



SUBCONTRACTOR

FREQUENTLY ASKED QUESTIONS

Expression of Interest, Information Package



ABOUT THIS DOCUMENT

This document has been prepared for experienced owner-operators and transport businesses exploring engagement with Cropline Group (CLG) as subcontractors. It covers who we are, the work we do, what we need from subcontractors, and how the onboarding process works.

If you have questions not answered here, or are ready to submit an Expression of Interest, please visit the Cropline Group website or contact us at info@cropline.com.au or call (08) 9356 9200.

1. ABOUT CROPLINE GROUP

QUESTION	ANSWER
Who is Cropline Group?	Cropline Group Pty Ltd is a WA family-owned transport and logistics group with over 100 years of history, operating agricultural, mining and dangerous goods haulage through Cropline Haulage and Bulkline Haulage.
What does Cropline Haulage do?	Cropline Haulage provides grain, fertiliser and bulk haulage services across Perth Metro, the Wheatbelt and Southwest regions, supporting clients including CBH Group and CSBP Limited.
What does Bulkline Haulage do?	Bulkline Haulage services the WA mining and resources sector, specialising in bulk mineral and Dangerous Goods haulage across the Pilbara and Southwest regions.
What commodities are hauled?	Commodities include grain, fertiliser, lime, spodumene, iron ore, bulk minerals, SSAN Ammonium Nitrate and other Dangerous Goods products.
Where does Cropline Group operate?	Operations are conducted throughout Perth Metro, the Wheatbelt, Southwest and Pilbara regions, including Port Hedland, Newman and surrounding mine sites. Remote and away-from-home work may be required.
What is Cropline Group's approach to safety?	Safety is non-negotiable. All operations must comply with HVNL, CoR, WAHVA, Company WHS systems and client requirements, with compliance monitored through audits, telematics and a Just Culture framework.

2. WORK AVAILABLE & COMMERCIAL ARRANGEMENTS

QUESTION	ANSWER
What task preferences can I nominate?	The Subcontractor Schedule allows you to nominate preferred work types; however, all work allocation remains at Cropline's operational discretion.
Is work guaranteed?	No. Work is operational and seasonal, with no guarantee of work, volume or regularity. Reliable and compliant subcontractors are prioritised for ongoing allocation.
How are payment rates set?	Rates are advised by Operations or Administration and vary by customer, task and contract. Monthly fuel adjustments may apply. Payments are processed via RCTI.
What are the payment terms?	Standard payment terms are 30 days EOW, subject to receipt of compliant documentation including dockets, run sheets and job references. Approved payments are processed weekly.

QUESTION	ANSWER
Who pays for insurance?	All insurance costs are the subcontractor's responsibility. Current certificates of currency must be maintained and uploaded to Rapid Global.
What Vehicle and Equipment is required?	Please refer to Fleet Configuration and Minimum Equipment Requirements Guide (CLG-HRMS11-GUI-009).

3. WHAT WE NEED FROM YOU

QUESTION	ANSWER
What type of subcontractor is Cropline looking for?	Experienced owner-operators and transport businesses with a current MC licence, WAHVA accreditation, compliant equipment, adequate insurance, and a strong commitment to safety and compliance. DG work requires a DG Licence and DG Security Card.
What vehicle and equipment standards apply?	Equipment must be roadworthy, WAHVA-compliant, fit for purpose and fitted with required safety and operational equipment including telematics, EWD systems, cameras, UHF radio and compliant safety equipment.
What licences and accreditations are required?	Minimum requirements include a current WA MC licence, Fatigue Management certificate, Fitness to Drive medical, WAHVA documentation, registrations and permits. DG work also requires DG licences and authorisations.
What WAHVA documentation is required?	Subcontractors must provide and maintain current WAHVA approval documentation, including audit reports and approval letters, within Rapid Global.
What are the fatigue management requirements?	Full compliance with WAHVA fatigue laws is mandatory. MTData or approved EWD systems must remain operational and accurate records must be maintained.
What Chain of Responsibility obligations apply?	Subcontractors must comply with all HVNL and CoR obligations including mass, load restraint, fatigue and vehicle compliance requirements.
What systems must I use?	Rapid Global, MTData and applicable CBH systems are mandatory and must remain current and operational throughout the engagement.

4. ONBOARDING PROCESS - STEP BY STEP

From first contact to first load, the Cropline onboarding process is thorough and straightforward. Typical timeframe: 1–3 weeks depending on document readiness. No work can commence until all steps are complete and all requirements are met and approved in Rapid Global.

