charter are:

1. **Full, fair and reasonable opportunity** - Local industries should have full, fair and reasonable access to opportunities to participate in the tender process of major procurements undertaken or funded, whether wholly or partially, by the State.
2. **Value for money** - As per section 8(a) of the *QIPP Act*, Government Agencies GOCs and Rail Government Entities are encouraged to apply the principle of achieving value for money in government procurement which considers more than price alone. A value for money consideration assesses cost and non-cost factors as well as the overall aims of government, the procurement, the category and the outcomes being sought. This is consistent with the *Queensland Procurement Policy 2026*.
3. **Regional development** - Government Agencies, GOCs and Rail Government Entities are encouraged to work in partnership with regional communities to develop industry capability and capacity, and secure broader economic and societal benefits, as appropriate.

4. **Transparency** - As per section 8(b) of the *QIPP Act*, Government Agencies, GOCs and Rail Government Entities are encouraged to build transparency into their local content policies, processes and criteria to ensure probity and accountability for procurement outcomes.
5. **Compliance with international obligations** - Government Agencies, GOCs and Rail Government Entities are to comply with Australia's international obligations, including those under free trade agreements.

The benefits

The Charter provides opportunities to support local businesses and industries and will help develop Queensland's economy including through:

- » Increased competition and productivity
- » Increased stability and diversity of markets
- » Increased employment and skills
- » Providing market opportunities for local companies
- » Innovation
- » Enhanced public perception and reputation

Roles and responsibilities

The Minister administering the *Queensland Industry Participation Policy Act 2011* (**Minister**) is accountable for reporting on the implementation of the Charter.

The *QIPP Act*, Part 2, Section 11 mandates that the following entities **must** comply with the Charter:

- » All Agencies
- » All GOCs whose board has been given written notice by their shareholding Ministers that the Charter applies
- » All Rail Government Entities (and their subsidiaries) whose board has been given written notice by their responsible Ministers that the Charter applies.

Government Agencies, GOCs and Rail Government Entities should embed the Charter within their procurement practices and procedures for all eligible projects. Government Agencies, GOCs and Rail Government Entities are responsible for ensuring that their Managing Contractors and supply chain partners support the principles of the Charter including by providing all necessary reports as part of their contracts.

The Department is responsible to advise whether Charter documents submitted from Government Agencies, GOCs and Rail Government Entities and their appointed Managing Contractors comply with the Charter's principles independently of other government procurement policies. The Department also supports the Minister in their role.

Local content outcome reports

For each Project Outcome Report (**POR**) submitted, the Department will use information collected during a project and its procurement to produce a local content outcome report for relevant procuring Government Agencies, GOCs or Rail Government Entities, and relevant Managing Contractors. This procedure guarantees thorough and transparent reporting throughout the project's duration and can be used to monitor targets or commitments within contracts, as well as to promote local content achievements. For additional reports please contact the Department on 07 3452 7259 or via email at gclc@qld.gov.au.

Local content review

Every financial year, the Department conducts a review of local content in government procurement to ensure alignment with the objectives of the Charter and to provide baseline data for Queensland Government procurement, in accordance with section 13 of the *QIPP Act*.

In addition, the Department will provide a financial year report to relevant Government Agencies, GOCs and Rail Government Entities, detailing their local content achievements for projects reported under the Charter.

Use of information

The Department will maintain appropriate controls in relation to the management of confidential information provided by Government Agencies, GOCs, Rail Government Entities, Managing Contractors and suppliers in relation to the administration of the Charter.

The Department may collect, use and disclose information to administer and monitor the Charter, to carry out its roles and responsibilities including under the Queensland Procurement Policy and as outlined in these guidelines, or where required or authorised by law.

Without limiting the above, the Department may use and disclose confidential information, including personal information, relating to a project or procurement which has been received from Government Agencies, GOCs, Rail Government Entities, Managing Contractors or suppliers including:

- » to fulfil the Department's reporting and oversight roles with respect to the project or procurement to which the information received relates;
- » for verification purposes; and
- » on a de-identified basis, with and to other Government Agencies, GOCs and Rail Government Entities to help form business cases and investment attraction proposals.

