

APPLICATION READINESS CHECKLIST

ARC-RC-2026-01

Application System — Tool 7 | General Purpose | Reusable

Redstone Civil Pty Ltd | ABN 52 143 867 291 | Garbutt QLD 4814

June 2026

Pre-submission checklist for Tier 1 & council applications | Haughton Pipeline reference

1	2	3	4	5	6	7
Company Overview	Financial Capacity	WHS System	Insurance Certs	Past Projects	Key Personnel CVs	Plant & Equipment
READY	READY	READY	CONFIRM	READY	CONFIRM	READY

● READY — documents built, submission-ready	● CONFIRM — documents ready, physical action needed before lodging	● BLOCKER — critical gap, cannot lodge
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OVERALL STATUS	Application-ready with 2 confirm items. 5 of 7 sections fully submission-ready. Sections 4 and 6 require physical documents to be gathered (insurance certificates and operator ticket copies) before lodging any live application. Zero hard blockers. Document library is complete.
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SECTION 1	Company Overview and Legal Entity			READY
Document	Description	Tool	Status	
redstone-civil-business-dna-profile.pdf	Business DNA — full context block + company detail	T1	✓ Complete	
redstone-civil-capabilities-statement.pdf	Core services, delivery model, differentiators	T2	✓ Complete	
redstone-civil-capacity-statement.pdf	Peak capacity, team, plant, surge model	T2	✓ Complete	
redstone-civil-brand-identity.pdf	Tone, messaging, visual identity, tagline	T5	✓ Complete	
redstone-civil-target-client-worksheet.pdf	ICP definition — Tier 1 procurement target	T3	✓ Complete	
ABN 52 143 867 291	Registered QLD Proprietary Limited — 2013	—	✓ Confirmed	

SECTION 2	Financial Capacity			READY
Document	Description	Tool	Status	
redstone-civil-b4-finance-capacity-statement.pdf	Financial capacity statement — practice company figures	T7	✓ Complete	
redstone-civil-capacity-statement.pdf	Revenue capacity, plant asset base, bonding to \$900K	T2	✓ Complete	
redstone-civil-accountant-letter-financial-capacity.pdf	Accountant letter — zero-debt, working capital for \$3.5M	T7	✓ Complete	
redstone-civil-daily-rates-schedule.docx	Schedule of rates — RC-RATES-2026-01 — single figures confirmed	T7	✓ Complete	
BAS lodgements	Quarterly — current as at Q2 FY2026 (per accountant letter)	—	✓ Confirmed	
NAB Business Banking	Overdraft \$150K — Townsville branch	—	✓ Confirmed	

Scale note: Prior largest project was \$620K. For contracts above \$1.5M, attach the accountant letter of financial capacity to confirm working capital. Also verify client payment terms (TCC standard: 28–35 days) against the daily rates schedule default of 14 days before signing the contract.

SECTION 3	WHS Management System and Safety Record			READY
Document	Description	Tool	Status	
redstone-civil-c2-whs-policy-statement.pdf	ISO 45001-aligned policy — 8 areas, psychosocial incl.	T6	✓ Complete	
redstone-civil-whs-policy-overview.pdf	WHS Policy Overview — summary for tender attachment	T2	✓ Complete	
redstone-civil-psychosocial-risk-register.pdf	ISO 45003:2021 + WHS Amend. Reg 2022 — role-based register	T2	✓ Complete	
redstone-civil-c1-compliance-standards-map.pdf	NQ civil earthmoving compliance standards map	T6	✓ Complete	
redstone-civil-whs-deep-research-reader.pdf	WHS research reader — standards, gaps, sprint plan	T6	✓ Complete	

Document	Description	Tool	Status
CQMS Raize prequalification	Registered — login required to download current certificate	—	Download

WHS Code	Description	Status
Code A — Starting State	No formal WHS system. Basic task-level SWMS only.	Starting state
Code C — Current	ISO 45001 policy framework + ISO 45003:2021 Psychosocial Risk Register + WHS Amendment Reg 2022 + CQMS Raize prequalification.	Achieved
Code D — Next Target	Full SWMS suite + Master Physical Risk Register + Plant Pre-Start Checklists + active audit cycle. Required for most Tier 1 panels.	In progress

SECTION 4	Insurance Certificates	CONFIRM
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Document	Description	Tool	Status
redstone-civil-insurance-register.pdf	Insurance Register V2 — all policies, V2 adds PI	T7	✓ Complete
Public Liability — QBE — PLQ-2024-RC-8891	\$20M — current to 30/06/2027	—	■ Download CoC
Professional Indemnity — Chubb — PIC-2026-RC-4417	\$5M — current to 30/06/2027 — Tier 1 compliant	—	■ Download CoC
Workers Compensation — WorkCover QLD — WC-2289341	Statutory — all 7 staff including casuals	—	■ Download CoC
Plant Insurance — Shannon's — COM-2026-RC-7291	All 8 items insured — \$2.14M total — current	—	■ Download CoC

■ **Action required before lodging any live application:** The insurance register is complete as a case study document. For any real submission, download current Certificates of Currency from QBE, Chubb, WorkCover QLD, and Shannon's Commercial and attach as individual PDFs. Most Tier 1 portals require the original CoC — the register alone is not accepted. Verify all expiry dates at time of submission.

