

VMC User Guide for Bidders

Introduction

The purpose of this document is to provide Bidders with instructions on how to use ICN VMC for Local Industry Development Plans.

Content includes	page
• Create & activate account on VMC	6
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What is VMC ?



ICN Victorian Management Centre

<https://icnvic.force.com/>

**Local Jobs First Policy
Implementation Support**
(For LJF applicable projects)

**Local Jobs First / Social
Procurement Framework
Reporting Support**
(For LJF and/or SPF applicable projects)

LJF process for
agencies

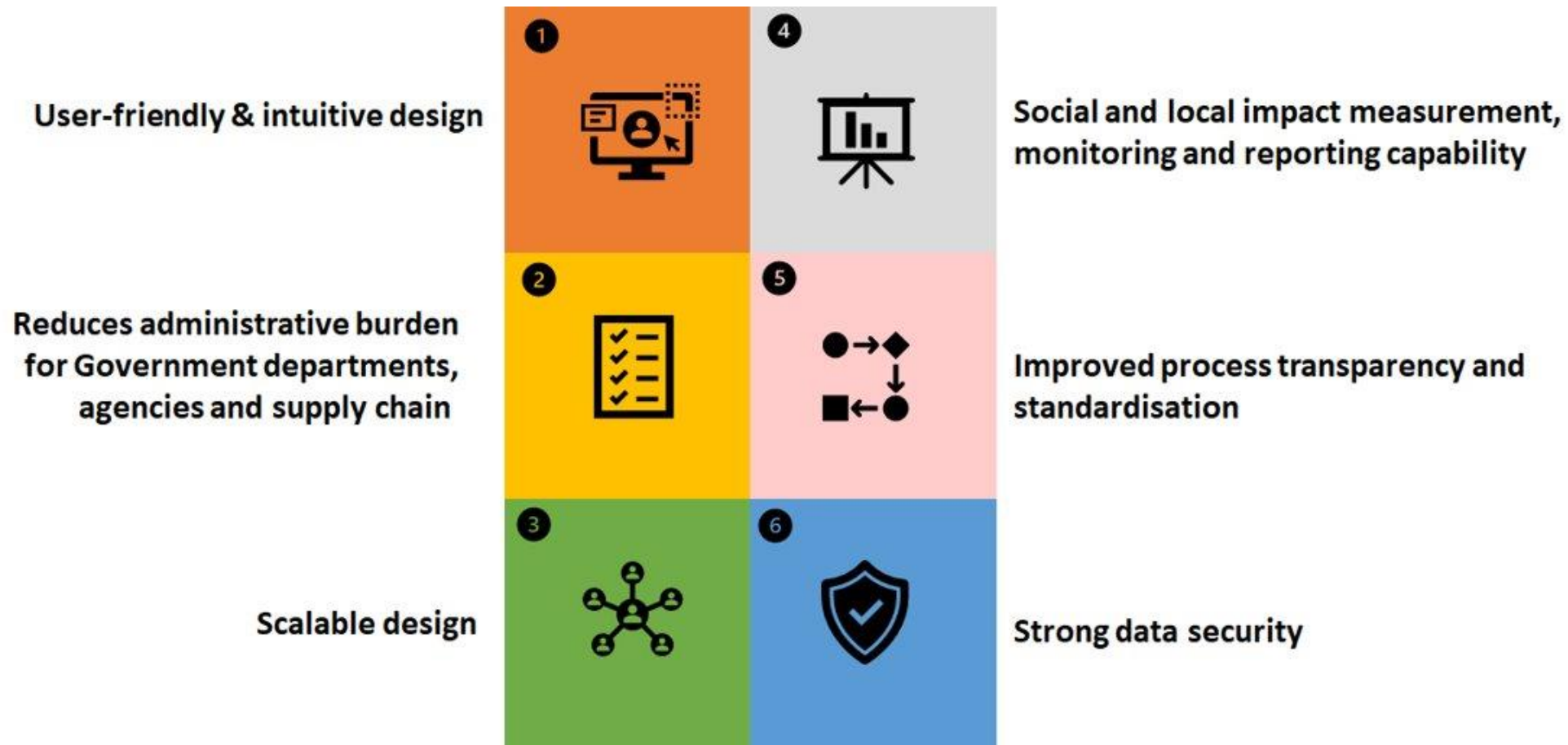
Local Industry
Development Plan
(LIDP) support for
bidders

Reporting contract
setup of local, social
and sustainable
commitments by
agencies

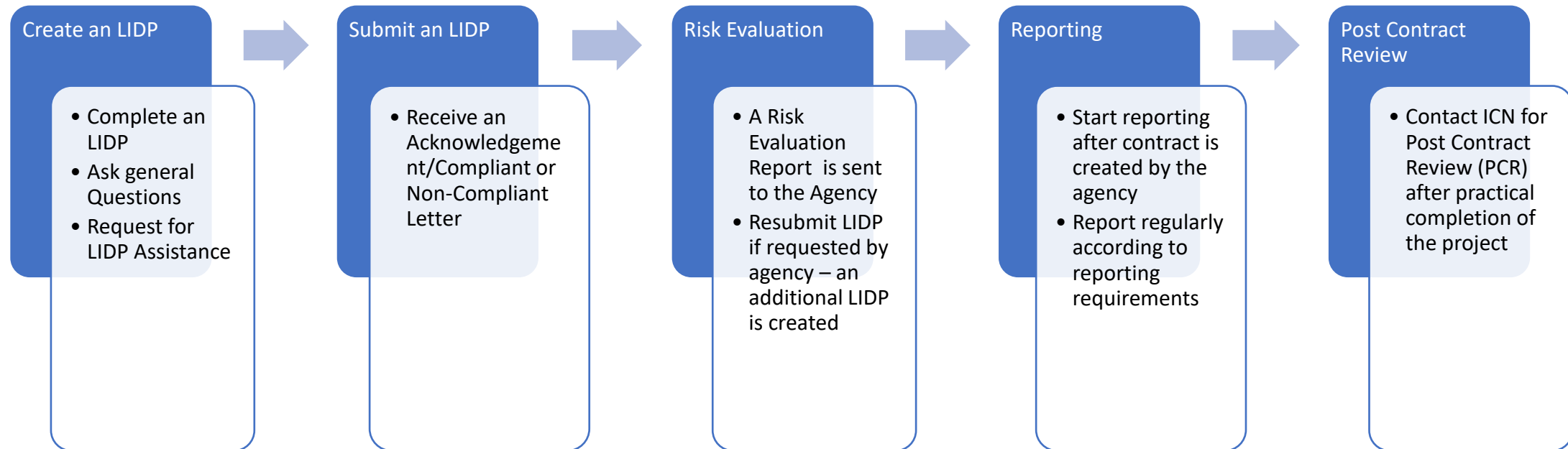
Reporting of local,
social and
sustainable
achievements by
suppliers

A system developed by ICN Victoria (on Salesforce platform) that supports Local Jobs First (LJF) and Social Procurement Framework (SPF) policies.

