

Manage Building Indemnity Insurance (BII)

1

Overview

From the home page side menu, applicants can select Submit Building Indemnity Insurance to upload Building Indemnity Insurance (BII) details.

This option is available only to the applicant and can be used at any stage of the application process, including:

- During application assessment
- After development approval has been granted
- Before building work commences

Where BII policy details were not provided when the development application was submitted, or where a policy has been obtained after submission, applicants can use the **Submit Building Indemnity Insurance** option from **the Your Applications** homepage to add or update BII policy information.

Application Actions

SUBMIT APPLICATION

SUBMIT APPLICATION - CROWN

SUBMIT DRAFT APPLICATION

ACCESS SHARED APPLICATION

BATCH PAYMENT

For contractors and trades

SUBMIT BUILDING NOTIFICATIONS

SUBMIT INSPECTION RECTIFICATIONS

SUBMIT BUILDING INDEMNITY INSURANCE



FOR YOUR ACTION

APPLICATIONS IN PROGRESS

 Search applications in progress

Application ID

↓

Location

26015092	6 JULIE CT NEWTON SA 5074
26015082	40 ROBE ST ROBE SA 5276
26015072	56 JAMES ST CAMPBELLTOWN SA 5074
26015070	45 THE PARADE NORWOOD SA 5067
26015069	56 JAMES ST CAMPBELLTOWN SA 5074
26014814	5 JAMES ST CAMPBELLTOWN SA 5074

How to...

Manage Building Indemnity Insurance for Building Work Over \$20,000



Government of South Australia

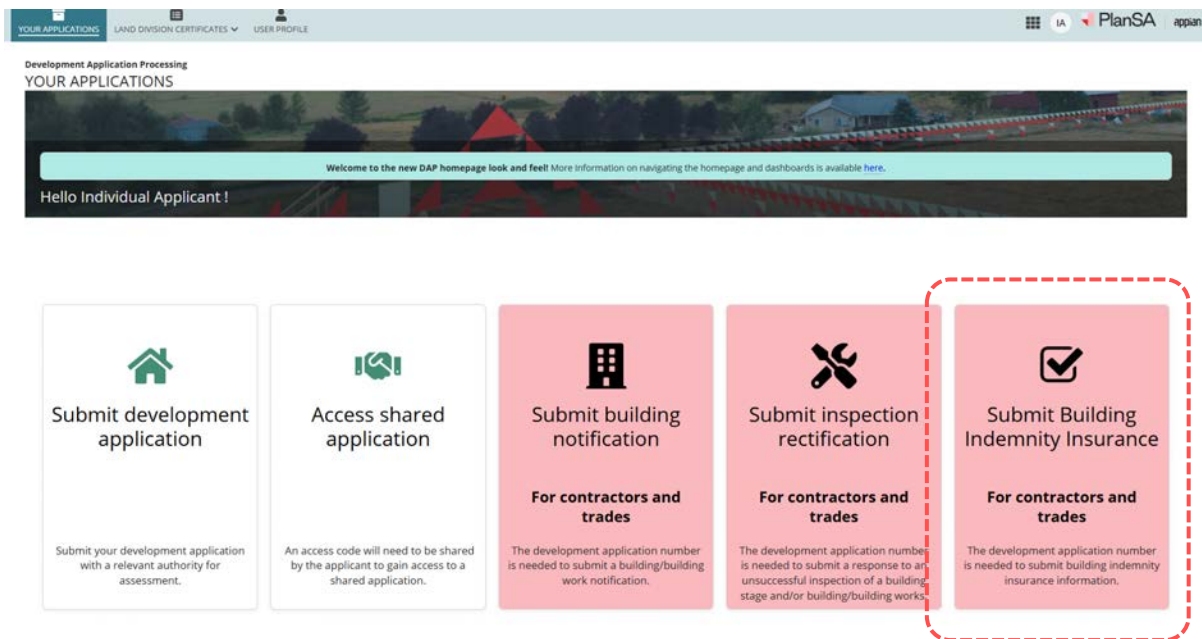
Department of Housing
and Urban Development

PlanSA

Version 1.0

For users who only submit building & rectification notifications and do not lodge development applications, the home page includes five action buttons. One of these actions is **Submit Building Indemnity Insurance**, which can be used to add and manage Building Indemnity Insurance (BII) details.

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The **Submit Building Indemnity Insurance** option displays BII policy details recorded using the current insurance form during application submission or building consent assessment (Diagram 1), during submission of a Commencement of Building Work Notification (Diagram 2), and policies recorded using the legacy insurance form (Diagram 3).

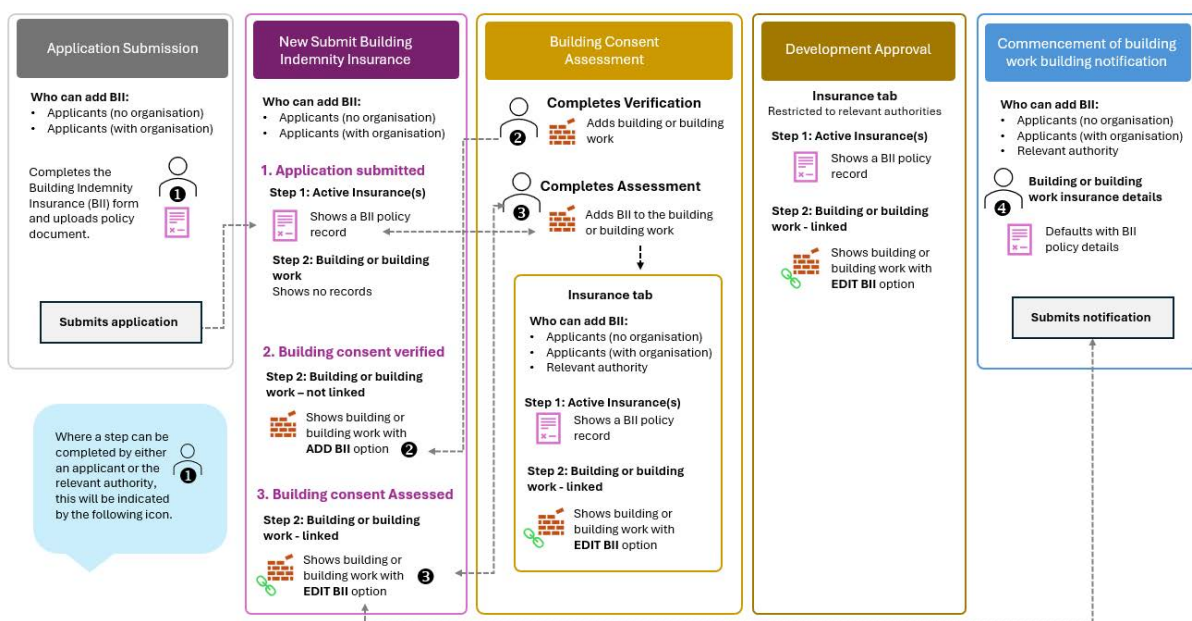


Diagram 1 – Building indemnity insurance provided in application submission (new form)

How to...

