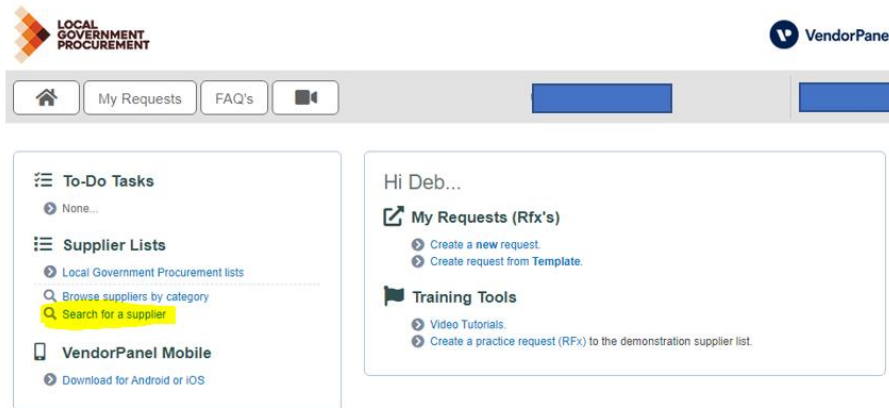


Guide – Using LGP SI (Supplier Intelligence) Badges in VendorPanel

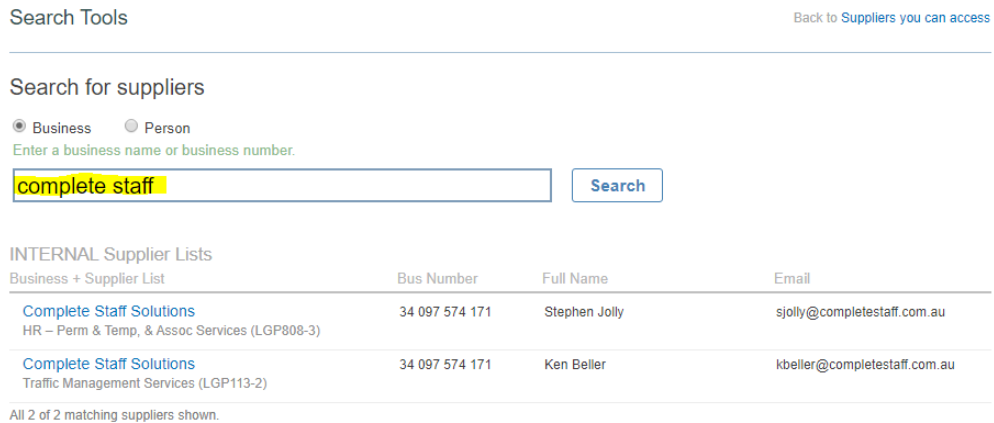
Viewing SI Badges against LGP Approved Contractors before creating an RFX

From your homepage, you can search for a Supplier



The screenshot shows the VendorPanel interface. At the top left is the 'LOCAL GOVERNMENT PROCUREMENT' logo. At the top right is the 'VendorPanel' logo. Below the logos is a navigation bar with buttons for 'Home', 'My Requests', 'FAQ's', and a video icon. The main content area is divided into two columns. The left column contains 'To-Do Tasks' (None...), 'Supplier Lists' (Local Government Procurement lists, Browse suppliers by category, Search for a supplier), and 'VendorPanel Mobile' (Download for Android or iOS). The right column contains a greeting 'Hi Deb...', 'My Requests (Rfx's)' (Create a new request, Create request from Template), and 'Training Tools' (Video Tutorials, Create a practice request (RFX) to the demonstration supplier list).

Type in the name of the supplier you're searching for



The screenshot shows the 'Search Tools' section. At the top right is a link 'Back to Suppliers you can access'. Below is a search bar with the text 'Search for suppliers'. There are radio buttons for 'Business' (selected) and 'Person'. Below the radio buttons is the text 'Enter a business name or business number.' The search bar contains the text 'complete staff' and a 'Search' button. Below the search bar is a table titled 'INTERNAL Supplier Lists' with columns 'Business + Supplier List', 'Bus Number', 'Full Name', and 'Email'. The table contains two rows of data. Below the table is the text 'All 2 of 2 matching suppliers shown.'

| Business + Supplier List | Bus Number | Full Name | Email |
|-------------------------------------------------------------------------------------------|----------------|---------------|------------------------------|
| Complete Staff Solutions HR – Perm & Temp, & Assoc Services (LGP808-3) | 34 097 574 171 | Stephen Jolly | sjolly@completestaff.com.au |
| Complete Staff Solutions Traffic Management Services (LGP113-2) | 34 097 574 171 | Ken Beller | kbeller@completestaff.com.au |



To view the SI badge assigned, click on the name of the company to open up their profile and you will see any badge LGP has assigned

Supplier Details

HR – Perm & Temp, & Assoc Services (LGP808)
Local Government Procurement Approved Contractors

Business Name (validated): **Complete Staff Solutions**
ABN: 34 097 574 171
Address: 12 Tyrrell St
Wallsend, New South Wales 2287
Australia

Business Description: Provider of Temporary Staffing and Labour Hire, Permanent Recruitment, Human Resources Consulting, Workplace Health and Safety Consulting, Drug and Alcohol Testing and Consulting plus Training across a range of hard and soft skills.
Complete Staff Solutions have been providing services to Local Government since its inception in 2006 and prior to that, as another entity, since 1993.
Complete Staff Solutions are a generalist agency with offices in Queensland at Mackay and around NSW with branches in North Coast, Mid North Coast, Newcastle/Hunter, Central Coast, Sydney, Western Sydney, Illawarra, Central West. More branches will be opening shortly in Northern Tablelands of NSW and in Southern Queensland, based on current demand for Complete Staff Solutions service based approach to building long term relationships with our clients in meeting needs.