Benefits of VMC



VMC Overview for Suppliers



VMC supports Local Industry Development Plan (LIDP) submissions for Local Jobs First (LJF) applicable tenders/contracts.

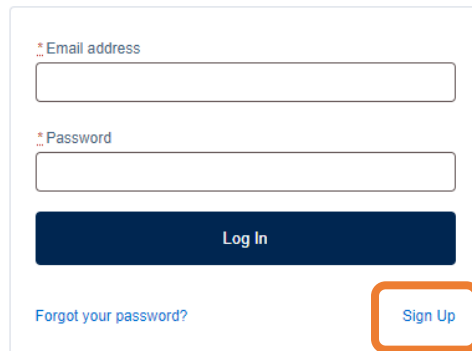
VMC supports Reporting for both LJF and Social Procurement Framework (SPF) applicable contracts.

Getting Started

- Creating an Account

VMC <https://icnvic.force.com>

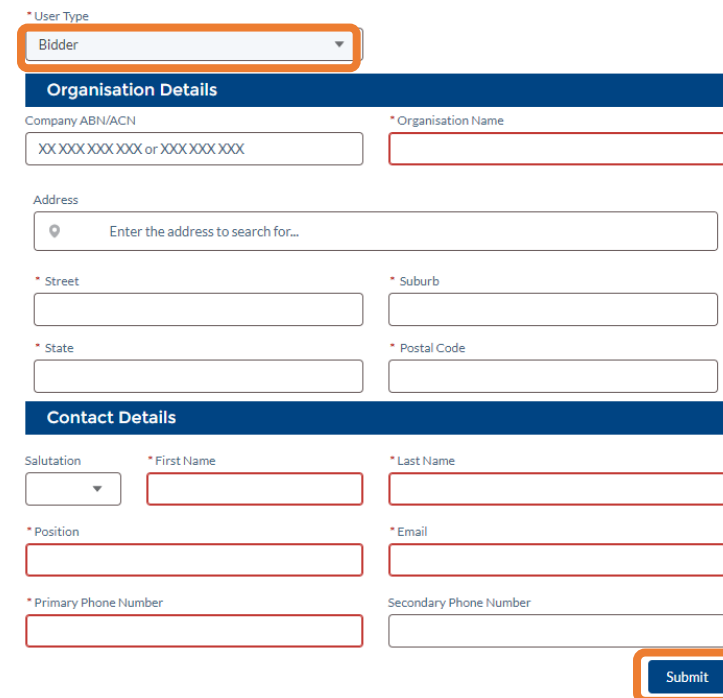
(Recommended browser: latest version of Chrome;
Supported browsers: latest version of Safari, Firefox & Edge)

The form contains two input fields: '*Email address' and '*Password'. Below these is a dark blue 'Log In' button. At the bottom left is a link 'Forgot your password?' and at the bottom right is a 'Sign Up' button, which is highlighted with an orange border.

Step 1: Click 'Sign Up'

ICN Victoria VMC



The form is titled 'ICN Victoria VMC'. It starts with a '* User Type' dropdown menu set to 'Bidder', highlighted with an orange border. Below this is a blue header 'Organisation Details'. The form includes fields for 'Company ABN/ACN' (with a placeholder 'XX XXX XXX XXX or XXX XXX XXX'), '* Organisation Name', 'Address' (with a location pin icon and placeholder 'Enter the address to search for...'), '* Street', '* Suburb', '* State', and '* Postal Code'. Below this is another blue header 'Contact Details'. It includes a 'Salutation' dropdown, '* First Name', '* Last Name', '* Position', '* Email', '* Primary Phone Number', and 'Secondary Phone Number'. At the bottom right is a blue 'Submit' button, highlighted with an orange border.

Step 2: Choose 'Bidder' from User Type, fill in details and 'Submit'

Getting Started

- Activating account
 - Use the link in the Welcome Email to activate account and set password
 - Please check Junk folder if you don't receive the email
 - Otherwise, contact ICN at Info@icnvic.org.au OR +61 3 9864 6700 (Ext. 2 "LIDP" then 1 "Bidder") for support
- Log in via VMC Portal: <https://icnvic.force.com>



* Email address

* Password

Log In

[Forgot your password?](#)

[Sign Up](#)