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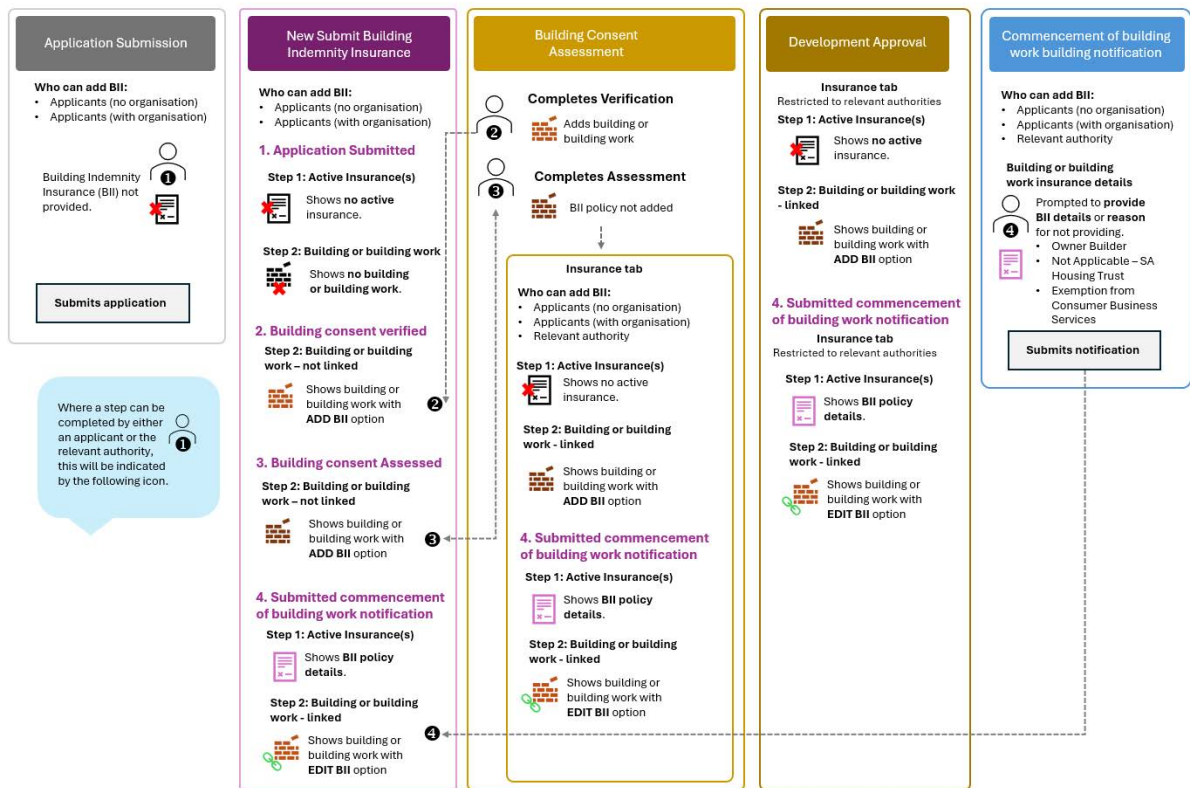


Diagram 2 – Building indemnity insurance not provided until submission of the Commencement of building work building notification (new form)

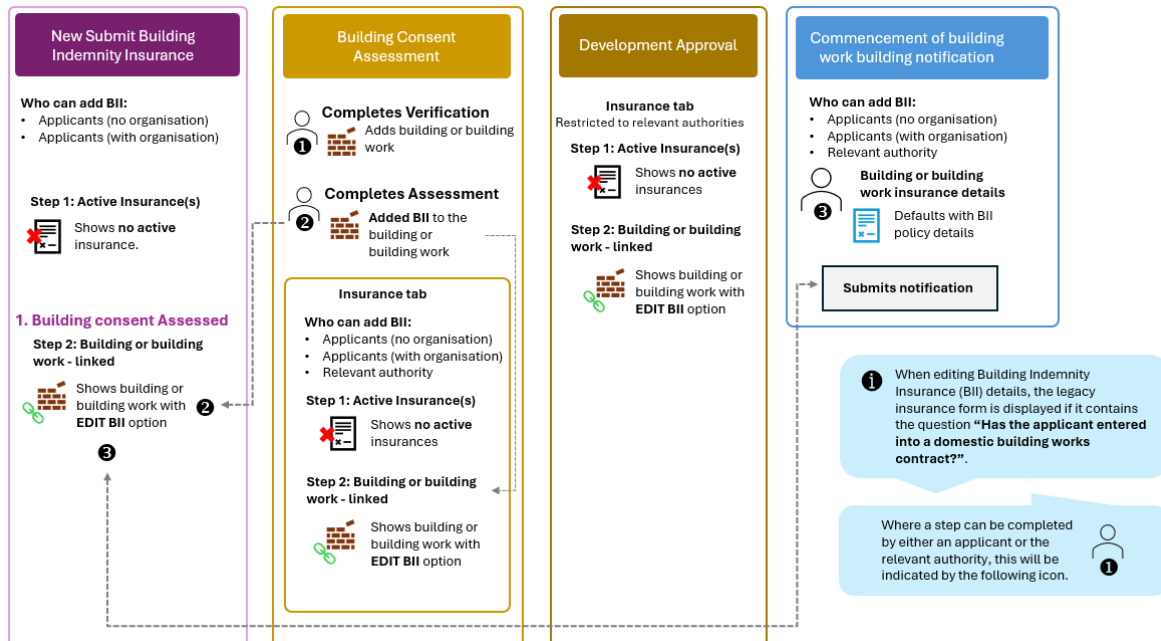


Diagram 3 – Building indemnity insurance provided in building consent assessment (legacy form)

Add building indemnity insurance (BII) policy

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1. Click SUBMIT BUILDING INDEMNITY INSURANCE.