For additional information on the Department's use of information, including personal information, please refer to the [privacy policy](#) or contact the Department on 07 3452 7259 or via email at gclc@qld.gov.au

2. Eligibility

Project eligibility

The Charter applies to:

- » Resource and infrastructure procurements with a total Queensland Government contribution of \$5 million and above (exclusive of GST) in the South East Queensland region or \$2.5 million and above (exclusive of GST) in regional Queensland, excluding information and communications technology (ICT) products and services.
- » Public Private Partnerships (PPPs) for projects and capital asset acquisitions with a Queensland Government capital value contribution of \$5 million or greater (exclusive of GST)¹.
- » Service arrangements (e.g. Standing Offer Arrangements, Invitation to Offer, etc.) for capital expenditure which is projected to exceed \$5 million (exclusive of GST) over the life of the arrangement².
- » Queensland Government grants greater than \$2.5 million (exclusive of GST).
- » Large infrastructure projects where funding of \$20 million and above is provided by the Australian Government through payments to the Queensland Government³.

¹Public Private Partnerships

The Charter applies to any procurement process for PPPs with a Queensland Government capital value contribution of \$5 million (exclusive of GST) or greater. The Charter is in line with the [Project Assessment Framework](#). Refer to Section 5 of the guidelines for further details on applying the Charter.

²Service Arrangements

The Charter applies to Standing Offer Arrangements (**SOA**) for capital expenditure on goods and services over \$5 million (exclusive of GST). Government Agencies, GOCs and Rail Government Entities must also integrate the Charter into a SOA as they develop. See Section 5 of the guidelines for more details on applying the Charter.

³Australian Government funding

The Australian Industry Participation regime (**AIP**) may apply to certain Australian Government-funded projects, such as large infrastructure projects where funding of \$20 million or more is provided by the Australian Government through state and territory governments.

AIP and the Charter may both apply to a project. Government Agencies, GOCs and Rail Government Entities will need to determine whether the AIP applies to their respective projects.

The Department can coordinate an AIP plan exemption request to the Australian Government if the project is reporting through the Charter and the Statement of Intent (**SOI**) complies with the principles of the Charter.

Charter regional boundaries

South East Queensland (SEQ)

Encompasses the Local Government areas contained within the SEQ North, SEQ West and SEQ South DSDIP regional offices. This includes: Brisbane City Council, Gold Coast City Council, City of Moreton Bay, Logan City Council, Ipswich City Council, Redland City Council, Sunshine Coast Regional Council, Noosa Shire Council, Scenic Rim Regional Council, Lockyer Valley Regional Council and Somerset Regional Council.

Regional Queensland

Regional Queensland encompasses all other Local Government areas within the state of Queensland outside SEQ.

3. Principles of the Charter

The following principles underpin the Charter.

Principle 1: Full, fair and reasonable opportunity

Full, fair and reasonable opportunity - Local industries should have full, fair and reasonable access to opportunities to participate in the tender process of major procurements undertaken or funded, whether wholly or partially, by the State.

For the purposes of this Charter:

'Full' means that local industry has the same opportunity as other potential suppliers to participate in all aspects of a project from design through to completion and ongoing maintenance.

'Fair' means that local industry is provided the same opportunity as other potential suppliers to compete for investment projects and other market-based contracts on an equal and transparent basis.

'Reasonable' means that tenders are free from any unreasonable specifications or requirements that could rule out local industry and are structured in such a way as to provide local industry the opportunity to participate.