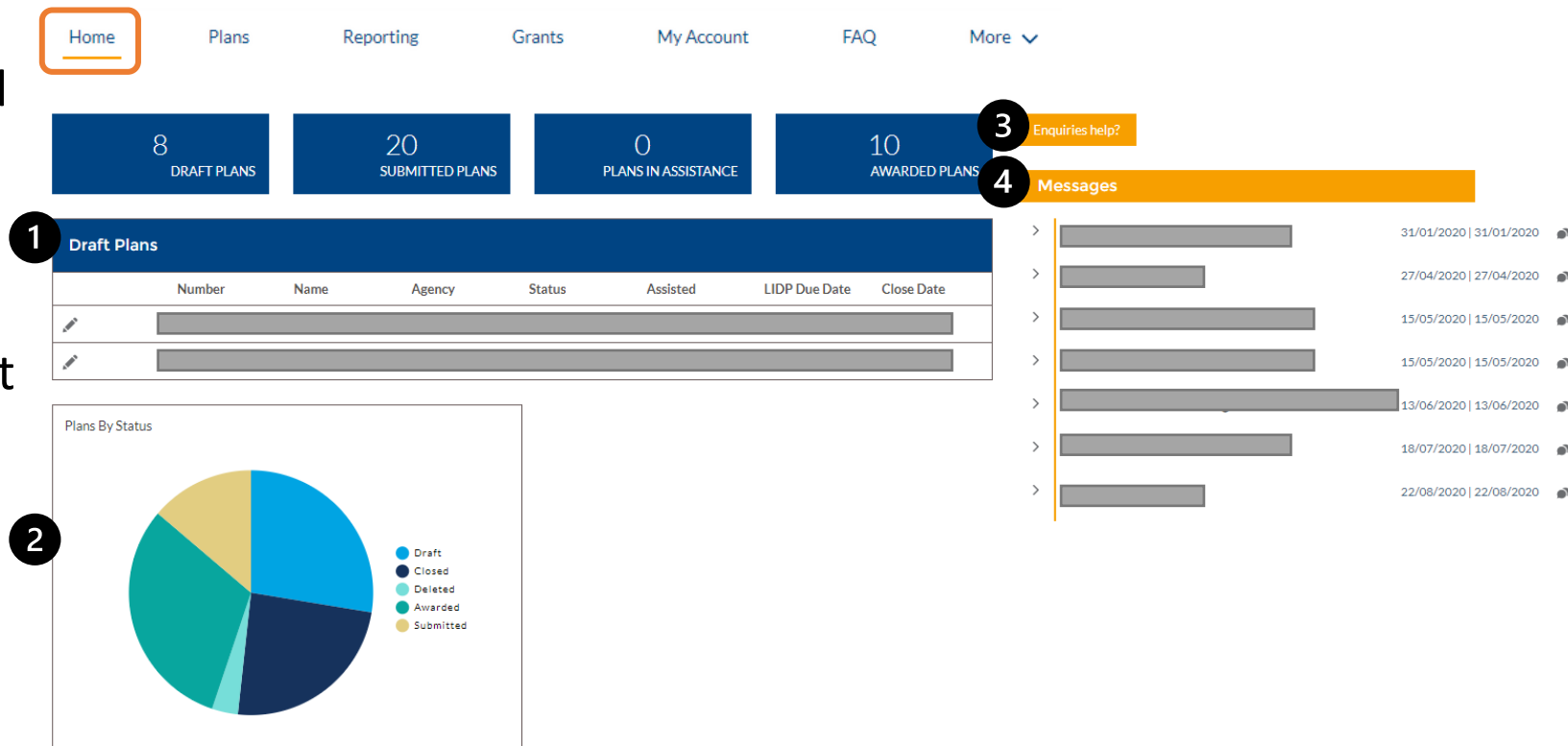
Viewing Dashboard on Homepage

① 'Draft Plans' section displays plans that need to be submitted

② 'Plans by Status' in visual

③ 'Enquiries help?' button to request for general enquiries (not LIDP Assistance) – e.g. can't find a tender, system issue etc.

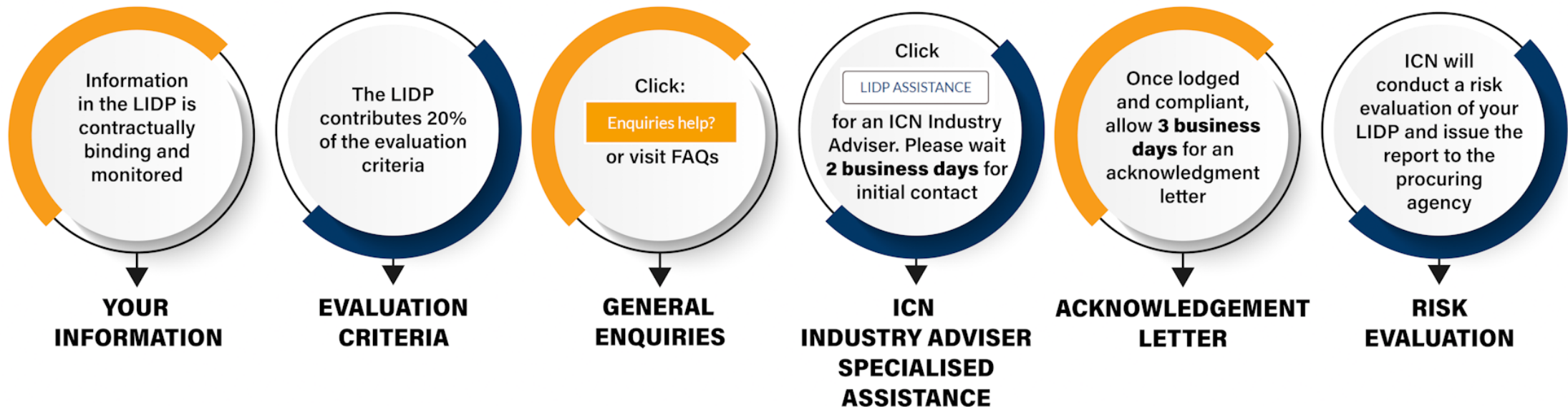
④ ICN's responses to enquiries appear in 'Messages'; please respond with  button



Considerations Before Creating an LIDP



Things to consider before starting your Local Industry Development Plan (LIDP)



Considerations Before Creating an LIDP (Cont.)

- Long Form and Short Form LIDP
 - Agency will determine if a Long Form or Short Form LIDP is required;
 - For large, contestable projects, bidders will still be required to address questions on local content, jobs outcomes and monitoring and reporting (Long Form LIDP);
 - For limited contestability projects (local content is equal to or greater than 97%), only jobs outcomes and monitoring and reporting requirements are required from bidders (Short Form LIDP);
 - Suppliers will continue to work with the ICN on completing both Long Form and Short Form LIDPs;
 - For more details, please visit:
<https://localjobsfirst.vic.gov.au/news/news-items/policy-enhancements>
<https://localjobsfirst.vic.gov.au/key-documents>

Creating an LIDP

Search article...

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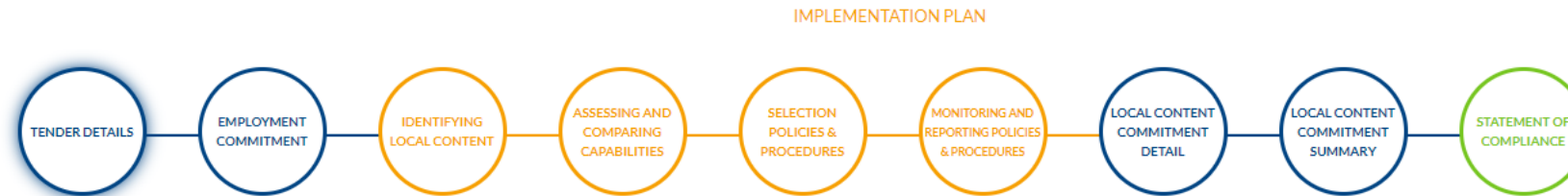
Plans **New**

Actions	Name	Number	Agency	Status	LIDP Due Date	Submission Date	Version
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- Login via VMC Portal <https://icnvic.force.com>; after login, click on the 'Plans' tab
- Create a new LIDP by clicking on the 'New' button
- Page 12 to 24 demonstrate how to fill in a **Long Form LIDP**
- Page 25 to 27 introduce the key points for completing **Short Form LIDP**