The **Building Work Building Indemnity Insurance (BII)** page opens with field to provide Application Number. Use **Cancel** to close the page and return to the homepage.

Building Work Building Indemnity Insurance (BII)

Application Number

CANCEL

2. Enter the **application number**.

The **Building Work Building Indemnity Insurance (BII)** page contains three sections.

Application does not have building indemnity insurance

The message “This application does not have building indemnity insurance to add/edit.” for the following reasons.

- Total development cost is \$20,000 or less - BII is not applicable.
- Classification is 2 to 9, or 10C - BII is not applicable.
- Building or building work not yet completed, i.e. building consent not in progress.

Application Number

25003011

i This application does not have building indemnity insurance to add / edit.

Application Details

First section includes the development location and nature of development details from the application.

Why is the Add indemnity insurance button not showing?

If an applicant not associated with an organisation the **Add Indemnity Insurance** button is hidden.

Application Number: 26015092

[Development location\(s\)](#)

6 JULIE CT NEWTON SA 5074

Nature of Development

dwelling extension and alterations with swimming pool



Active Insurance(s)

The **Active Insurance(s)** lists Building Indemnity Insurance (BII) policies added by the applicant during application submission or by the relevant authority assessing the building consent when not provided during the application submission. Includes option to update the BII policy record or add another indemnity insurance policy.

[⚡ ADD INDEMNITY INSURANCE](#)

Active Insurance(s)

1 This grid contains all active Building Indemnity Insurance records for the application. Users may add new records, amend existing records, or supersede records that have been replaced by a subsequent policy.

Note: Only active records are displayed and available for selection. Superseded records remain stored for audit and historical reference but are excluded from this register and cannot be selected for building work insurance details.

Reference Details	Insurer Name	Insurance Number	Date of Issue	Builder	Insured Persons	Action
☐ Addition and Alteration	QBE	600000000BWI-0	30/07/2026	Little Reno	Penny Public	⚡ UPDATE BII

1 Note: After saving changes to a BII record, refresh the page to view the updated information

If the Building Indemnity Insurance (BII) policies not yet captured the Active Insurance(s) shows “No Active Insurance found!”.

Active Insurance(s)

1 There is no active Building Indemnity Insurance record, please add new Insurance.

1 This grid contains all active Building Indemnity Insurance records for the application. Users may add new records, amend existing records, or supersede records that have been replaced by a subsequent policy.

Note: Only active records are displayed and available for selection. Superseded records remain stored for audit and historical reference but are excluded from this register and cannot be selected for building work insurance details.

Reference Details	Insurer Name	Insurance Number	Date of Issue	Builder	Insured Persons	Action
No Active Insurance found!						

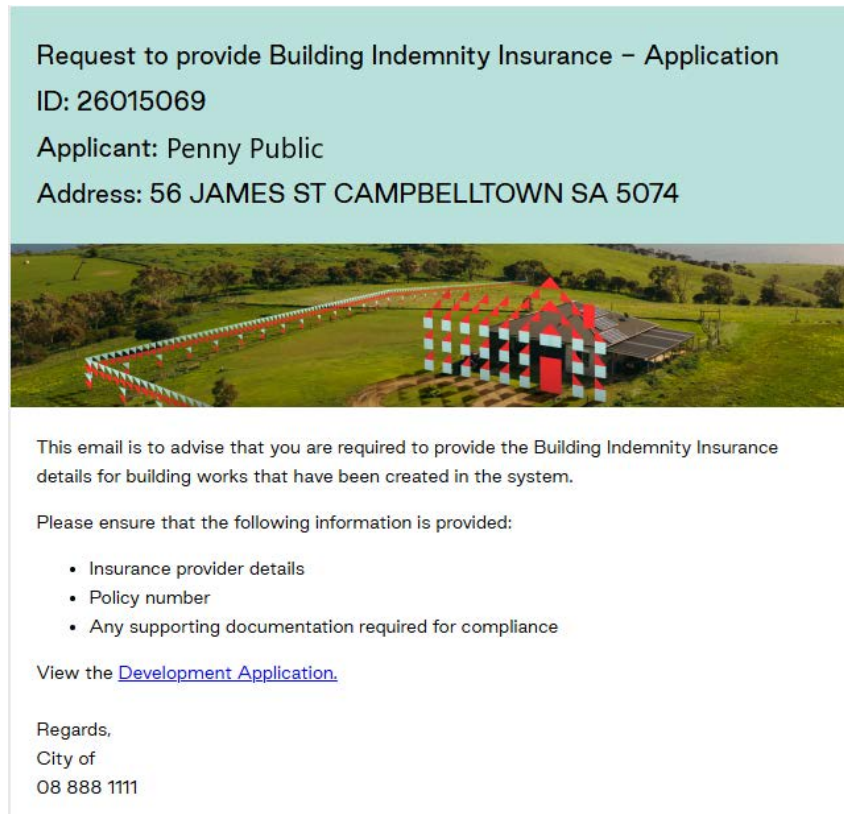
Building consents

For building consents already granted with building indemnity insurance, has an exemption or owner builder before **16 August 2026** the **Active insurances(s)** will show “No Active Insurance found!” and the Building Work(s) listed show action “Edit BII Details”.

Building Work(s)

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The Building Work(s) section is displayed on verification of the building consent by the relevant authority, including an email requesting to provide building indemnity insurance is sent to the primary contact and builders (if exist as an application contact).



The building works record includes the building consent the

- **Building Consent for non-staged** approvals shows “Building consent”.

Building Work(s)

Building Consent	Building Work ID	Building Work Name	Classifications	Action
Building Consent	45044	Single storey dwelling	1A - Detached house/ Fire separated attached dwelling	ADD BII DETAILS

- **Building Consent for staged approvals** shows the building consent stage(s) and the stage description from the building/building work.