How to achieve this principle in practice	The principle of full, fair and reasonable opportunity can be achieved by: - considering the project's whole-of-life, from design to completion and ongoing maintenance - ensuring at the tender preparation stage that tenders are packaged in a manner that optimises local business and industry opportunities while enhancing project competitiveness and value for money - undertaking a Supply Market Analysis to identify potential local suppliers - using Australia and New Zealand (ANZ) standards and codes 'or equivalent' in the formulation of specifications, tenders and the letting of contracts, wherever it is practicable to do so - providing early notice to the market of an upcoming major procurement - ensuring contractors and subcontractors support and report against the Charter principles - using the services of local content specialists and supporting the use of these specialists by contractors and subcontractors.
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Principle 2: Value for money

Value for money - As per section 8(a) of the *QIPP Act*, Government Agencies, GOCs and Rail Government Entities are encouraged to apply the principle of achieving value for money in government procurement which considers more than price alone. Value for money assesses cost and non-cost factors as well as the overall aims of government, the procurement, the category and the outcomes being sought.

This principle aligns with the value for money provisions of the [Queensland Procurement Policy 2026](#).

How to achieve this principle in practice	Please refer to Queensland Procurement Policy Pillar 1 and Queensland Procurement Rules Principle 1 for comprehensive guidance on value for money to ensure strict compliance.
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Principle 3: Regional development

Regional development – Government Agencies, GOCs and Rail Government Entities are encouraged to work in partnership with regional communities to develop industry capability and capacity, and secure broader economic and societal benefits, as appropriate.

How to achieve this principle in practice	Government Agency, GOC and Rail Government Entity eligible projects should include contract clauses stipulating compliance with this regional development initiative. Proponents and Managing Contractors should contact the Department's Regional Office network which will provide relevant support for key activities. For information on the support available for regional and industry development activities, see Section 7 of these guidelines or contact the regional office in the location of the project.
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Principle 4: Transparency

Transparency - As per section 8(b) of the *QIPP Act*, Government Agencies, GOCs and Rail Government Entities are encouraged to build transparency into their local content policies, processes and criteria to ensure probity and accountability for procurement outcomes.

This principle aligns with the [Queensland Procurement Policy 2026](#)

How to achieve this principle in practice	Please refer to Queensland Procurement Policy Pillar 3 and Queensland Procurement Rules Principle 2 and 4 for comprehensive guidance on ethical behaviour, integrity, probity, and accountability to ensure strict compliance.
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Principle 5: Compliance with international obligations

Compliance with international obligations - Government Agencies, GOCs and Rail Government Entities are to comply with Australia's international obligations, including those under free trade agreements.

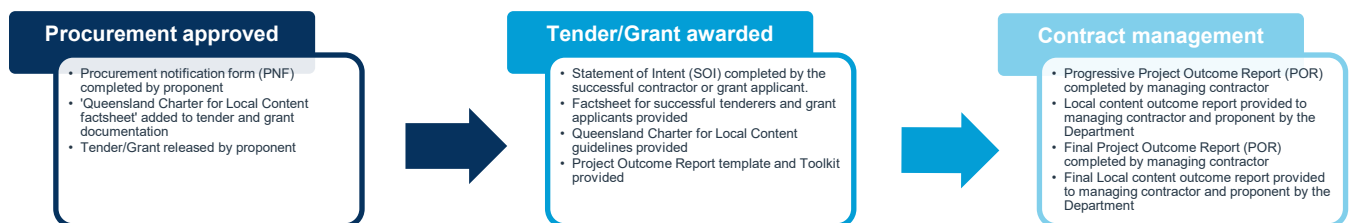
How to achieve this principle in practice	International free trade agreements apply only to certain projects. The Australian Department of Foreign Affairs and Trade provides information on the agreements and their status.
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4. Information for Government Agencies, Government Owned Corporations and Rail Government Entities

Early identification of procurements that will be eligible projects enhances opportunities for local suppliers. The Charter's principles should be embedded as part of Government Agencies', GOCs' and Rail Government Entities' procurement policies and procedures, particularly at the business case, supply market analysis, tender and contract stages of the procurement.

Additionally, requiring compliance with the Charter in tender and grant documentation will ensure tenderers and grant applicants outline the steps they would take to address the Charter principles if successful. This commitment by the successful tenderer or grant applicant to address the Charter principles must then be included in the resulting contract, with the reporting requirements clearly specified.