Primary Contact: **Stephen Jolly (Chief Executive Officer)**
Email: sjolly@completestaff.com.au
Primary phone: 1800 308 308
Mobile phone: 0407 294 755
Fax number: 02 4941 9899
WebSite: <http://www.completestaff.com.au/>
Number of employees: More than 1000
Annual revenue: Prefer not to say

Attachments:
• lgp808-3 complete staff solutions - pricing schedule dec17.xls Added : 16/Feb/2021 10:18 AM
• lgp808-3 complete staff solutions - whs schedule.pdf Added : 16/Feb/2021 10:18 AM

Current compliances:

| TYPE | POLICY DOC # | COVERAGE VALUE \$ | ISSUED BY | EXPIRY DATE | DOC | NOTE |
|------------------------------------|--------------|-------------------|-----------|-------------|------|------|
| ⚠ Professional Indemnity Insurance | | Not yet compliant | | | | |
| ⚠ Public Liability Insurance | | Not yet compliant | | | | |
| ✅ Workers Compensation Insurance | 111862801 | Not provided | icare | 30/Jun/21 | View | |

LGP Modern Slavery: Low Risk ✅ Low [View Details](#)

You can click on View Details to see more information around what the badge means

LGP Modern Slavery

HR – Perm & Temp, & Assoc Services (LGP808-3)

Business Name (validated): **Complete Staff Solutions**
ABN: 34 097 574 171

Status: ✅ **Low Risk**

Reasons: Modern slavery awareness. Has been communicated within organisation. Satisfactory policies and processes in place to assess and address modern slavery in supply chain or adequately working towards. If required to comply with Commonwealth Modern Slavery Act 2018 they are complying and reporting. Also includes suppliers that have opted to voluntarily report under the Act.



Viewing SI Badges against LGP Approved Contractors whilst creating an RFX

Once you have selected the categories and panels for your RFX, you will be presented with a list of LGP Approved Contractors who meet your requirements and you will see the SI Badge assigned to the contractor

The screenshot shows the 'Filter Suppliers by' interface. At the top, there are three filter sections: 'Text Filter' (with a search box containing 'type here...'), 'Supplier Filter Tags' (with a search box containing 'select filter tags...'), and 'Distance Filter' (with a dropdown menu set to 'Show All' and a location pin icon for 'Sydney NSW 2000'). Below these filters is a table with columns for 'Supplier + Supplier List', 'Categories', and 'Distance'. A red arrow points to the 'Categories' column. The table lists several suppliers, each with a green SI badge in the 'Categories' column.

| Supplier + Supplier List | Categories | Distance |
|-------------------------------------------------------------------------------------------------------|------------|----------|
| <input type="checkbox"/> Adecco Australia Pty Ltd HR – Perm & Temp, & Assoc Services (LGP808-3) | 2 of 3 | < 1 km |
| <input type="checkbox"/> Allegra Recruitment HR – Perm & Temp, & Assoc Services (LGP808-3) | 2 of 3 | < 1 km |
| <input type="checkbox"/> Allstaff Australia Pty Ltd HR – Perm & Temp, & Assoc Services (LGP808-3) | 2 of 3 | 26 km |
| <input type="checkbox"/> APG Hire HR – Perm & Temp, & Assoc Services (LGP808-3) | 2 of 3 | 36 km |
| <input type="checkbox"/> Bob Jane Corporation Tyres & Batteries: Supply+Servs+Recycl.(NPN1.14-2) | 1 of 3 | 716 km |
| <input type="checkbox"/> Bridgestone Australia Tyres & Batteries: Supply+Servs+Recycl.(NPN1.14-2) | 1 of 3 | 1,159 km |
| <input type="checkbox"/> Cameron Recruitment Pty Ltd HR – Perm & Temp, & Assoc Services (LGP808-3) | 1 of 3 | 27 km |
| <input type="checkbox"/> Chandler Macleod HR – Perm & Temp, & Assoc Services (LGP808-3) | 2 of 3 | 117 km |
| <input type="checkbox"/> CK Recruitment Pty Ltd | 1 of 3 | 43 km |

You can use the View filter option to reduce the number of contractors.

The screenshot shows the 'Filter Suppliers by' interface with the 'View filter options' section expanded. A red arrow points to the 'View filter options' section. The expanded section shows four filter options for 'LGP Modern Slavery': 'LGP Modern Slavery: Low Risk' (checked), 'LGP Modern Slavery: Moderate', 'LGP Modern Slavery: High', and 'LGP Modern Slavery: No response provided'. Below the filters is a table with columns for 'Supplier + Supplier List', 'Categories', and 'Distance'. A red arrow points to the 'Categories' column. The table lists five suppliers, each with a green SI badge in the 'Categories' column.

| Supplier + Supplier List | Categories | Distance |
|-------------------------------------------------------------------------------------------------------|------------|----------|
| <input type="checkbox"/> Adecco Australia Pty Ltd HR – Perm & Temp, & Assoc Services (LGP808-3) | 2 of 3 | < 1 km |
| <input type="checkbox"/> Allegra Recruitment HR – Perm & Temp, & Assoc Services (LGP808-3) | 2 of 3 | < 1 km |
| <input type="checkbox"/> Allstaff Australia Pty Ltd HR – Perm & Temp, & Assoc Services (LGP808-3) | 2 of 3 | 26 km |
| <input type="checkbox"/> Cameron Recruitment Pty Ltd HR – Perm & Temp, & Assoc Services (LGP808-3) | 1 of 3 | 27 km |
| <input type="checkbox"/> Chandler Macleod HR – Perm & Temp, & Assoc Services (LGP808-3) | 2 of 3 | 117 km |