Building Work(s)

Building Consent	Building Work ID	Building Work Name	Classifications	Action
Building Consent Stages 1 and 2. Stage 1: Dwelling 1. Stage 2: Dwelling 2	39476	Single storey dwelling	1A - Detached house/ Fire separated attached dwelling	EDIT BII DETAILS
Building Consent Stages 1 and 2. Stage 1: Dwelling 1. Stage 2: Dwelling 2	39477	Single storey dwelling	1A - Detached house/ Fire separated attached dwelling	EDIT BII DETAILS

Manage Building Indemnity Insurance for Building Work Over \$20,000



- **Building work ID**

Is the system generated identification number, unique to the building work.

- **Building Work Name**

Is the building work name given by the authority who assessed the building or building work.

- **Classifications**

Is the classification given by the authority who assessed the building or building work. The classifications where Building Indemnity Insurance (BII) is required are:

- 1A – Detached house/Fire separated attached dwelling
- 1B – Boarding / Guest house with not > than 12 persons and not > than 300 m2
- 10A – Open or private garage, shed
- 10B – Fence, mast, antenna, swimming pool

- **Actions available**

Link (includes supersede) Building Indemnity Insurance (BII) Details

If the building indemnity insurance (BII) not yet linked the action “**Add BII Details**” is available.

Building Work(s)

Building Consent	Building Work ID	Building Work Name	Classifications	Action
Building Consent	45044	Single storey dwelling	1A - Detached house/ Fire separated attached dwelling	ADD BII DETAILS

When the building indemnity insurance (BII) is linked the action “Edit BII Details” is available.

Why is the Supersede option not available?

The ability to supersede a BII policy is not available for applications where building consent granted prior to 13 August 2026.

Building Work(s)

Building Consent	Building Work ID	Building Work Name	Classifications	Action
Building Consent Stages 1 and 2. Stage 1: Dwelling 1. Stage 2: Dwelling 2	39476	Single storey dwelling	1A - Detached house/ Fire separated attached dwelling	EDIT BII DETAILS
Building Consent Stages 1 and 2. Stage 1: Dwelling 1. Stage 2: Dwelling 2	39477	Single storey dwelling	1A - Detached house/ Fire separated attached dwelling	EDIT BII DETAILS

Building consents in-flight

Where building consent already granted the **Active Insurance(s)** shows “**No active insurance found!**” and the **Building Work(s)** shows the building work/s with action to “**Edit BII Details**”. Refer to instructions [Edit Building Indemnity Insurance \(BII\) details pre-16 August 2026](#).

Link Building Indemnity Insurance (BII) to building/building work

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Multiple building works under the one BII policy

If a BII policy covers more than one building work, the policy can be linked to each of the building works it covers.

Step 1: Add the BII policy details.

1. Click ADD INDEMNITY INSURANCE.

Application Number

26015069

⚡ ADD INDEMNITY INSURANCE

Active Insurance(s)

i This grid contains all active Building Indemnity Insurance records for the application. Users may add new records, amend existing records, or supersede records that have been replaced by a subsequent policy.

Note: Only active records are displayed and available for selection. Superseded records remain stored for audit and historical reference but are excluded from this register and cannot be selected for building work insurance details.

	Reference Details	Insurer Name	Insurance Number	Date of Issue	Builder	Insured Persons	Action
☐	Project Ref: 26Public-10	QBE	000000000BWI-1	30/07/2026	Big-Bigger-Best Builders	Penny Public	⚡ UPDATE BII

i Note: After saving changes to a BII record, refresh the page to view the updated information

The **Add new BII Details** page opens with blank policy form.

Add new BII details

Reference Detail *

0/200

Name(s) of person(s) insured *

0/100

Insurer *

--- Select One ---

Insurance Number *

0/100

Insurance date of issue *

dd/mm/yyyy

2. Complete the Building Indemnity Insurance fields as follows.

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Reference Detail *

Project Ref: Public-45B 23/200

Name(s) of person(s) insured *

Penny Public 12/100

Insurer *

QBE ▼

Insurance Number *

100000000BWI-0 14/100

Insurance date of issue *

05/08/2026

Limitations on the Liability of insurer *

☒ Yes
☐ No

Limitations *

Up to \$250,000 14/100

Reference Detail

Provide an internal reference (for example, a job number, project reference, or building work description) to help link the policy to the relevant building or building work.

Names of persons insured

Provide the name who's covered by the BII policy.

Insurer

Select either QBE or Other

Name of Insurer

Displays when 'Other' insurer is selected. Provide the insurer's name.

Insurance Number

If the insurer is QBE, the field only accepts the following formats.

- 000000000BWI-0
- 000000000BWI-00
- 000000000BWI-000

If the insurer is 'Other' there are no formatting constraints.

Insurance date of issue

Enter the date or use the available calendar.

Limitations on the Liability of insurer

Select either Yes or No.

Limitations

Displays when **yes** to limitations. For more information on BII Policy Limits refer to page [Building Indemnity Insurance | SAFA](#).

3. Add the builder using one of the options below.

Builder ? *

Type to select a builder

Add Builder

Add from your application contacts

Please note that if you change the builder, the Building Indemnity Insurance Certificate has to be uploaded again.

Search application contacts

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- Click in **Builder** field and start typing a builder's name and select match.

Add builder contact

- Click on **Add Builder**.

Builder ? *

Type to select a builder

 Add Builder

 Add from your application contacts

 Please note that if you change the builder, the Building Indemnity Insurance Certificate has to be uploaded again.

The **Edit Builder** page displays and defaults with contact style 'Individual' and can be changed to 'Business'.

- Complete the builder contact mandatory fields.

Edit Builder

* Contact Type

Builder

INDIVIDUAL

BUSINESS

COUNCIL

- Click **Save** to create the contact.

Edit Builder

INDIVIDUAL

BUSINESS

COUNCIL

Business Name *

Big Construction Co

100 characters maximum

Main Contact Name

Lou

100 characters maximum

Licence Number *

BLD 5679

8/50

50 characters maximum

The **ADD new BII details** page shows with the builder added.

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Builder ? *

Big Construction Co X

Name of Builder

Big Construction Co

Builder's licence number

BLD 5679

Add builder from your application contacts

- Click on Add from your application contacts.

