

Contractor Insurance Management System

Contractor Information



Statewide Mutual is pleased to announce the launch of a new Contractor Insurance Management-Software System commencing in 2012.

In response to concerns from Member Councils (currently 149 NSW Councils and County Councils), Statewide Mutual is offering to assume the task of managing Contractors' insurance records to enable Member Councils to focus their attention more on the management of works and/or services provided by the Contractor.

The system is a secure, web-based, password protected database, where Contractors, working with Member Councils (currently in NSW only) can register their business and insurance information.

How it works:

Councils may require Contractors to register (or be registered) in the Contractor Insurance Management System (CIMS) prior to engagement for works with Council.

Contractors simply access the CIMS website and register online, initially citing ABN and key business contact details. A small annual registration fee of \$100 needs to be paid online as part of the registration. This fee is to cover the administration of the system.

Once payment has been accepted, the system will generate an automatic email notification quoting a unique Account number. The Contractor will then be required to enter insurance policy details and upload (or mail/ fax) copies of both the Schedule and PDS for each policy.

Statewide will review insurance documentation and manage this information, so that Member Councils receive and can view a single, clear overview of the policy coverage, limits and exclusions for each Contractor.

What does the Contractor get out of CIMS

1. Single registration point of insurances for Contractors working for NSW Councils.
2. Ability to include Company licences, certifications and other supporting documents.
3. Insurance information provided is verified by qualified professionals..
4. Electronic reminders issued when policies and registration dates are approaching expiry.
5. Register once for access to one/many NSW Councils (currently)
6. Save time and money in managing and forwarding copies of insurances to each Council, for each job/tender.
7. The system will have both online and telephone support.

What do you need to register:

1. Internet connection (recommend as minimum Internet Explorer 7.0)
2. ABN
3. Email address
4. Business contact name, address, phone
5. Credit Card and/or Paypal
6. Electronic Copies of the schedule and policy wording or PDS (Product Disclosure Statement) for each insurance policy (applicable to Council activities). Alternatively hard copies of policy documentation can be faxed or mailed to the contact details provided on the CIMS system.

The system being released in early 2012 is Phase one of the CIMS and will focus on the insurance policies, but future phases will expand the level of information and value to all parties.

Future releases will include an online "Introduction to Local Government" training package, where Contractors' employees may be required to complete, at their own leisure, prior to commencing work on site. The system will also provide Contractors with the ability to access, identify and allocate additional online training to their employees.



To access the CIMS system, please use www.statewide.nsw.gov.au and click on the CIMS logo.
For further information on CIMS, please contact your Council or email cims.support@statewide.nsw.gov.au