The diagram below illustrates the alignment between the Charter's key requirements and the main steps in the procurement process.



Step 1: Procurement Notification Form (PNF)

Government Agencies, GOCs and Rail Government Entities must notify the Department about procurements and grant programs that will be eligible projects. This notification must occur once the procurement or grant program has been approved and before the release of the tender or grant program.

For large infrastructure projects, or programs of work that include multiple stages or locations, it is recommended a Procurement Notification Form (PNF) is submitted for each stage or location, to ensure transparent reporting throughout the life of the project.

The PNF template is available online at: www.statedevelopment.qld.gov.au/Charter. The completed forms **are to be emailed to the Queensland Charter for Local Content team of the Department at qcclc@qld.gov.au**

Upon receipt of the PNF, the Department will register the procurement activity and provide an official QCLC reference number for inclusion in procurement documentation.

The Department maintains consistent communication with Government Agencies, GOCs and Rail Government Entities throughout the project's duration to receive updates, contact details and reports if not previously submitted. It is advisable that all communications with the Department include a generic email address for direct contact.

Clauses and Contract Conditions

To ensure contractors and subcontractors are aware of their requirement to comply with the Charter, including completing the Statement of Intent and Project Outcome Report, Government Agencies, GOCs and Rail Government Entities should include clauses which reflect the requirements in the Charter to all tender documents and relevant contracts for all eligible projects. Refer to [Queensland Charter for Local Content – Clauses and Contract Conditions](#) for more information. **Charter Clauses are also included in the category procurement templates, which are available at: <https://www.forgov.qld.gov.au/finance-procurement-and-travel/procurement/procurement-resources/templates-including-terms-and-conditions>**

Step 2: Statement of Intent (SOI)

Managing Contractors

The successful Managing Contractor or grant recipient is required to submit a Statement of Intent (**SOI**) within 28 days of receiving their acceptance letter. The SOI must detail how they will implement the principles of the Charter in their procurement process and supply chain. The SOI captures their commitments and can serve as the foundation for contractual obligations or milestone payments. The standard SOI template (SOI) is used in this context.

On receipt, the Department will contact the successful Managing Contractor or grant recipient to provide support to them with applying the Charter and discuss their reporting requirements.

Section 3 of these guidelines outlines the compliance requirements for each principle of the Charter. The **template is available online at: www.statedevelopment.qld.gov.au/Charter**.

The Department recommends including the guidelines, toolkit, templates and factsheet with the finalised contract documents given to Managing Contractors or grant recipients

The SOI is to be emailed to the Department at gclc@qld.gov.au. The Department will review the submission to ensure that the outlined commitments comply with the principles of the Charter. If additional information is required, the Department will contact the submitter of the SOI directly. An official email will be sent to the relevant Government Agency, GOC, Rail Government Entity and/or Managing Contractor or grant recipient notifying when the SOI complies with the Charter.

Evaluation tool for tender and grant applications

The SOI can also be utilised to evaluate tender or grant applications. Procuring Government Agencies, GOCs and Rail Government Entities should determine whether SOIs should be utilised in this way in the context of their procurement. Tenderers or applicants can be asked to complete the Statement of Intent – Tender and Grant Applicant (SOI-TG), demonstrating how they will adhere to the principles of the Charter and provide local content opportunities and outcomes. These SOIs are only submitted back to the Government Agency, GOC or Rail Government Entity as part of the tender or grant submission. Section 6 of these guidelines outlines the process for a tenderer or grant applicant to complete a SOI.

The Government Agency, GOC or Rail Government Entity must only send the Department at gclc@qld.gov.au SOIs for tenderers or applicants who have been successful in their tender or grant application process. If the Department finds a submitted SOI non-compliant with the principles of the Charter, feedback will be provided for resubmission. For compliant SOIs, capturing commitments can serve as the basis for contractual obligations.