Builder ? *

Type to select a builder

+Add Builder

+Add from your application
contacts



Please note that if you change the builder, the Building Indemnity Insurance Certificate has to be uploaded again.

The **Search standard contacts** display.

- Click in the **Select a value** field and select from the drop-down or start typing to return a list of matches.

Search standard contacts *

--Select a Value--

Search

--Select a Value--

Big-Bigger-Best Builders, Bob, 83 PIRIE STREET ADELAIDE SA 5000, 1300 100 000

Dwell Creators, Brij Sava, 52 WRIGHT ROAD INGLE FARM SA 5098, 0412658751

Miss Manni Roy, 13 AVON LANE GILBERTON SA 5081, 0456225862

Mr Forever Building, 5 RITA DRIVE PARALOWIE SA 5108, 0478962315

- Click **ADD**.

Search standard contacts *

Big-Bigger-Best Builders, Bob, 83 PIRIE STREET ADELAIDE SA 5000, 1300 100 000

CANCEL

ADD

The **ADD new BII details** page shows with the builder added.

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Builder ? *
 Big-Bigger-Best Builders ✕

Name of Builder

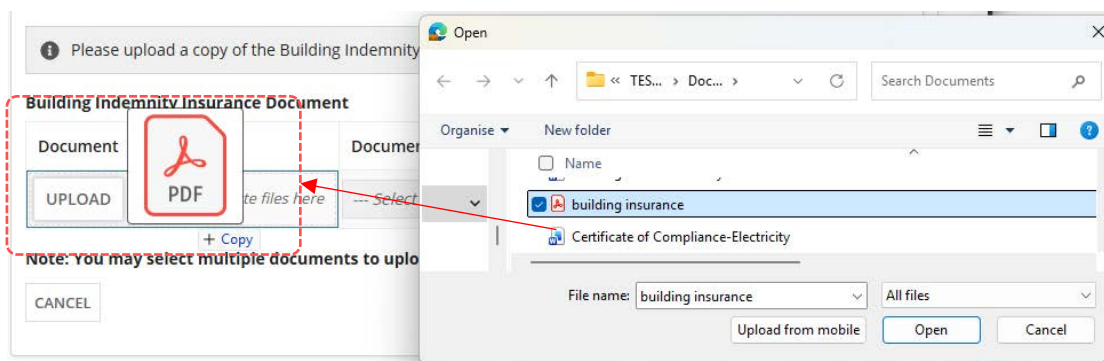
Big-Bigger-Best Builders

Builder's licence number

BLD 5667

Upload Building Indemnity Insurance Policy document

- Click on **UPLOAD** to locate the Building Indemnity Insurance (BII) policy document in the **Open** window.
- Drag-and-drop the document into the field *Drop or paste files here*.
- Click **Cancel** to close the **Open** window.



The document is automatically categorised as **"Building Consent Documents"** and **"Building Indemnity Insurance"**.

- Click **SAVE**.

Please upload a copy of the Building Indemnity Insurance or any other relevant documentation.

Building Indemnity Insurance Document

Document	Document Category	Document Type	
Building Insurance policy 2 DOCX - 38.23 KB UPLOAD Drop or paste files here	Building Consent Documents	Building Indemnity Insurance	✕
	--- Select One ---	--- Select One ---	

Note: You may select multiple documents to upload simultaneously.

CANCEL

SAVE

The **Building Work Building Indemnity Insurance (BII)** page displays with the added policy showing in the Active Insurance(s) listing.

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Active Insurance(s)

i This grid contains all active Building Indemnity Insurance records for the application. Users may add new records, amend existing records, or supersede records that have been replaced by a subsequent policy.

Note: Only active records are displayed and available for selection. Superseded records remain stored for audit and historical reference but are excluded from this register and cannot be selected for building work insurance details.

Reference Details	Insurer Name	Insurance Number	Date of Issue	Builder	Insured Persons	Action
☐ Project Ref: 26Public-10	QBE	000000000BWI-1	30/07/2026	Big-Bigger-Best Builders	Penny Public	UPDATE BII
☐ Project Ref: Public-45B	QBE	100000000BWI-0	05/08/2026	Big Construction Co	Penny Public	UPDATE BII

i Note: After saving changes to a BII record, refresh the page to view the updated information

Step 2: Associate the newly added BII policy with the relevant building or building work. This action is only required if a building or building work record has been created following verification of the building consent.

Allowed only one BII policy per building or building work. However, the same BII policy can be linked to multiple building or building works.

For exemptions issued by **Consumer and Business Services (CBS)**, **Owner Builder** applications, or **SA Housing Trust** applications, a building or building work record must exist before the insurance exclusion can be recorded.

1. Click **ADD BII DETAILS** against the applicable building/building work record.

Building Work(s)

Building Consent	Building Work ID	Building Work Name	Classifications	Action
Building Consent	45044	Dwelling	1A - Detached house/ Fire separated attached dwelling	EDIT BII DETAILS
Building Consent	45117	Swimming pool and/or safety features	10B - Fence, mast, Antenna, swimming pool	ADD BII DETAILS

The **Edit building or building work** page opens with the building or building work insurance details.

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Government of South Australia

Department for Housing
and Urban Development



PlanSA

Version 1.0

2. Click **ADD INSURANCE DETAILS**.

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The **Building Indemnity Insurance** options displays.

3. Click **Insurance Issued**.

Building or building work insurance details: Swimming pool and/or safety features

Building Work ID

45117

Description

Building Indemnity Insurance *

☐ Insurance Issued

☐ Exemption (Granted by the Consumer Business Services)

☐ Not Applicable - SA Housing Trust

The **Active Insurance(s)** displays with available BII policies and **SUBMIT** disabled.

4. Click on the BII policy being linked to the building or building work.

	Reference Details	Insurer Name	Insurance Number	Date of Issue	Builder	Insured Persons
☐	Project Ref: 26Public-10	QBE	000000000BWI-1	30/07/2026	Big-Bigger-Best Builders	Penny Public
☒	Project Ref: Public-45B	QBE	100000000BWI-0	05/08/2026	Big Construction Co	Penny Public

The **selected insurance details** display and **SUBMIT** enabled.