**Bidders cannot choose between Long Form and Short Form LIDPs. Please refer to page 22 for more details

Filling in an LIDP – Search for a Tender



This form provides a template to prepare a Local Jobs First Local Industry Development Plan (LIDP). Bidders must consult with the Industry Capability Network (Victoria) Ltd (ICN) for acknowledgement of their Local Industry Development Plan. LIDPs generally take between one to six working days to prepare, depending on the complexity of the project, nature of the input items or experience with the Local Jobs First Policy. During preparation of this document, bidders on strategic projects must consult with the Industry Capability Network (Victoria). Assistance is also provided to bidders on standard projects. Please allow up to three (3) business days for the assistance process. ICN can be contacted on (03) 9864 6700 or at info@icnvc.org.au. Please refer to the Local Jobs First Supplier Guidelines document for more details.

Please note, to submit your LIDP for an ICN Acknowledgement Letter, all fields of this form and all cells in the tables must be completed. If you have no information to provide, please note N/A or 0, as applicable.
 If an LIDP is completed after the tender close date specified by the Agency, you will not be able to submit it for acknowledgement.

SEARCH TENDERS

2

PIN ⓘ

1

* Tender Number

* Tender Name

* Agency

- LIDP Creation Wizard appears after clicking on the ‘New’ button
- 1** Search ‘Open’ tenders with ‘Tender Number’ or ‘Tender Name’ to start creating LIDP; OR
- 2** Search ‘Closed’ tenders with PIN; PIN should be provided by procuring agency

****Possible reasons that a tender is not found:** 1. Tender is not open for plan submission yet; 2. Tender close date has passed; 3. PIN not used to search for ‘Closed’ tenders; 4. Agency has not approved Contestability Assessment from ICN

Filling in an LIDP – View Tender Details

SEARCH TENDERS

* Tender Number

* Tender Name

* Agency

KEY INFORMATION

Standard or Strategic Tender
Standard

MPSG Applicable
☒

KEY DATES

- 1 Tender Close Date
29 Sep 2020
- 2 LIDP Due Date
24 Sep 2020

TENDER DESCRIPTION

- Once tender selected from search results, tender details will be displayed
- Key dates:

- 1 Tender Close Date – the last date for LIDP submission
- 2 LIDP Due Date (3 business days before Tender Close Date) – submit LIDP by this date to ensure receiving Acknowledge Letter in time to submit with your tender application

**Please allow at least 1-2 business days before LIDP Due Date while seeking ICN assistance

Filling in an LIDP – Project Description

PROJECT DESCRIPTION


Please provide a detailed description of your solution, indicating any exemptions or considerations likely to impact your local content commitment.


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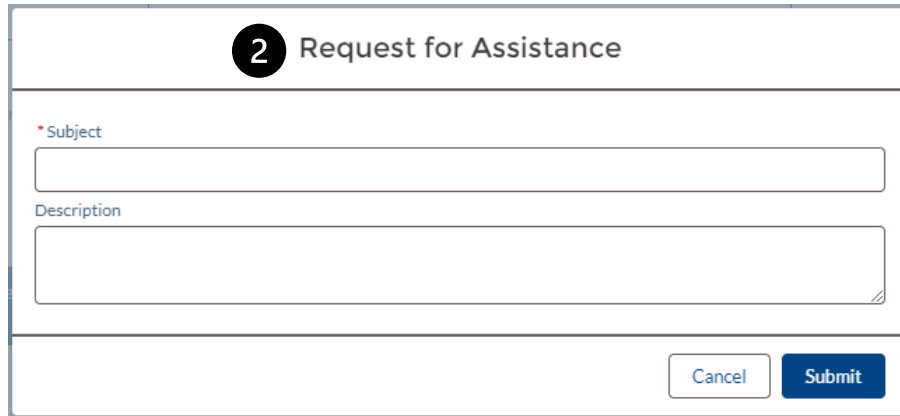
Please provide a summary of your response here

Start with filling detailed description of your solution – what will your company do for this project

Introduction to buttons used across LIDP creation wizard

- 1 Click 'Save & Exit' to save plan in draft and leave the LIDP Creation Wizard
- 2 Click 'Quick Save' to save plan and stay in Wizard
- 3 Click 'LIDP ASSISTANCE' (grayed out by default) to get assistance filling out the LIDP (refer to next page)
- 4 Click on 'Next' to proceed to next step

Filling in an LIDP – LIDP Assistance

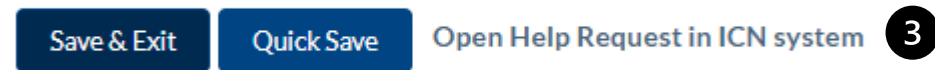
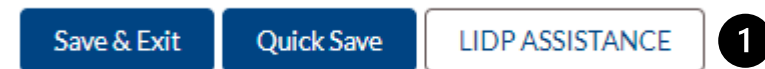


2 Request for Assistance

* Subject

Description

Cancel Submit



- It is highly recommended to seek ICN assistance with your LIDP
 - Plan must be saved at least once before 'LIDP ASSISTANCE' button becomes clickable
 - 'LIDP ASSISTANCE' button is available at the bottom of every screen of LIDP Wizard
- 1 Click on the 'LIDP ASSISTANCE' button on any page
 - 2 Fill in the pop-up form, leave contact details if possible then submit
 - 3 'LIDP ASSISTANCE' button disappears after submission; dedicated Industry Advisor will be allocated for plan assistance. It may take up to 2 business days for initial contact.

Filling in an LIDP – Employment Commitments

All fields are mandatory on this page

- 1 Put in Employment Hours (enter zeros in all irrelevant fields)
 - 2 Input 'Contract Term' in months; Ensure only the initial contract term is entered, DO NOT include any possible extension
 - 3 Click on 'Previous' and 'Next' buttons or click the circles at the top to switch between pages
- **Refer to Appx. 1 for Local Jobs First Glossary



This table has a built-in calculator to calculate the number of retained and/or new jobs to be created in Australia and/or New Zealand during the life of this project, presented as Annualised Employee Equivalent (AEE) in your submission to the procuring agency. AEE = Total paid hours during the contract term (reporting period) divided by total full-time working hours paid per annum (38 hours per week for 52 weeks = 1976).