Step 3: Project Outcome Report (POR)

Government Agencies, GOCs and Rail Government Entities must ensure Managing Contractors comply with the Charter reporting requirements as part of their contract management role.

A single progressive report must be submitted quarterly by the successful Managing Contractor, detailing the full project supply chain used from the commencement of the project through to practical completion, unless specified otherwise by the Department.

The POR is used to provide detailed information on the execution of activities specified in the SOI by outlining the expenditures incurred across the supply chain, including subcontractors involved in the project.

For large infrastructure projects or programs of work that include multiple stages or multiple managing contractors, the head contractor must contact the Department at gclc@qld.gov.au prior to commencement of reporting.

The POR Toolkit has been developed to assist Managing Contractors in completing the POR. The toolkit and the **POR template are available online at: www.statedevelopment.qld.gov.au/Charter**.

Completed PORs must be emailed to the relevant Government Agency, GOC or Rail Government Entity and the Queensland Charter for Local Content team of the Department at gclc@qld.gov.au each time they are completed. The Department will review the POR submission to confirm it meets Charter requirements and contact the head contractor if necessary, prior to processing the POR.

Local content outcome reports

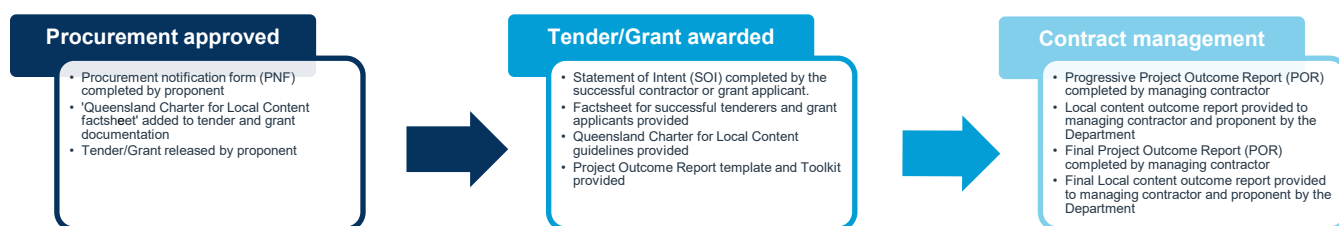
For each POR submitted, the Department will produce a local content outcome report for relevant procuring Government Agencies, GOCs or Rail Government Entities and relevant Managing Contractors or grant recipient. This procedure guarantees thorough and transparent reporting throughout the project's duration and can be used to monitor targets or commitments within contracts, as well as to promote local content achievements.

For additional reports please contact the Department on 07 3452 7259 or via email at gclc@qld.gov.au.

5. Information for successful tenderers and grant recipients

If a tenderer or grant applicant has been successful in winning a Queensland Government contract or grant and the governing contract or agreement states they must comply with the Charter, then a Statement of Intent (**SOI**) and Project Outcome Report (**POR**) are required to be completed. A SOI outlines how the appointed Managing Contractor or grant recipient will aim to address the principles of the Charter and a POR provides data on the value of contracts awarded to local businesses and industries for the project.

The diagram below illustrates the alignment between the Charter's requirements and the main steps in the procurement process.



Step 1: Statement of Intent (SOI)

Within 28 days of the Letter of Acceptance, the successful tenderer or grant recipient must prepare and submit a SOI to the Department's satisfaction indicating how the principles of the Charter will be addressed.

The SOI outlines how the Managing Contractor or grant recipient will engage the supply chain, detail expectations and reporting against the Charter's principles. It allows them to demonstrate how local businesses and industries will have fair opportunities to bid for work.

The SOI is broken into three sections, project information, principles and reporting.

- Section 1. Project information:** All fields are required to be completed to register the project.
- Section 2. Principles of the Charter:** There are five areas to complete in this section, one for each principle of the Charter. It is expected the Managing Contractor or grant recipient will outline the specific actions they have taken and will undertake to adhere each principle.
- Section 3. Reporting:** This section should outline how subcontractors will be made aware that this project is subject to the Charter, conditions outlined in the SOI and their requirements to provide data for inclusion in the PORs.