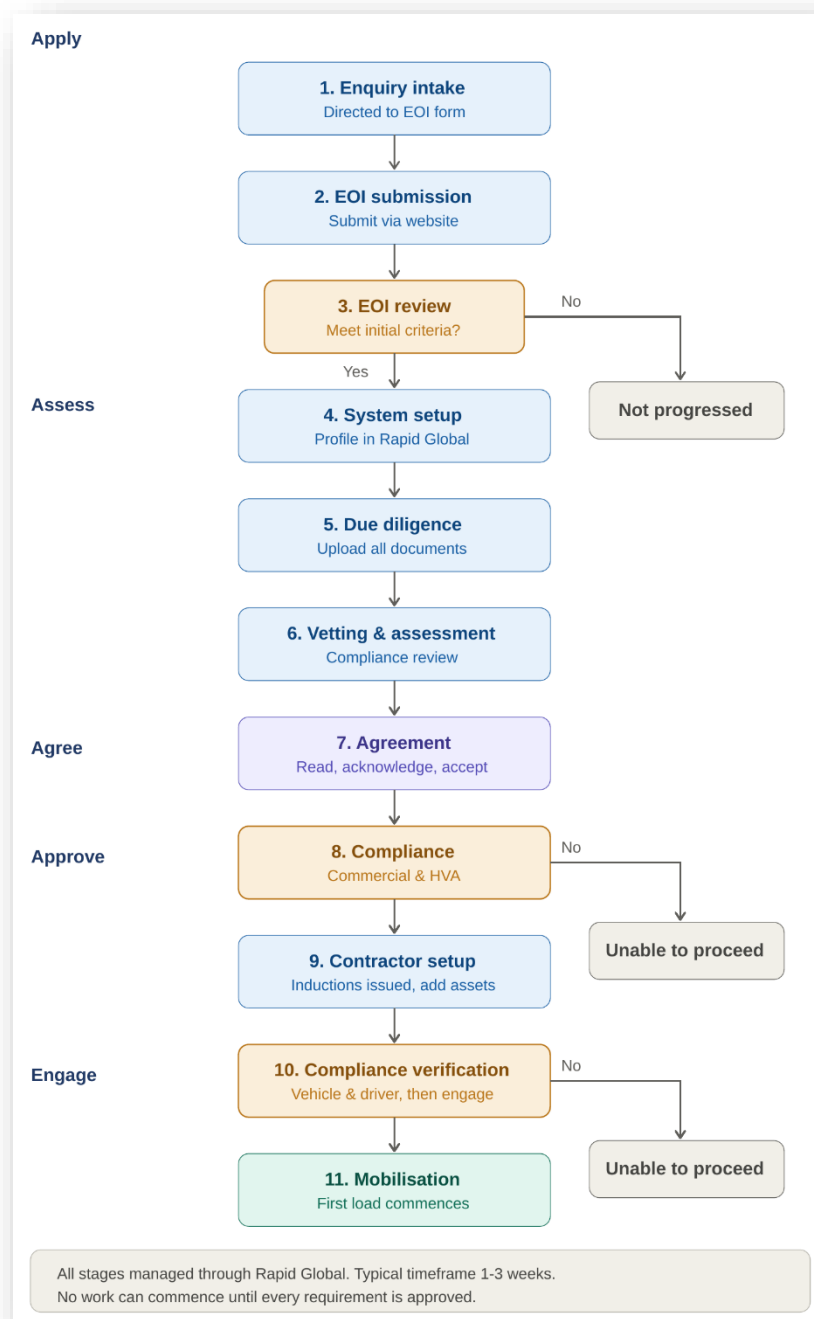
#	STAGE & ACTION	OUTPUT
1	Enquiry Intake Your enquiry is received (phone, email or website). You are directed to the Cropline Group website to submit an Expression of Interest.	EOI link provided; https://croplinegroup.com.au/work-with-us/sub-contractors/