1

EMPLOYMENT - Building (1 of 1)			
Employment Type	Created Work Hours	Retained Work Hours	Total Work Hours
Victoria			
Standard	<input type="text"/>	<input type="text"/>	0
Apprentice	<input type="text"/>	<input type="text"/>	0
Trainee	<input type="text"/>	<input type="text"/>	0
Cadet	<input type="text"/>	<input type="text"/>	0
Total Victoria	0	0	0
Rest of ANZ			
Standard	<input type="text"/>	<input type="text"/>	0
Apprentice	<input type="text"/>	<input type="text"/>	0
Trainee	<input type="text"/>	<input type="text"/>	0
Cadet	<input type="text"/>	<input type="text"/>	0
Total Rest of ANZ	0	0	0
TOTAL	0	0	0

2

* Contract Term (months)

Save & Exit

Quick Save

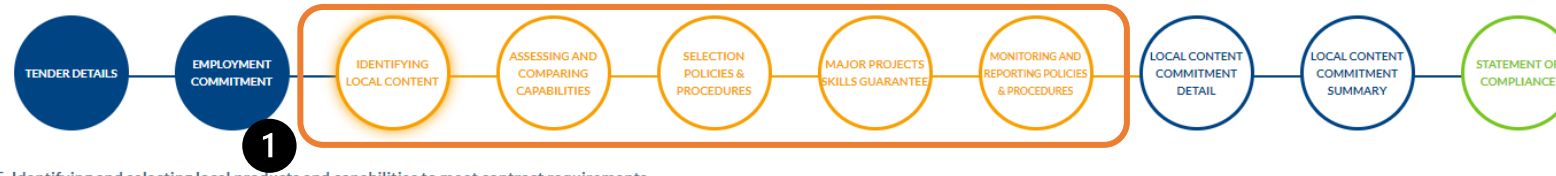
LIDP ASSISTANCE

3

Previous

Next

Filling in an LIDP – Implementation Plan



5. Identifying and selecting local products and capabilities to meet contract requirements.

5.1 Consultation Process

Many of the technologies and materials for this project may be available locally. Where applicable, bidders should propose procedures to work with various stakeholders to minimise the need to source from overseas and promote the concept of local industry participation. This could include consulting with:

- Subcontractors
- Industry associations
- ICN
- Government organisations and agencies
- ANZ Industry and other groups
- Employment associations
- TAFEs
- Department of Jobs, Precincts and Regions - Industry Portfolio

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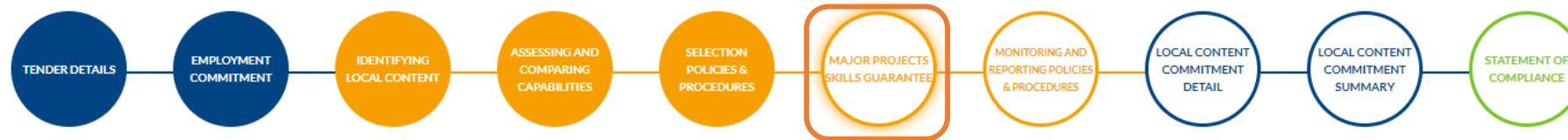
Please write your answer

Files
2
Upload Files
Or drop files
Restore

FILE NAME	FILE SIZE	CREATED DATE	MODIFIED DATE
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- 1 Respond to all fields in steps outlined in orange; Make sure to address each dot point when answering these questions
- 2 Bidders are not required to upload documents but supporting documents can be uploaded when answering some of the questions

Filling in an LIDP – Major Projects Skills Guarantee



8. Major Project Skills Guarantee

The Major Projects Skills Guarantee is a policy that provides job opportunities for apprentices, trainees and cadets on high value construction projects. In the below sections, please outline your MPSG commitment by employee type. Also provide a detailed breakdown of the intended number of trainees, apprentices and cadets by trade or occupation. You are not required to provide the workings of the formula but must keep records that can be requested by the Procuring agency, Department of Jobs, Precincts and Regions or the Local Jobs First Commissioner.

Plan Occupations New 1

Please specify the number of apprentices, trainees or cadets, by trade or occupation, expected to be employed on the project.

Occupation Type	Employee Type	New	Existing	Estimated Total
<div style="display: flex; align-items: center;"> <div style="background-color: black; color: white; border-radius: 50%; width: 20px; height: 20px; display: flex; align-items: center; justify-content: center;">2</div> <div style="border: 1px solid #ccc; padding: 2px; margin-left: 5px;"> <div style="display: flex; align-items: center;"> <div style="font-size: 0.8em; margin-right: 5px;">🏠</div> <div>Electrical engineer</div> <div style="margin-left: 10px; font-size: 0.8em;">×</div> </div> </div> </div>	<div style="border: 1px solid #ccc; padding: 2px; margin-left: 5px;">Apprentice</div>	<div style="border: 1px solid #ccc; width: 100px; height: 25px;"></div>	<div style="border: 1px solid #ccc; width: 100px; height: 25px;"></div>	0

3

Total Labour Hours

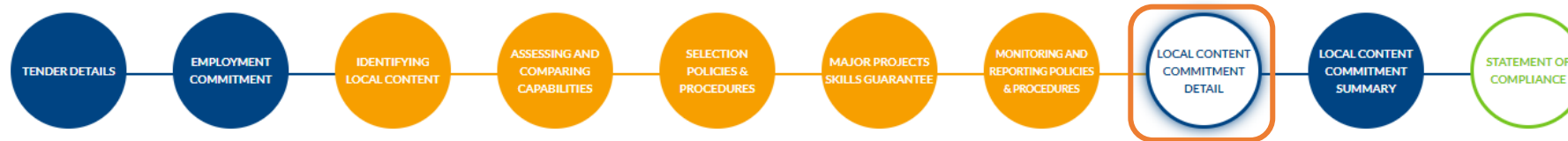
Total Hours for Apprentices, Trainees or Cadets

MPSG Commitment

- This page will not appear for non-MPSG applicable projects

- 1 Click on 'New' button to create occupations for apprentices, cadets and trainees
- 2 Search for 'Occupation Type', choose proper 'Employee Type' and enter hours against each occupation (refer to Appx. 1 for Local Jobs First Glossary if needed)
- 3 Put in 'Total Labour Hours' (mandatory) and 'Total Hours for Apprentices, Trainees or Cadets'; 'MPSG Commitment' will be calculated by system

Filling in an LIDP – Local Content Commitment Detail



PLEASE SAVE YOUR WORK AT LEAST EVERY 15 MINUTES

This table captures all input items used in your solution, including those identified by ICN based on the scope of works provided by the procuring Agency/Department. It will inform ICN's assessment of the local content commitments for contestable and non-contestable inputs for the project. As you complete the table, please note the risk evaluation considerations listed here.