Section 3 of these guidelines provides an overview of the compliance requirements for each principle of the Charter. The **template for the SOI is available online at: www.statedevelopment.qld.gov.au/Charter.**

Completed SOIs are to be emailed to the Queensland Charter for Local Content team of the Department at gclc@qld.gov.au. The Department will review the submissions to ensure that the outlined commitments comply with the principles of the Charter. If additional information is required, the Department will contact the submitter of the SOI directly. An official email will be sent to the successful Managing Contractor or grant recipient, notifying them of their compliance with the Charter.

If assistance is required in completing an SOI, or to receive feedback on a draft, please contact the Department on 07 3452 7259 or email at gclc@qld.gov.au.

Step 2: Project outcome report (POR)

A single progressive report must be submitted quarterly by the managing contractor or grant recipient, detailing the full project supply chain used from the commencement of the project through to practical completion, unless otherwise specified by the Department.

The POR is used to provide detailed information on the execution of activities specified in the SOI, by outlining the expenditures incurred across the supply chain, including subcontractors involved in the project.

For large infrastructure projects or programs of work that include multiple stages or multiple managing contractors, the head contractor must contact the Department at gclc@qld.gov.au prior to commencement of reporting.

The POR Toolkit has been developed to assist Managing Contractors and grant recipients in completing the POR. The toolkit and the POR **template are available online at:** www.statedevelopment.qld.gov.au/Charter.

Completed PORs must be emailed to the relevant Government Agency, GOC or Rail Government Entity and the Queensland Charter for Local Content team of the Department at gclc@qld.gov.au each time they are completed. The Department will review the POR submission to confirm it meets Charter requirements and contact the submitter if necessary, prior to processing the POR.

Local content outcome reports

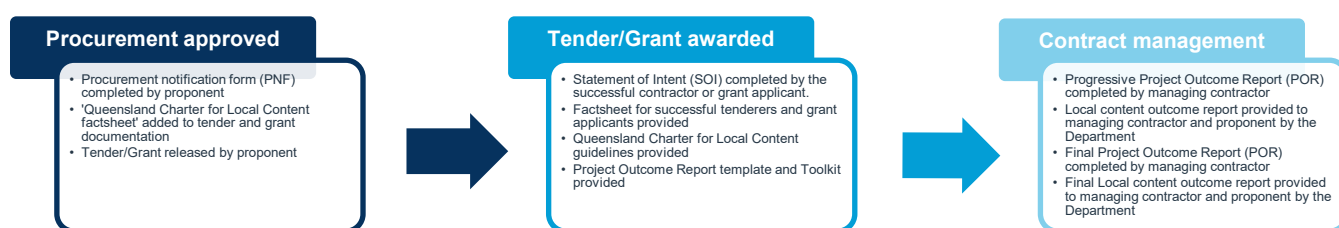
For each POR submitted, the Department will produce a local content outcome report for relevant procuring Government Agencies, GOCs or Rail Government Entities and relevant Managing Contractors and grant recipient. This procedure guarantees thorough and transparent reporting throughout the project's duration and can be used to monitor targets or commitments within contracts, as well as to promote local content achievements.

For additional reports please contact the Department on 07 3452 7259 or via email at gclc@qld.gov.au.

6. Information for tender and grant applications

The Charter's principles are mandated in the procurement policies and procedures for Government Agencies, GOCs and Rail Government Entities. Additionally, the Charter is included in all eligible tender and grant documentation, to ensure tenderers and grant applicants outline the steps they would take to address the Charter principles if successful. The commitments made by the successful tenderer or grant applicant in a Statement of Intent (SOI) can be included in contracts, with reporting requirements clearly specified.

The diagram below illustrates the alignment between the Charter's key requirements and the main steps in the procurement process.