#	STAGE & ACTION	OUTPUT
2	<p>EOI Submission</p> <p>You complete and submit your Expression of Interest via the Cropline Group website (croplinegroup.com.au/work-with-us/sub-contractors/). This must be completed before any onboarding can proceed.</p>	EOI received.
3	<p>EOI Review</p> <p>Your EOI is reviewed. If you meet initial criteria, setup is initiated. You are notified of the outcome.</p>	Outcome communicated.
4	<p>System Setup</p> <p>A contractor profile is created in Rapid Global. You receive an email invitation, accept and input your required details (ABN, business details, HSEQ and compliance information).</p>	Profile created in Rapid Global.
5	<p>Due Diligence</p> <p>You upload all required documents to Rapid Global: ABN, registrations, permits, licences, insurances, fleet information, DG documentation (if applicable).</p>	Documents submitted.
6	<p>Vetting & Assessment</p> <p>Compliance reviews all documents for completeness and currency. Your safety record, compliance history and capability are assessed against Cropline's minimum standards.</p>	Assessment completed.
7	<p>Agreement</p> <p>The CLG Subcontractor Agreement (CLG-WHS12-AGR-001), Subcontractor Schedule (CLG-WHS12-AGR-002) and GPS & Dashcam Declaration (CLG-WHS12-AGR-003) are presented via Rapid Global for review. Subcontractors are required to read, acknowledge, and agree to the terms and conditions prior to commencing work. By proceeding with work for Cropline Group, the subcontractor is deemed to have accepted and agreed to the terms of the Agreement, Schedule and Declaration.</p>	Agreement presented, read, acknowledged and accepted.
8	<p>Approval – Commercial & WAHVA</p> <p>All onboarding documentation, licences, insurances, WHS/WAHVA documentation, and mandatory inductions are reviewed and verified by Compliance. Once all requirements have been satisfactorily completed, the contractor is approved in Rapid Global and granted access to their contractor dashboard.</p>	Approved status in Rapid Global.
9	<p>Contractor Set up / Inductions</p> <p>Following approval, Compliance provides instructions for the next steps. Contractors can access their Rapid Global dashboard to add vehicles and transport assets for verification, review compliance requirements, and monitor pending or expiring items. Staff and/or contractor induction keys are issued where required.</p>	Contractor Setup Commenced. Inductions Issued.
10	<p>Engage</p> <p>Once all onboarding, compliance, verification, and setup requirements have been completed, Compliance will notify Operations and Accounts. Operations will contact the contractor regarding work availability, mobilisation planning, and scheduling, while Accounts confirm RCTI payment setup. The contractor is then eligible for work allocation and mobilisation, with daily docket submission, MTData compliance monitoring, and ongoing communication with Operations commencing from the first load.</p>	Work can be allocated. Set up complete in accounts.

#	STAGE & ACTION	OUTPUT
11	Mobilisation All steps complete. Your first load commences. Daily docket submission, MTData compliance monitoring and ongoing Operations communication begin.	First load, work commenced.

TIP

The most common causes of delay are expired or missing licences/certificates, insurance minimums not met, WAHVA documents not current (within 12 months), incomplete vehicle registrations, failure to complete all required inductions, or unsigned agreement. Having your full document pack ready before submitting your EOI will significantly speed up the process. All documentation is managed through Rapid Global; no contracted work can commence until all requirements are approved.



5. DOCUMENTS REQUIRED FOR ONBOARDING

All documents must be current and uploaded to Rapid Global before any contracted work commences. Items marked with a category indicate specific work type requirements per Appendix A and B of the Subcontractor Schedule.

CATEGORY	DOCUMENT REQUIRED
Agreements	Subcontractor Agreement (CLG-WHS12-AGR-001) ,12-month term, all work types
Agreements	Subcontractor Schedule (CLG-WHS12-AGR-002) ,12-month term, all work types
Agreements	Subcontractor Dashcam and GPS Agreement (CLG-WHS12-AGR-003), all work types
Agreements	CLG HSEQ Management Plan, all work types
Agreements	Contractor E-Form Submission, all work types
Drivers	Current WA MC Class Driver's Licence, colour copy, front and back
Drivers	WorkSafe Fatigue Management Training Certificate TLIF2010 (valid within 3 years)
Drivers	Fitness to Drive Medical Report, WA 2016 or National 2022 format only
Drivers	Drug & Alcohol Test (within 28 days of mobilisation)
Drivers	DG Licence, DG work only
Drivers	DG Security Card, DG work only
Drivers	SSAN Authorisation Letter, SSAN Ammonium Nitrate work only
Drivers	Signed Cropline Group Responsibility Statements
Insurance	Public Liability Insurance CoC, minimum \$20M (all work types)
Insurance	Comprehensive Motor Vehicle Insurance CoC, all assets listed (all work types)
Insurance	Goods in Transit Insurance CoC, min \$80k non-DG / min \$150k DG, 750km radius min
Insurance	Workers' Compensation Insurance CoC, companies/employers (not sole traders)
Insurance	Personal Injury Insurance CoC, sole traders/owner-operators (up to 104 weeks)
Insurance	Trailer in Control Insurance CoC, if towing CLG assets (min \$250k Grain/Fert; min \$450k DG/Mining)
Accreditation	WAHVA Certificate of Approval, current and valid
Accreditation	Previous WAHVA Audit Approval Letter, within 12 months
Accreditation	Previous WAHVA Audit Report, within 12 months
Vehicles	Asset Registration, all prime movers, trailers and dollies
Vehicles	Asset Roadworthiness Certificates, valid within last 12 months
Vehicles	AMMS/PBS Permits, all applicable vehicles
Vehicles	Asset Inspection (CLG Workshop), Grain/Fertiliser work