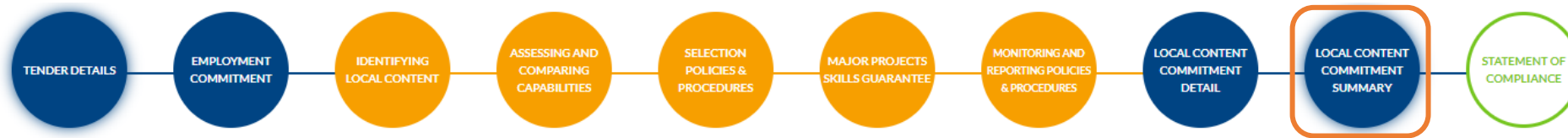
2

New Item

VALUE ADDED ACTIVITY - Building												
N/A		Work Package	* Item Description	* Manufacturer	* Potential Supplier	Imported Content	* Local Content	* Contract Content	Total Local Content	* # of SMEs ⓘ	* Total # of Suppliers ⓘ	
1	<input type="checkbox"/>	1	<input type="text"/>	Building-Building-Structure: doors	<input type="text"/>	<input type="text"/>	100.00%	0.0000%	<input type="text"/>	0.0000%	<input type="text"/>	<input type="text"/>
	<input type="checkbox"/>	2	<input type="text"/>	-Building-Hydraulics: pipe fittings - ABS	<input type="text"/>	<input type="text"/>	100.00%		<input type="text"/>	0.0000%	<input type="text"/>	<input type="text"/>
Total						0.0000% ⓘ			0.0000%			

- All fields with red Asterix in this page are mandatory; The 'Work Package' column can remain blank
 - Save this page regularly to prevent data lost
- 1 Tick the 'N/A' checkbox if an item is not applicable
 - 2 Click 'New' button to add a new item/row if needed
 - 3 Total 'Contract Content' % must be 100%
 - 4 For Strategic projects, overall 'Total Local Content' must be equal to or greater than the target (targets outlined in next step)

Filling in an LIDP – Local Content Commitment Summary



READ ONLY - NO INPUT REQUIRED

Local Jobs First Criteria	Requirement	Commitment
ANZ Value-Added Activity	The bidder shall demonstrate its ability to deliver:	In the field below, outline your ANZ Value-Added Activity commitment:
Local content (or ANZ value added activity) = the total cost of a product or service less the imported content.	191	392.9000
	2% Building minimum local content	4% Building minimum local content
	10% MPSG	10.4% MPSG
Note: Consideration should be given to the use of items by competitive local suppliers as this will assist in meeting the minimum local content requirements.		

- All fields on this page are 'Read-Only'
- 1** Local Content Target – will display ONLY for Strategic projects
- 2** MPSG Target – will display ONLY for MPSG applicable projects
- 3** Local Content Commitment – 'Total Local Content' from previous screen
- 4** MPSG Commitment – calculated field from MPSG screen (0 for non-MPSG projects)

Considerations Before Submitting an LIDP (Cont.)

- Information Requirements

- All sections of LIDP must be completed. Use a zero (0) or N/A rather than leave fields blank. Missing information may lead to LIDP submission failure;
- For strategic project, you will not be able to submit LIDP unless the minimum requirements set by the Minister have been met. This includes local content commitment, Major Projects Skills Guarantee (MPSG), steel commitment and other commitments specified;
- For additional input items other than those identified from the agency/department's scope of work (SoW), please add them to the local content commitments table along with the corresponding local content %, contract content % and supply chain information (page 19);
- Please ensure 100% of the contract content for the project has been addressed.

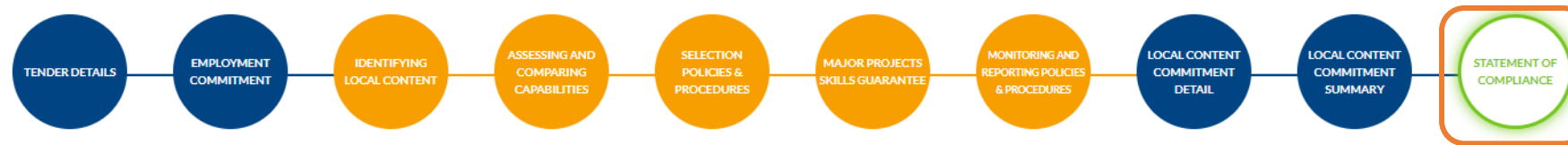
Considerations Before Submitting an LIDP (Cont.)

- Risk Evaluation
 - ICN is not able to assess the local content commitment of an item when the manufacturer has not been clearly identified;
 - ICN is not able to assess the achievability of the local content commitment of an item when suppliers and manufacturers have not been listed separately;
 - ICN is not able to assess the achievability of the local content commitment of an item when both international and local manufacturers have been listed. It is because the local content values for the manufacturers are different;
 - Ensure all input items listed in the Local Content Commitments Table have been addressed (page 19).

Considerations Before Submitting an LIDP (Cont.)

- Risk Evaluation
 - If you list items in a general grouping (e.g. electrical materials) instead of as individual line items, ICN is not able to assess the achievability of the local content commitment provided as individual products have different local content values
 - Contract content % of applicable items of the project should not be 0%;
 - Ensure LIDP provides clear details on processes, procedures and policies for managing your supply chain, engaging local manufacturers, suppliers and labour, maximizing local industry participation on the project and monitoring and reporting on your local industry engagement and employment commitments.

Submitting an LIDP



By signing this statement of compliance, you commit to:

- Take all reasonable steps to comply with LJF principles
- Agree to be monitored by the Department or Agency, the Department of Jobs, Precincts and Regions (DJPR), Local Jobs First Commissioner for compliance with LJF commitments as part of overall performance management
- Agree to complete the Statutory Declaration (Attachment F of the LIDP report) at practical completion of the project, confirming Local Jobs First outcomes achieved
- Agree to allow DJPR, Local Jobs First Commissioner and ICN to review the Local Jobs First outcomes at the completion of the contract
- Acknowledge that the Local Industry Development Plan shall be centrally recorded by the Victorian Government
- Agree to the Terms and Conditions as set out in Attachment G of the LIDP report and also present in the footer of this wizard.

To confirm that you agree to the Statement of Compliance as listed above, please sign below.

