

SAFE WORK ASSURANCE PLATFORM



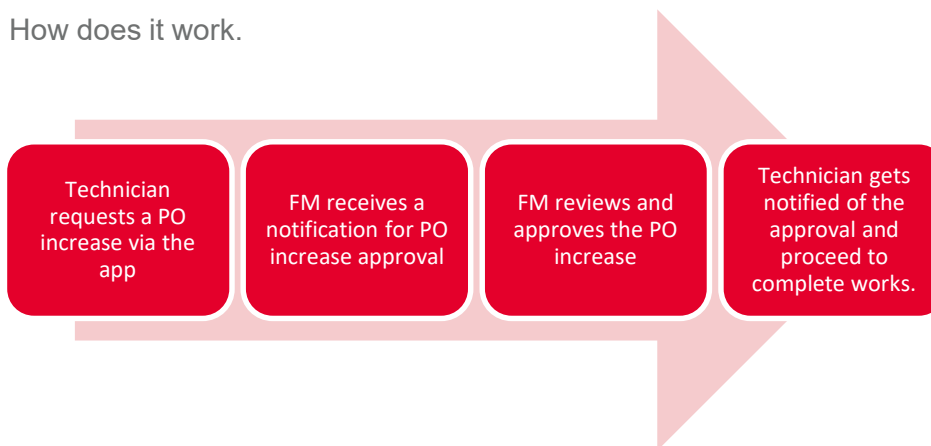
SWAP | PO Increase

If works exceed the pre-approved PO amount, technicians can request an increase via the SWAP app. An approval notification gets sent through to the primary FM of the site for approval. Once approved, technician can then go ahead and complete works.

Who can use it?

Any C&W account that requests it. Accounts team can request to have the PO increase function enabled for their client by sending the Application Support team an email.

How does it work.



Must know:

- Both supplier and FM must be registered in SWAP to use
- For push notifications to work – users must be logged into application
- FM Approvals can be done from portal or application
- These are all done in real time
- CXC will update PO amount in JDE.
- FMs are still required to do final PO approval in the back of JDE if set up to do so.

SYSTEM

Safe Work Assurance Platform (SWAP)

COMPATABILITY REQUIREMENTS

- Registered in SWAP
- Approved, Qualified Technicians
- SWAP Application Downloaded

KEY CONTACTS

Application Support Team:

1300 149 286 (1)

AU.Application.Support@cushwake.com

SWAP Support NZ:

0800 888 068

NZ.SWAP@cushwake.com

Finance Enquiries:

FinanceHelpdesk@cushwake.com

FURTHER INFORMATION

For user guides and training dates, please visit the [Vendor Engagement Portal](#)



CUSHMAN & WAKEFIELD