CATEGORY	DOCUMENT REQUIRED
Compliance	Modern Slavery Pre-Qualification Form (CLG-HRMS08-FRM-039), all work types
Compliance	Modern Slavery Policy or written commitment, if held

6. INDUCTION REQUIREMENTS

QUESTION	ANSWER
What inductions are required?	All required inductions must be completed prior to mobilisation at the subcontractor's cost. Mandatory Rapid Global inductions include Contractor Driver Induction, CoR, Mass, Fatigue, Maintenance, Dimension & Loading, and Rollover Prevention. Additional inductions or training, including DG, VOC, and any client or site-specific requirements may also apply depending on the work, client and locations involved, and must likewise be completed prior to mobilisation at the subcontractor's cost.
What CBH inductions apply? (grain work)	CBH work requires completion of applicable CBH onboarding and system requirements including SitePass, Rover, LoadNet and CDF where applicable. Drivers must hold valid SitePass access and be correctly linked to Cropline Group Pty Ltd / Cropline Haulage within CBH systems.
What driver policy statements are required?	Drivers must complete and sign all applicable HVA policy statements and compliance documentation including Mass, Fatigue, Maintenance, Dimension & Loading, Rollover Prevention, Drug & Alcohol, and Loading & Unloading requirements. Additional DG and VOC documentation applies for Dangerous Goods operations.

7. COMPLIANCE, SAFETY & KEY POLICIES

QUESTION	ANSWER
What safety policies must I follow?	All applicable Cropline Group Pty Ltd WHS policies apply including Fatigue Management, Drug & Alcohol, Incident Reporting, Load Restraint, Hygiene and Fitness for Work requirements. Client and site-specific policies also apply.
How are incidents reported?	All incidents, near misses, unsafe conditions, enforcement actions and roadside inspections must be reported immediately to Operations and relevant authorities where required.
What audits will I be subject to?	Ongoing compliance is maintained through Rapid Global. Subcontractors are subject to regular internal audits, WAHVA audits, client inspections, and MTData monitoring. Participation in these compliance activities is a non-negotiable condition of engagement. Vehicles, equipment, and associated records must be made available for inspection upon request.
What PPE is required?	Mandatory PPE includes hard hat, hi-vis, safety boots, safety glasses, long sleeves and long trousers. Additional PPE may apply depending on site or product requirements.
What are the Drug & Alcohol requirements?	Zero tolerance applies. Drug and alcohol testing may occur at any time. Positive results or refusal to test may result in immediate stand-down.

QUESTION	ANSWER
What happens if I don't comply?	Non-compliance is managed under the Company's Just Culture framework and may result in improvement actions, stand-down or termination depending on severity.

8. COMMERCIAL RELATIONSHIP & LEGAL TERMS

QUESTION	ANSWER
What agreements must I sign?	All subcontractors must read, acknowledge, and agree to the CLG Subcontractor Agreement, Subcontractor Schedule, and Dash Cam & GPS Agreement via Rapid Global before commencing work. No agreement = no work.
What is an RCTI?	Cropline Group Pty Ltd issues Recipient Created Tax Invoices (RCTIs) on the subcontractor's behalf based on approved work and dockets. Subcontractors must remain GST registered.
What about exclusivity and work guarantee?	There is no exclusivity or guaranteed work. Work allocation depends on operational requirements, availability and performance.
What is the restraint of trade clause?	During the agreement and for 12 months after, subcontractors must not solicit Cropline clients, workers or suppliers or use Company resources to compete with the business.
What are the termination provisions?	The Agreement may be terminated for breach, insolvency or operational convenience in accordance with the contract terms.
What are my modern slavery obligations?	Subcontractors must comply with Modern Slavery laws, complete required pre-qualification checks, maintain compliant labour practices and cooperate with due diligence requests.
Who is responsible for my workers' entitlements?	Subcontractors are responsible for all wages, taxes, superannuation, leave, workers compensation and insurances for themselves and any personnel they engage.