1 ☒ Agree to terms & conditions

Note: By submitting a Local Industry Development Plan online via the Victorian Local Jobs First Management Centre - VMC (www.icnvc.org.au/vmc) acceptance of the Terms and Conditions must be acknowledged and agreed to prior to submission, therefore no signature is required within the Local Industry Development Plan.

Save & Exit Quick Save LIDP ASSISTANCE

2 Previous Submit for Acknowledgement

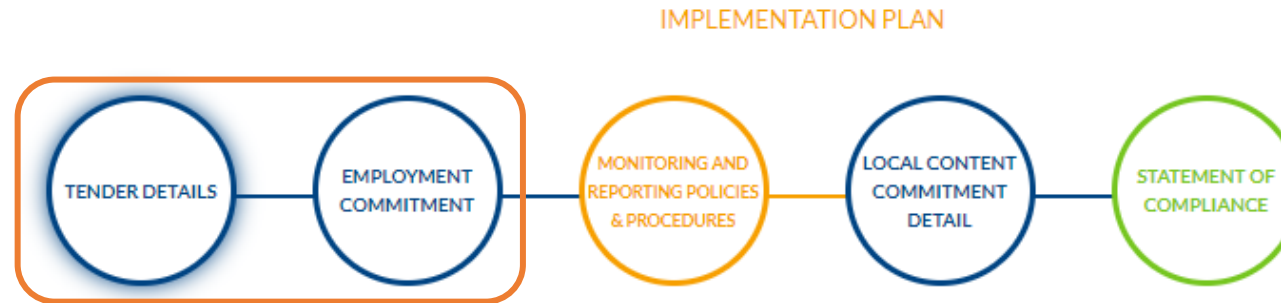
- Consider to have an Industry Advisor to review the LIDP before submission

1 Tick the checkbox to agree to T&Cs, 'Submit for Acknowledgement' button shows up

2 Click on 'Submit for Acknowledgement' button to submit the plan

** ICN cannot provide any assistance or advice related to the LIDP after submission

Completing Short Form LIDP (1)



- Whether a Short Form LIDP is applicable is determined by Agency
- After searching for desired tender (refer to page 13), Short Form LIDP Wizard will show up if applicable
- For 'Tender Details' step, please refer to page 13 & 14
- For requesting 'LIDP Assistance' from ICN, please refer to page 15
- For 'Employment Commitment' step, please refer to page 16

Completing Short Form LIDP (2)



1 Respond to 'Monitoring and Reporting Policies & Procedures' by ticking checkboxes;

** 'Local Jobs First Monitoring Table' checkbox must be ticked; 'ICN Analytics' checkbox must be ticked for projects over \$20 million)

2 Specify answer in text as it is mandatory

3 Upload supporting documents if necessary

9. Local Jobs First Monitoring and Reporting

A main component of the LJF is ongoing monitoring and reporting on outcomes achieved throughout project delivery.

Different project sizes have different reporting requirements. Projects with a total project value of \$20 million or over must use ICN Analytics and are required to report half-yearly to the procuring agency, who in turn report to the Department of Jobs, Precincts and Regions. The tender will provide details on monitoring and reporting expected by the agency.

The Local Jobs First Commitments Monitoring Table (at a minimum) or ICN Analytics are used to demonstrate the LIDP commitments achieved. The monitoring table and a signed Statutory Declaration must be completed by or at practical completion of the project and/or delivery of the goods or services. They must demonstrate that Local Jobs First outcomes have been achieved. Additional comments may need to be given to explain any differences between the expected outcomes from the agreed LIDP and those reported in the monitoring table. The Agency contract manager will request this table and give it to ICN and the DJPR for verification.

- 1 Please let us know the ways you will monitor and report on this contract:
- ☐ Local Jobs First Monitoring Table (mandatory)
 - ☐ ICN Analytics (mandatory for projects over \$20 million)
 - ☐ Develop Reporting templates to be issued to subcontractors for Evaluation and performance reporting
 - ☐ Regular reviews of reporting on outcomes
 - ☐ Use of reporting systems such as Microsoft Excel
 - ☐ Working document outlining products used and local content committed
 - ☐ Other (please specify in text below)


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Please write your answer

3

Files

 Upload Files Or drop files Restore

FILE NAME	FILE SIZE	CREATED DATE	MODIFIED DATE
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Save & Exit Quick Save LIDP ASSISTANCE

Previous Next

Completing Short Form LIDP (3)



This project or aspect of this Local Jobs First project has been deemed to be of nil or limited contestability. This means that the Industry Capability Network Victoria (ICN) has judged that goods produced, services supplied and construction activities to be used in this contract of nil or limited contestability meaning the local content is equal to or greater than 97 percent.

In delivering this contract you will be expected to adhere to this judgment and the principles of the Local Jobs First Policy and only use non-contestable goods, services or construction activity.

* Please confirm that you have undertaken an assessment and agree that goods produced, services supplied and construction activities as part of this contract meet a minimum 97% local content:

- ☐ Yes
☐ No

* Please confirm you will use only goods produced, services supplied and construction activities that represent a minimum 97% local content commitment in fulfilling this contract:

- ☐ Yes
☐ No

Save & Exit Quick Save LIDP ASSISTANCE

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- Answer the two mandatory questions in ‘Local Content Commitment Detail’ step
- For submitting Short Form LIDP in the last step, please refer to page 24

Viewing & Editing an LIDP

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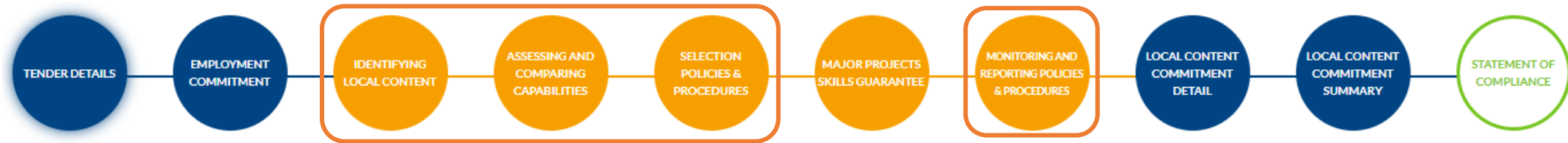
Plans

New



Actions	Name	Number	Agency	Status	LIDP Due Date	Submission Date	Version
<div><div><div></div><div></div><div></div></div></div>				Submitted	24/09/2020	16/09/2020	1
<div><div><div></div><div></div><div></div><div></div><div></div></div></div>				Draft	24/09/2020		