5. Click **SUBMIT** to complete the linking.

Selected Insurance Details

Reference Details Project Ref: Public-45B	Name(s) of person(s) insured Penny Public	Name of Insurer QBE
Insurance Number 100000000BWI-0	Insurance date of issue 05/08/2026	Limitations on the Liability of insurer Yes
Limitations Up to \$250,000		
Name of builder Big Construction Co	Builder's licence number BLD 5679	
Building Indemnity Insurance Document(s)		
Document * Building Insurance policy 2.docx	Type Building Indemnity Insurance	Date Created 24 Aug 2026 10:40

CANCEL **SUBMIT**

The **Building Work Building Indemnity Insurance (BII)** page displays with the Building Work action **EDIT BII DETAILS**.

Building Work(s)

Building Consent	Building Work ID	Building Work Name	Classifications	Action
Building Consent	45044	Dwelling	1A - Detached house/ Fire separated attached dwelling	EDIT BII DETAILS
Building Consent	45117	Swimming pool and/or safety features	10B - Fence, mast, Antenna, swimming pool	EDIT BII DETAILS



Update Building Indemnity Insurance (BII) details

For exemptions issued by **Consumer and Business Services (CBS)**, **Owner Builder** applications, or **SA Housing Trust** applications, maintenance is performed from the relevant building or building work record.

For this example, updating the BII details in the active insurance record.

- 1. Click **UPDATE BII**.

Active Insurance(s)

Reference Details	Insurer Name	Insurance Number	Date of Issue	Builder	Insured Persons	Action
☐ Project Ref: Lang-Shed	QBE	600000000BWI-10	18/08/2026	Big Sheds	Lou Lang	UPDATE BII

Note: After saving changes to a BII record, refresh the page to view the updated information

The **Edit BII Details** window opens with the insurance policy form.

Edit BII Details

Reference Detail *

Project Ref: Lang-Shed22/200

Name(s) of person(s) insured *

Lou Lang8/100

- 2. Make changes to the required fields. For this example, updating the **reference detail** and **insurance date of issue**.
- 3. Click **SAVE** to complete.

Reference Detail *

Project Ref: Lang-Carport25/200

Name(s) of person(s) insured *

Lou Lang8/100

Insurer *

QBE

Insurance Number *

600000000BWI-1015/100

Insurance date of issue *

17/08/2026

How to...

Manage Building Indemnity Insurance for Building Work Over \$20,000



The **Insurance** page shows with the updates reflected in the **Active Insurance(s)** record.

Application Number

25043427

Application Number: 25043427

> Development location(s)

1 MONTACUTE RD CAMPBELLTOWN SA 5074

Nature of Development

maree test plz dnt

ADD INDEMNITY INSURANCE

Active Insurance(s)

This grid contains all active Building Indemnity Insurance records for the application. Users may add new records, amend existing records, or supersede records that have been replaced by a subsequent policy.

Note: Only active records are displayed and available for selection. Superseded records remain stored for audit and historical reference but are excluded from this register and cannot be selected for building work insurance details.

Reference Details	Insurer Name	Insurance Number	Date of Issue	Builder	Insured Persons	Action
☐ Project Ref: Lang-Carport	QBE	600000000BWI-10	17/08/2026	Big Sheds	Lou Lang	UPDATE BII

Edit existing insurance details (legacy form)

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1. Click **Edit** within the applicable building or building work.

Building or building work insurance details: Swimming pool and/or safety features | Building Work ID: 38707

Edit

Building Work ID ⓘ
38707

Description

Current Insurance Record

Has the applicant entered into a domestic building works contract?
No

Exemption from holding insurance
No

Reason

Show Superseded Records (0)

The **Edit Building or Building Work** page opens.

2. Click **EDIT** to edit the insurance record.

Edit Building or Building Work: 25003214: Swimming pool and/or safety features

Building or building work insurance details: Swimming pool and/or safety features

Building Work ID ⓘ
38707

Description

Current Insurance Record

Has the applicant entered into a domestic building works contract?
No

Exemption from holding insurance
No

Reason

Show Superseded Records (0)

EDIT



3. Update the existing insurance details following instructions [How to – update the building indemnity insurance details and upload the insurance certificate | PlanSA](#).

Has the applicant entered into a domestic building works contract? *

☐ Yes

☒ No

☐ Not Applicable

☐ Owner Builder

Exemption from holding insurance *

☐ Yes

☒ No

Reason

Show Superseded Records (0)

4. Click **SUBMIT** to save changes.

Builder ? *

Pools & Spa X

Name of Builder

Builder's licence number

Pools & Spa

BLD 4867

Building Indemnity Insurance Document

Document	Document Category	Document Type
Building Insurance Policy 3 DOCX - 38.21 KB	Building Consent Documents	Building Indemnity Insuran
UPLOAD Drop or paste files here	--- Select One ---	--- Select One ---

Note: You may select multiple documents to upload simultaneously.

Show Superseded Records (0)

How to...

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The **Insurance** page shows and the added insurance details showing in the building or building work insurance record.

Building Work(s)

Building or building work insurance details: Dwelling 1 | Building Work ID: 37470

Building or building work insurance details: Dwelling 2 | Building Work ID: 37546

Building or building work insurance details: Swimming pool and/or safety features | Building Work ID: 38707

Edit

Building Work ID ?
38707

Description

Current Insurance Record

Has the applicant entered into a domestic building works contract?

Yes

Has the Building Indemnity Insurance been issued?

Yes

Name(s) of person(s) insured

Bob Public

Name of Insurer

Insurer name

Supersede Building Indemnity Insurance (BII)

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A BII policy is superseded when a building contract has ended, and a different builder has been engaged to undertake the building work. Superseding the policy preserves a historical record of BII policies associated with the building work.

Before you begin, ensure the new BII policy record exists in the **Active Insurance(s)** section. If the policy has not yet been created, complete the [Add Building Indemnity Insurance \(BII\)](#) process before proceeding.

Supersede BII no building or building work or not yet linked

To identify whether the Building Indemnity Insurance (BII) policy has been linked to a building or building work, check the available action. If the policy has not yet been linked, the action displays as ADD BII DETAILS. Once linked, this action changes to EDIT BII DETAILS.

1. Click on checkbox against the BII policy to supersede.

Active Insurance(s)

i This grid contains all active Building Indemnity Insurance records for the application. Users may add new records, amend existing records, or supersede records that have been replaced by a subsequent policy.