9. GETTING STARTED, HOW TO EXPRESS INTEREST

QUESTION	ANSWER
What should I prepare before submitting my EOI?	Have ready your ABN, MC licence, WAHVA documents, vehicle details, insurance certificates, DG qualifications (if applicable) and bank details for RCTI setup. Complete documentation helps speed up onboarding.
What are typical onboarding timeframes?	Onboarding generally takes 1–3 weeks depending on document readiness, inductions and compliance approvals. Work cannot commence until all requirements are approved in Rapid Global.



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READY TO WORK WITH CROPLINE GROUP?

Submit your Expression of Interest through the Cropline Group website:

croplinegroup.com.au/work-with-us/sub-contractors/

General Enquiries:

✉ info@cropline.com.au

☎ **(08) 9356 9200 | 1300 CROPLINE**

Head Office: 108 Poole Street, Welshpool WA 6106 | PO Box 729, Welshpool WA 6986

This document is provided as general information for prospective subcontractors. All commercial terms are governed by the CLG Subcontractor Agreement (CLG-WHS12-AGR-001) and CLG Subcontractor Schedule (CLG-WHS12-AGR-002), issued through Rapid Global. Cropline Group reserves the right to amend requirements, policies and procedures at any time. This document does not constitute an offer of work or guarantee of engagement. Cropline Group Pty Ltd ABN 35 645 548 965.

Equipment / Asset	B-Double Grain Tipper	AB-Triple Grain Tipper	Quad Grain Road Train	End Tipper Combination	Triple Side Tipper	Quad Side Tipper	PBS Quad Side Tipper	Belly Dumper Combination
Payload Capacity (Typical)	42–50 t	65–75 t	90–110 t	28–110 t*	70–85 t	90–110 t	120–150 t	70–110 t
Typical Commodity	Grain, Fertiliser	Grain, Fertiliser, Lime Sand	Grain, Fertiliser	Grain, Fertiliser, Sand, Minerals	AN, Emulsion, Ore, Concentrates	AN, Emulsion, Ore, Concentrates	High Volume Mining Freight, Ore, Concentrates	Lime Sand, Aggregates, Fertiliser
Typical Operating Area	Metro / Wheatbelt	Wheatbelt / Regional WA	Regional / Long Haul WA	All Areas	Regional / Mining	Goldfields / Pilbara	Pilbara / Mine Site Haul Roads	Regional / Mining
Prime Mover	1	1	1	1	1	1	1	1
Grain Tipper Trailer (Hydraulic)	2	3	4	1–4	N/A	N/A	N/A	N/A
Side Tipper Trailer	N/A	N/A	N/A	N/A	3	4	4	N/A
Belly Dumper Trailer	N/A	N/A	N/A	N/A	N/A	N/A	N/A	3–4
Converter Dolly	N/A	1	2–3	Configuration Dependent	1–2	2–3	2–3	Configuration Dependent
Road Train Couplings	No	Yes	Yes	Configuration Dependent	Yes	Yes	Yes	Yes
Hydraulic PTO System	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Usually
Hydraulic Pump	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Usually
Roll Tarp System	Yes	Yes	Yes	Yes	No	No	No	Sometimes
Grain Doors	Yes	Yes	Yes	Yes	No	No	No	No
Discharge Gates	No	No	No	No	No	No	No	Yes
Side Tipping Mechanism	No	No	No	No	Yes	Yes	Yes	No
EWD / Telematics	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
GPS Tracking	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Tracking History Capability	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Fatigue Monitoring System (Guardian or Equivalent)	Preferred	Preferred	Preferred	Yes	Yes	Yes	Yes	Yes

Dashcam (Forward Facing)	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Driver Facing Camera	Preferred	Preferred	Preferred	Preferred	Yes	Yes	Yes	Preferred
Waypoint Recording	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Live Fleet Monitoring	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Fire Extinguishers	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Load Restraint Equipment	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
UHF Radio	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Reversing Alarm	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Revolving Amber Beacon	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
First Aid Kit	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Spill Kit	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Fire Blanket	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Placarding Capability	Fertiliser Only	Fertiliser Only	Fertiliser Only	Fertiliser Only	DG / Mining As Required	DG / Mining As Required	DG / Mining As Required	Fertiliser Only
Emergency Information Panel (EIP) Capability	N/A	N/A	N/A	As Required	Yes	Yes	Yes	As Required
DG Security Seals	N/A	N/A	N/A	As Required	Yes	Yes	Yes	As Required
Tyre Inflation Equipment	Recommended	Recommended	Recommended	Recommended	Recommended	Recommended	Recommended	Recommended