- On 'Plans' tab, click on the  button in the 'Actions' column to view Plan details
- Click on the  button to edit 'Draft' plans
- Click on the  button to delete 'Draft' plans
- Click on the  button to download the most updated LIDP file

Viewing Acknowledgement /Non-Compliance Letter



Files				<input type="button" value="Upload Files"/> <input type="button" value="Or drop files"/> <input type="button" value="Restore"/>
FILE NAME	FILE SIZE	CREATED DATE	MODIFIED DATE	
Acknowledgement Letter.docx	12 KB	17/09/2020	17/09/2020	<input type="button" value="View"/> <input type="button" value="Download"/> <input type="button" value="Delete"/>

- Acknowledgement Letter or Non-Compliance Letter will be sent to your email; OR
- View your LIDP then click on any step outlined in orange frame and scroll to the bottom to find the 'Files' section (For Short Form LIDP, 'Files' section is in 'Monitoring and Reporting Policies & Procedures' step)
- View documents with  button and download using  button

Re-submitting an LIDP

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Plans

New

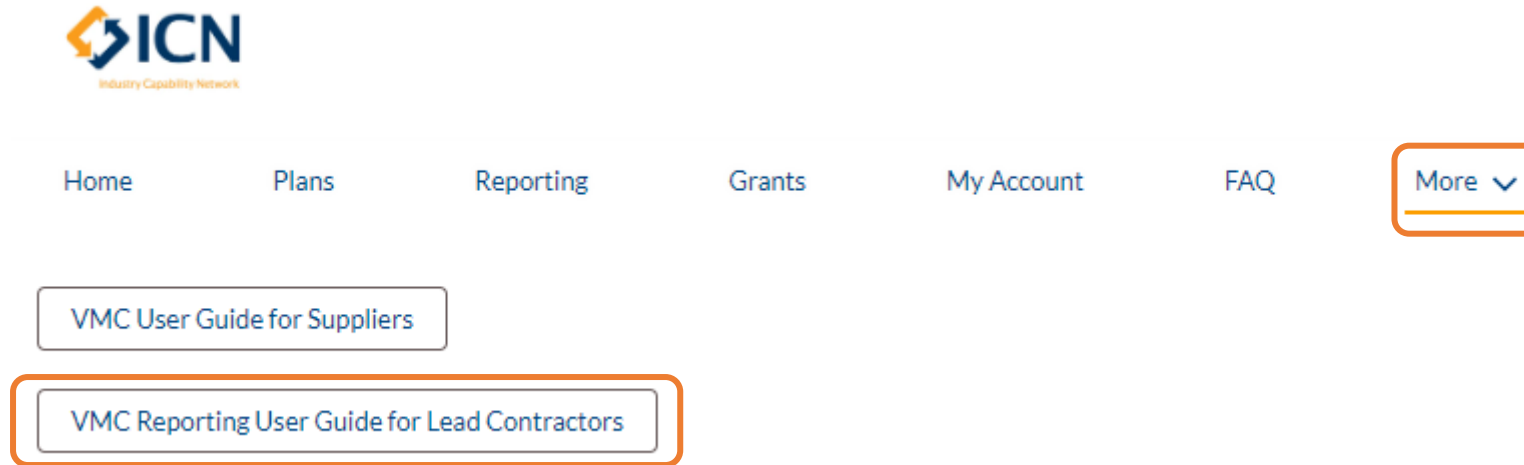
Actions	Name	Number	Agency	Status	LIDP Due Date	Submission Date	Version
<div> <div></div> <div></div> <div></div> <div></div> <div></div> </div>				Draft	24/09/2020	16/09/2020	1

- When a plan has been requested for resubmission, a  button will show in 'Actions', status of the plan will become 'Draft'
- Click on  button to update your LIDP and re-submit

   				Submitted	24/09/2020	17/09/2020	2
 				Closed	24/09/2020	16/09/2020	1

- After clicking on the  button, the original plan (Version 1) will be 'Closed' and a new plan (Version 2) will be created
- Update plan and resubmit for a second evaluation

VMC Reporting



For VMC Reporting, please click on 'More' → 'User Guide' and refer to 'VMC Reporting User Guide for Lead Contractors'

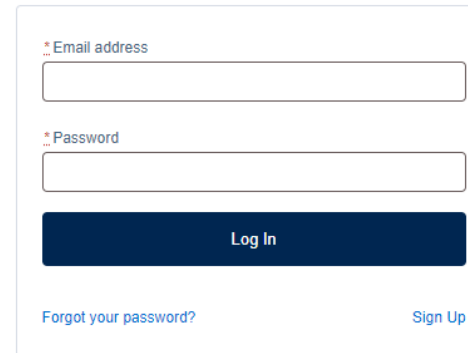
Bidder Support

VMC

<https://icnvic.force.com/>

Log a support ticket

Refer to FAQs



A login form for the ICN Industry Capability Network. It features two input fields: 'Email address' and 'Password', both with red asterisks indicating they are required. Below the fields is a dark blue 'Log In' button. At the bottom, there are two links: 'Forgot your password?' and 'Sign Up'.

Email or Call

✉ Info@icnvic.org.au

☎ 03 9864 6700 (Option 2 “LIDP” then Option 1 “Bidder”)

Appx. 1 – Glossary of Terms

Term	Definition
Local Job First Policy (LJF)	The Local Jobs First Policy is comprised of the Victorian Industry Participation Policy and the Major Projects Skills Guarantee (MPSG)
Major Projects Skills Guarantee (MPSG)	The MPSG is a policy that provides job opportunities for apprentices, trainees and cadets on high value construction and infrastructure projects
Local Content	Local content means goods that are produced, or services supplied or construction activities carried out by local industry within Australia and New Zealand
Social Procurement Framework (SPF)	Whole of Victorian Government' policy that applies to the procurement of all goods, services and construction undertaken by, or on behalf of, departments and agencies subject to the Standing Directions 2018 under the Financial Management Act 1994
Victorian Management Centre (VMC)	VMC is the LJF Tendering and joint LJF/SPF Reporting platform. Agencies register LJF applicable tenders and create LJF/SPF reporting contracts. Awarded suppliers report achievements against social and local commitments
Local Jobs First Glossary	https://localjobsfirst.vic.gov.au/about/glossary
Local Jobs First Supplier Guideline	https://www.localjobsfirst.vic.gov.au/data/assets/pdf_file/0024/149730/Local-Jobs-First-Supplier-Guidelines-May-2020.pdf