Statement of Intent (SOI-TG)

Where tender or grant documentation requires a completed SOI, it will be used to assess how the applicant proposes to apply the Charter principles. The Statement of Intent – Tenderers and Grant Applicants form (SOI-TG) has been designed to use for this purpose.

The applicant must outline how they will engage the supply chain, detail expectations and report against the Charter's principles. It allows them to demonstrate how local businesses and industries will have fair opportunities to bid for work.

The SOI is broken into three sections, project information, principles and reporting.

- Section 1. Project information:** All fields are required to be completed to register the project.
- Section 2. Principles of the Charter:** There are five areas to complete in this section, one for each principle of the Charter. It is expected the applicant will outline the specific actions they undertake to adhere each principle.
- Section 3. Reporting:** The applicant is to outline in this section how subcontractors will be made aware of the Charter, conditions outlined in the SOI and their requirements to provide data for inclusion in the Project Outcome Reports.

Section 3 of these guidelines outlines the compliance requirements for each Principle of the Charter. The SOI **template for Tenderers and Grant Applicants is available online at:**
www.statedevelopment.qld.gov.au/Charter.

The SOI is to be included with the tender or grant submission back to the relevant Government Agency, GOC or Rail Government Entity. The Queensland Charter for Local Content team of the Department should not receive SOIs at the tender or submission stage.

The relevant Government Agency, GOC or Rail Government Entity will forward only the successful applicant's SOI to the Queensland Charter for Local Content team of the Department at gclc@qld.gov.au. If the Department finds the SOI non-compliant with the principles of the Charter, feedback will be provided for resubmission. An official email will be sent to the proponent and successful tenderer or grant applicant, notifying them of their compliance with the Charter.

7. Additional support services

Support to increase local content

The Queensland Government aims to optimise local content by maximising participation of capable local businesses and industries and to minimise the compliance burden on project proponents and their contractors. It also recognises that local suppliers need to implement best practice, improve productivity and increase competitiveness.

The Department provides a range of industry capability development services through its Regional Office network to support activities under the **Charter's Principle 3: Regional development**.

This could include assistance with:

- » promoting or helping you to promote your projects, tenders or procurement opportunities
- » introducing you to local suppliers or other key stakeholders
- » providing you with regional/industry specific data that helps you understand Queensland's supply capability and capacity.

Below are some additional services that can be provided to a generic or targeted audience such as:

- » Supplying into Major Projects workshops
- » Capability development workshops
- » Writing an effective capability statement workshops
- » Tendering for business workshops
- » Contract delivery workshops
- » "Why Choose Your Business" webcast series
- » Cyber security webinar series

To find out more about these services and other options available, please contact the Department on 07 3452 7259 or email gclc@qld.gov.au, alternatively visit the Department's website at:

www.statedevelopment.qld.gov.au/strategic-industries/business-support/industry-support-workshops

8. Contact

For any enquiries regarding the application of the Charter, documentation or reporting, please contact the Department of State Development, Infrastructure, and Planning.

Queensland Charter for Local Content team

Department of State Development, Infrastructure and Planning

Phone: +61 7 3452 7259

Email: gclc@qld.gov.au

www.statedevelopment.qld.gov.au/Charter

9. Resources

The following supporting documentation will assist with the application of the Charter and can be found online at: www.statedevelopment.qld.gov.au/Charter

- » *Queensland Industry Participation Policy Act 2011*
- » Queensland Charter for Local Content
- » Queensland Procurement Policy 2026

For Government Agencies, GOCs, Rail Government Entities

- » Queensland Charter for Local Content factsheet
- » Procurement Notification Form (PNF)
- » Queensland Charter for Local Content - Clauses and contract conditions

For successful tenderers and grant applicants

- » Factsheet for successful tenderers and grant applicants
- » Statement of Intent template (SOI)
- » Project Outcome Report template (POR)
- » Project Outcome Report toolkit
- » Goods and services categories guide

For tender and grant applicants

- » Queensland Charter for Local Content factsheet
- » Statement of Intent template for tender/grant applications (SOI-TG)