Note: Only active records are displayed and available for selection. Superseded records remain stored for audit and historical reference but are excluded from this register and cannot be selected for building work insurance details.

Reference Details	Insurer Name	Insurance Number	Date of Issue	Builder	Insured Persons	Action
☐ Dwelling 1	QBE	000000000BWI-0	06/08/2026	Big Builds Co	Penny Public	UPDATE BII

i Note: After saving changes to a BII record, refresh the page to view the updated information

Building Work(s)

Building Consent	Building Work ID	Building Work Name	Classifications	Action
Building Consent	43318	Single storey dwelling	1A - Detached house/ Fire separated attached dwelling	ADD BII DETAILS

Superseded Insurance(s)

Insurer Name	Insurance Number	Date of Issue	Builder	Insured Persons	Superseded Date ↓
No Superseded BII found!					

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The BII policy details show with the **SUPERSEDE BII** option.

2. Click on **SUPERSEDE BII**.

Reference Details	Insurer Name	Insurance Number	Date of Issue	Builder	Insured Persons	Action
☒ Dwelling 1	QBE	000000000BWI-0	06/08/2026	Big Builds Co	Penny Public	UPDATE BII

Note: After saving changes to a BII record, refresh the page to view the updated information

Reference Details Dwelling 1	Name(s) of person(s) insured Penny Public	Name of Insurer QBE						
Insurance Number 000000000BWI-0	Insurance date of issue 06/08/2026	Limitations on the Liability of insurer Yes						
Limitations Up to \$250,000								
Name of builder Big Builds Co	Builder's licence number BLD 54897							
Building Indemnity Insurance Document(s)								
<table><thead><tr><th>Document</th><th>Type</th><th>Date Created</th></tr></thead><tbody><tr><td>* building insurance.pdf</td><td>Building Indemnity Insurance</td><td>27 Aug 2026 10:03</td></tr></tbody></table>	Document	Type	Date Created	* building insurance.pdf	Building Indemnity Insurance	27 Aug 2026 10:03		SUPERSEDE BII
Document	Type	Date Created						
* building insurance.pdf	Building Indemnity Insurance	27 Aug 2026 10:03						

The **Supersede BII** window opens, showing key policy information and a mandatory field to record the reason for superseding the policy.

3. Provide a **reason for superseding** and click on **SUPERSEDE** to complete.

Supersede BII

Application ID 26006723	Insurer Name QBE
Insurance Number 000000000BWI-0	Date of Issue 06/08/2026

Supersede Building Indemnity Insurance

Superseding an insurance record retains the previous record for historical reference and makes the replacement policy the active insurance record for this building work.

Reason for superseding *

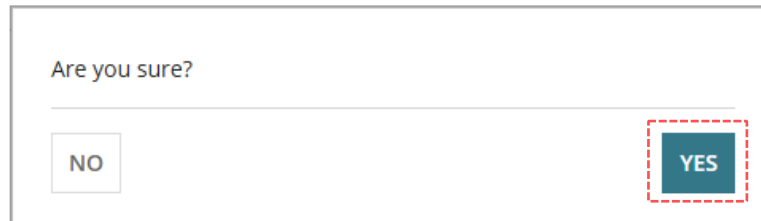
Change of builder

CANCEL

SUPERSEDE

4. Confirm **Yes** to continue with superseding the Building Indemnity Insurance (BII) policy.

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Are you sure?

NO YES

The **Building Work Building Indemnity Insurance (BII)** page displays and the policy is removed from the **Active Insurance(s)** section. If no other active BII policies exist, the **Active Insurance(s)** section displays “No Active Insurance Found!”.

Active Insurance(s)

There is no active Building Indemnity Insurance record, please add new Insurance.

This grid contains all active Building Indemnity Insurance records for the application. Users may add new records, amend existing records, or supersede records that have been replaced by a subsequent policy.

Note: Only active records are displayed and available for selection. Superseded records remain stored for audit and historical reference but are excluded from this register and cannot be selected for building work insurance details.

Reference Details	Insurer Name	Insurance Number	Date of Issue	Builder	Insured Persons	Action
No Active Insurance found!						

Note: After saving changes to a BII record, refresh the page to view the updated information

To show the superseded BII policy in **Superseded Insurance(s)** the page must be manually refreshed.

Superseded Insurance(s)

Insurer Name	Insurance Number	Date of Issue	Builder	Insured Persons	Superseded Date
No Superseded BII found!					

5. Right click mouse on the page to show menu and then **Refresh**.



6. Depending on the browser being used (for this example using Edge), a prompt window opens and asks to **Reload Site?** click **Reload** to continue.



Reload site?

Changes you made may not be saved.

Reload Cancel

How to...

Manage Building Indemnity Insurance for Building Work Over \$20,000



The **Building Work Building Indemnity Insurance (BII)** page displays with the **Application Number** field.

- 7. Re-enter the application number.

The application details display, with the superseded Building Indemnity Insurance (BII) policy shown under **Superseded Insurance(s)**.

Building Work(s)

Building Consent	Building Work ID	Building Work Name	Classifications	Action
Building Consent	43318	bw1	1A - Detached house/ Fire separated attached dwelling	ADD BII DETAILS

Superseded Insurance(s)

Insurer Name	Insurance Number	Date of Issue	Builder	Insured Persons	Superseded Date ↓
QBE	000000000BWI-0	06/08/2026	Big Builds Co	Penny Public	27/08/2026

Supersede BII linked to a building or building work

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1. Click **EDIT BII DETAILS** against the applicable building work(s) record.

The image below highlights the new BII policy that will supersede the existing policy.

Reference Details	Insurer Name	Insurance Number	Date of Issue	Builder	Insured Persons	Action
☐ Project Ref: Lang-Carport	QBE	600000000BWI-10	17/08/2026	Big Sheds	Lou Lang	⚡ UPDATE BII
☐ Project: Lang	QBE	720000000BWI-03	21/08/2026	Smart Carports and Sheds	Lou Lang	⚡ UPDATE BII

Note: After saving changes to a BII record, refresh the page to view the updated information

Building Work(s)

Building Consent	Building Work ID	Building Work Name	Classifications	Action
Building Consent	40367	Carport open and enclosed area	10A - Open or private garage,shed etc	✎ EDIT BII DETAILS

The **Edit Building or Building work** page opens with the building work insurance details.