SECTION 5	Past Project Evidence (minimum 3 similar scope)	READY
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Document	Description	Tool	Status
redstone-civil-c3-case-study-bohle-plains.pdf	\$620K bulk earthworks — Cube Property — 14 weeks, 1 week early	T6	✓ Complete
redstone-civil-c3-case-study-jensen-drainage.pdf	\$390K drainage channel — NQ Water Infrastructure Corp — on time	T6	✓ Complete
redstone-civil-c3-case-study-mount-louisa-road.pdf	\$280K road maintenance — TCC — on time, 98% MDD, repeat client	T6	✓ Complete
redstone-civil-a2-supplier-capability-pitch.pdf	Supplier capability pitch — all 5 projects referenced	T6	✓ Complete
redstone-civil-capabilities-statement.pdf	Capability statement — project evidence embedded	T2	✓ Complete
Client references	TCC (Greg Hollis), NQWIC (Karen Flood), Cube (Paul Chen)	—	✓ Confirmed

SECTION 6	Key Personnel CVs	CONFIRM
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Document	Description	Tool	Status
redstone-civil-mark-redstone-cv.pdf	Director / Leading Hand — 15yr NQ — Excavator 100T, Grader, Cert III	T7	✓ Complete
redstone-civil-dave-nguyen-cv.pdf	Plant Operator / Grader — 8yr NQ — Cert III, Excavator 20T, Grader	T7	✓ Complete
redstone-civil-jason-cribb-cv.pdf	Truck Driver / Labourer — 5yr NQ — HR Licence, TC Licence	T7	✓ Complete
redstone-civil-sandra-redstone-cv.pdf	Office Manager — Cert IV Business Admin, Xero Certified	T7	✓ Complete
redstone-civil-troy-hammond-cv.pdf	Labourer / TC — Casual — White Card, TC Licence, First Aid	T7	✓ Complete

■ **Action required before lodging any live application:** CV PDFs are complete and submission-ready. Most Tier 1 prequalification portals also require physical copies of current tickets and licences. Scan and compile into a single Personnel Credentials PDF: excavator tickets, grader ticket, HR licences, TC licences, White Cards, and First Aid certificates for all named crew.

Document	Description	Tool	Status
redstone-civil-plant-equipment-regi-ster.pdf	All 8 items — make, model, capacity, year, ownership	T7	✓ Complete
redstone-civil-daily-rates-schedule.docx	RC-RATES-2026-01 — confirmed single-figure wet/dry hire rates	T7	✓ Complete
Plant insurance	All 8 items — Shannon's COM-2026-RC-7291 — \$2.14M total insured	—	✓ Confirmed
Ownership status	E01–E06 owned outright. E07 water truck financed. E08 roller owned.	—	✓ Confirmed

Confirm Before Lodging Any Live Application

1

Download Insurance Certificates of Currency

Log in to QBE, Chubb, WorkCover QLD, and Shannon's Commercial portals. Download current Certificates of Currency for all four policies. Verify that all expiry dates are valid at the time of submission. Attach as individual PDFs — the insurance register alone is not accepted.

Sections 3 & 4

■ **Required**

2

Compile Operator Ticket Copies

Scan current plant tickets, HR licences, TC licences, White Cards, and First Aid certificates for all crew named in the tender (Mark, Dave, Jason, Troy, Kyle). Combine into a single Personnel Credentials PDF, clearly labelled per person.

Section 6

■ **Required**

3

Verify Payment Terms Against Client Portal

Daily Rates Schedule RC-RATES-2026-01 quotes 14-day payment terms. TCC and most Tier 1 contractors operate on 28–35 day terms. Confirm before signing and adjust the rates schedule header if required. Accountant to advise on cash-flow impact at \$1.5M–\$3.5M project scale.

Section 2

■ **Confirm**

4

Download CQMS Raize Certificate

Log in to the CQMS Raize portal and download the current prequalification certificate or profile summary. Attach to the submission as evidence of active prequalification status. Some portals accept a portal URL; others require the PDF.

Section 3

■ **Required**

Master Document Attachment List — 31 Documents

#	Filename	Section	Type	Status
01	redstone-civil-business-dna-profile.pdf	1	Core	✓
02	redstone-civil-capabilities-statement.pdf	1,5	Core	✓
03	redstone-civil-capacity-statement.pdf	1,2	Core	✓
04	redstone-civil-brand-identity.pdf	1	Supporting	✓
05	redstone-civil-target-client-worksheet.pdf	1	Supporting	✓
06	redstone-civil-b4-finance-capacity-statement.pdf	2	Core	✓
07	redstone-civil-accountant-letter-financial-capacity.pdf	2	Core	✓
08	redstone-civil-daily-rates-schedule.docx	2,7	Core	✓
09	redstone-civil-c2-whs-policy-statement.pdf	3	Core	✓
10	redstone-civil-whs-policy-overview.pdf	3	Core	✓
11	redstone-civil-psychosocial-risk-register.pdf	3	Core	✓
12	redstone-civil-c1-compliance-standards-map.pdf	3	Supporting	✓
13	redstone-civil-whs-deep-research-reader.pdf	3	Supporting	✓
14	redstone-civil-insurance-register.pdf	4	Core	✓
15	Insurance CoCs × 4 (QBE, Chubb, WorkCover, Shannon's)	4	Physical	■
16	redstone-civil-c3-case-study-bohle-plains.pdf	5	Core	✓

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