10. Definitions

Term	Description
Agency / Government Agency	Has the same meaning given to 'agency' by the <i>QIPP Act</i> .
Charter	Queensland Charter for Local Content
Goods and services	Includes goods alone, services alone, or goods and services conjointly and includes construction and related services.
Government Owned Corporation/GOC	a. Has the same meaning as in the <i>Government Owned Corporations Act 1993</i>; and b. includes a subsidiary of a GOC; and c. unless the context requires otherwise, refers to a GOC whose shareholding Ministers have notified the board of the GOC under the <i>Government Owned Corporations Act 1993</i> section 114 that the local industry policy applies to the GOC. At the date of publication of these guidelines, includes the following GOCs: » CS Energy Limited » Stanwell Corporation Limited » CleanCo Queensland Limited » Queensland Electricity Transmission Corporation Limited (Powerlink Queensland) » Energy Queensland Limited » Far North Queensland Ports Corporation Limited (Ports North) » Gladstone Ports Corporation Limited » North Queensland Bulk Ports Corporation Limited » Port of Townsville Limited » Sunwater Limited » QIC Limited
Eligible project	A project that meets the eligibility criteria outlined in Section 2 of these guidelines
Infrastructure Project	The physical and digital assets, facilities and systems that support the functioning of communities and the economy. Including, but not limited to: » public buildings and facilities (such as hospitals, schools and social housing) » transport networks (including roads, bridges and public transport) » utilities and services (such as energy, water and communications) » community assets and public realm infrastructure including parks, pathways, recreation areas and associated amenities
ITO	An invitation to offer seeking offers for the provision of goods, services and/or deliverables.
Local content	Includes components, materials and services that are procured from a local source for a given project.

Managing Contractor	The appointed managing contractor, head contractor, prime contractor, constructor or grant recipient, or successful tenderer, responsible for delivering an eligible project.
Procurement	The entire process by which all classes of resources (human, material, facilities and services) are obtained. This can include the functions of planning, design, standards determination, specification writing, selection of suppliers, financing, contract administration, disposals and other related functions.
Project	A temporary activity designed to produce a unique product, service or result. A project is temporary in that it has a defined beginning and end in time and defined scope and resources. A project is unique in that it is not a routine operation, but a specific set of operations designed to accomplish a singular goal. The construction of a building or bridge, the relief effort after a natural disaster - all are projects.
Proponent	The Government Agency, Government Owned Corporation or Rail Government Entity that is responsible for funding and delivery of a project, including through a grant; or The entity that enters a formal agreement with the Queensland Government for a grant or funding for an eligible project.
Queensland Procurement Policy	The Queensland Government's overarching policy for the procurement of goods and services, as updated from time to time, available on the Queensland Government's website .
Rail Government Entity	Unless context requires otherwise, applies to a Rail Government Entity or a subsidiary whose responsible Ministers have given written notice to the board of the Rail Government Entity that the local industry policy applies to the Rail Government Entity or a subsidiary of the entity. Otherwise has the same meaning as in the <i>QIPP Act</i> .
Regional Queensland	Encompasses all other Local Government areas within the State of Queensland outside of South East Queensland.
SOA	Standing offer arrangement.
South East Queensland	Encompasses the Local Government areas contained within the SEQ North, SEQ West and SEQ South DSDIP regional office boundaries (i.e. Brisbane City Council, Gold Coast City Council, City of Moreton Bay, Logan City Council, Ipswich City Council, Redland City Council, Sunshine Coast Regional Council, Noosa Shire Council, Scenic Rim Regional Council, Lockyer Valley Regional Council and Somerset Regional Council).
State	The State of Queensland
Suppliers	Those members of the supply/value chain that provide goods and services.
Supply Chain	A channel of goods and services distribution, which starts with the 'supplier' of raw materials or components, moves through an operational process to the distributor and retailer, and finally to the consumer.
Supply Market Analysis	A technique used to identify market characteristics for specific goods and services. It provides information that is critical to developing effective procurement strategies, in the context of planning for significant procurement.

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