Edit Building or Building Work: 25043427: Carport open and enclosed area

[Help for this section](#)

Building Indemnity Insurance

Building Indemnity Insurance is required for domestic building work **valued at \$20,000 or more** and must be taken out **by the licensed building contractor before work begins**. A valid **certificate of insurance must be provided** to both the applicant and the relevant authority on or before the commencement of building work.

This requirement is mandated under **Regulation 36 of the Planning, Development and Infrastructure (General) Regulations 2017**.

Please upload the certificate and complete all insurance details accurately.

Building or building work insurance details: Carport open and enclosed area

Building Work ID ⓘ
40367

Description

Current Insurance Record

Reference Details	Name(s) of person(s) insured	Name of Insurer
Project: Lang	Lou Lang	QBE

How to...

Manage Building Indemnity Insurance for Building Work Over \$20,000



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2. Click **SUPERSEDE**.

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Name of builder	Builder's licence number						
Big Sheds	BLD 8989						
Building Indemnity Insurance Document(s)							
<table><thead><tr><th>Document</th><th>Type</th><th>Date Created</th></tr></thead><tbody><tr><td>* building insurance.pdf</td><td>Building Indemnity Insurance</td><td>25 Aug 2026 9:46</td></tr></tbody></table>	Document	Type	Date Created	* building insurance.pdf	Building Indemnity Insurance	25 Aug 2026 9:46	
Document	Type	Date Created					
* building insurance.pdf	Building Indemnity Insurance	25 Aug 2026 9:46					

Show Superseded Records (0)

EDIT SUPERSEDE

The **Supersede Building Indemnity Insurance** displays.

3. Provide a **reason for superseding** (mandatory).

Supersede Building Indemnity Insurance

Are you sure you want to supersede the current insurance record? This building work can only have one active insurance record at a time. Please enter the new insurance details below before confirming.

Superseding an insurance record retains the previous record for historical reference and makes the replacement policy the active insurance record for this building work.

Reason for superseding *

Change of builder.

4. Select the **Building Indemnity Insurance** applicable. For this example, selecting 'Insurance Issued'.

For Building/Building Work records with a Class 1a, 1b, 10b and 10a classification, the **"Not applicable – SA Housing Trust"** option is available only when the application is submitted by the applicant. If the application is submitted by the relevant authority on behalf of the applicant, this option is not available.

The **Active Insurance(s)** section defaults to the currently linked BII policy and displays the new policy that will supersede it.

Building Indemnity Insurance

☒ Insurance Issued

☐ Exemption (Granted by the Consumer Business Services)

Active Insurance(s)

This grid lists all active Building Indemnity Insurance records for the application. Select the insurance record that should be assigned to the building work.

Note: Only active records are displayed and available for selection. Superseded records remain stored for audit and historical reference but are excluded from this register and cannot be selected for building work insurance details.

Reference Details	Insurer Name	Insurance Number	Date of Issue	Builder	Insured Persons
☐ Project Ref: Lang-Carport	QBE	600000000BWI-10	17/08/2026	Big Sheds	Lou Lang
☒ Project: Lang	QBE	720000000BWI-03	21/08/2026	Smart Carports and Sheds	Lou Lang

Selected Insurance Details

Reference Details

Project: Lang

Name(s) of person(s) insured

Lou Lang

Name of Insurer

QBE

How to...

Manage Building Indemnity Insurance for Building Work Over \$20,000



Government of South Australia

Department for Housing
and Urban Development



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5. Click on checkbox against the new policy.

The **Selected Insurance Details** shows the new policy details.

6. Click **SUBMIT** to complete superseding.

Reference Details	Insurer Name	Insurance Number	Date of Issue	Builder	Insured Persons
☒ Project Ref: Lang-Carport	QBE	600000000BWI-10	17/08/2026	Big Sheds	Lou Lang
☐ Project: Lang	QBE	720000000BWI-03	21/08/2026	Smart Carports and Sheds	Lou Lang

Selected Insurance Details

Reference Details Project Ref: Lang-Carport	Name(s) of person(s) insured Lou Lang	Name of Insurer QBE						
Insurance Number 600000000BWI-10	Insurance date of issue 17/08/2026	Limitations on the Liability of insurer Yes						
Limitations Up to \$250,000								
Name of builder Big Sheds	Builder's licence number BLD 8989							
Building Indemnity Insurance Document(s)								
<table><thead><tr><th>Document</th><th>Type</th><th>Date Created</th></tr></thead><tbody><tr><td>* building insurance.pdf</td><td>Building Indemnity Insurance</td><td>25 Aug 2026 9:46</td></tr></tbody></table>	Document	Type	Date Created	* building insurance.pdf	Building Indemnity Insurance	25 Aug 2026 9:46		
Document	Type	Date Created						
* building insurance.pdf	Building Indemnity Insurance	25 Aug 2026 9:46						

The **Insurance** page is displayed and the new policy details attached to the building work.

Active Insurance(s)

1 This grid contains all active Building Indemnity Insurance records for the application. Users may add new records, amend existing records, or supersede records that have been replaced by a subsequent policy.

Note: Only active records are displayed and available for selection. Superseded records remain stored for audit and historical reference but are excluded from this register and cannot be selected for building work insurance details.

Reference Details	Insurer Name	Insurance Number	Date of Issue	Builder	Insured Persons	Action
☐ Project Ref: Lang-Carport	QBE	600000000BWI-10	17/08/2026	Big Sheds	Lou Lang	UPDATE BII
☐ Project: Lang	QBE	720000000BWI-03	21/08/2026	Smart Carports and Sheds	Lou Lang	UPDATE BII

1 Note: After saving changes to a BII record, refresh the page to view the updated information

Building Work(s)

Building Consent	Building Work ID	Building Work Name	Classifications	Action
Building Consent	40367	Carport open and enclosed area	10A - Open or private garage,shed etc	EDIT BII DETAILS

Disable builder contact

Once the Building Indemnity Insurance (BII) policy has been superseded, ensure the associated builder is marked as **Disabled** in the application contacts for the development application. For instructions, [Update contact details for an application contact | PlanSA guide](#).