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## PROBITY AUDITOR FOR STRATEGIC SOURCING AND PROCUREMENT PROGRAMS



MASTERS  
LE MESURIER

## Capability Document

AGENDA FOR:

BOARD MEMBERS  
CHIEF EXECUTIVE OFFICERS  
CHIEF PROCUREMENT OFFICERS  
CHIEF FINANCIAL OFFICERS  
CHIEF INFORMATION OFFICERS  
CHIEF INTERNAL AUDITORS  
SENIOR EXECUTIVES  
PROCUREMENT SPECIALISTS

## Introduction

**Strategic Sourcing and Procurement programs can add significant value to an organisation in the public, private and not-for-profit sectors. Large transactions can involved significant risks and potential litigation or unwanted media attention.**

**Probity Auditors are not an “insurance policy” to avoid decision accountability, but are available to assist executive management ensure the mechanisms they have in place will withstand public and commercial scrutiny.**

***The key mechanism needed for a successful Strategic Sourcing and Procurement program from a probity viewpoint include:***

- ✓ ***Leadership***
- ✓ ***Integrity and Ethics of Tender Team Members***
- ✓ ***Internal and External Relationships***
- ✓ ***Robust Tender Processes***
- ✓ ***Identification and Management of Internal and External Commercial and Political Risks***
- ✓ ***Management of Complexity***
- ✓ ***Management of Existing of Favoured Relationships or Perceptions of Bias***
- ✓ ***Communication Strategy and Management***
- ✓ ***Information Confidentiality and Security***



## Why engage Masters Le Mesurier as your Probity Auditors?

Masters Le Mesurier consultants are not bound to a specific / rigid process, but are highly experienced management consultants and auditors who are able to work with organisations to assist in identifying the issues and challenges and then use those elements of tools and methodologies appropriate to your needs.

We have significant experience in Strategic Sourcing and Probity Auditing, so we understand the process from both sides of the activity. We understand that time is of the essence and structure our teams to ensure that your timetable is met. This allows your organisation to realise the benefits of the Strategic Sourcing activity and not be impeded by the Probity Audit process.

Some of the key activities through the Probity Audit process include:

- ✓ Independent observer from the beginning to the end of the process, including potential bidder and general market briefing sessions, tender planning and evaluation meetings, steering committee meetings and final negotiations with bidders
- ✓ Review of the planned processes to determine compliance to the processes of the organisation and that external requirements have been identified and considered and implemented as appropriate
- ✓ Ensure there is fairness to all parties in the tender process
- ✓ Review all key recommendations to decisions makers and ensure they can be substantiated by the detailed work by the evaluation team
- ✓ Ensure processes for confidentiality are established and applied
- ✓ Ensure consistent in the application of the tender processes
- ✓ Advise management on matters of risks, potential and actual probity issues, mechanism to resolve or manage conflicts, and any bidder concerns
- ✓ Formally document the Probity Audit process and provide regular reporting to the tender Steering Committee on the process and any recommendations for immediate action or improvement for subsequent tenders

***We have the expertise and experience to deliver these activities to your organisation.***



## Other Masters Le Mesurier Services

Masters Le Mesurier provide a wide range of management services in relation to;

- ✓ Corporate Governance

We are able to assist boards and senior management align external and internal strategies with market conditions, corporate capabilities and regulatory obligations, and to manage strategic risk.

- ✓ Business Process & IT

We work with information technology, business divisions, finance and other senior executives to align business processes and technology with business strategy, and to assist manage the technology based risks.

- ✓ People and Leadership

We work with human resources, divisional and other senior executives to align organisational behaviours with business strategy and assist manage behavioural risks.

## For further information

There are a number of ways to contact Masters Le Mesurier to obtain further information on our services to see if they meet your needs.

Telephone: 1300 136 583

e-mail: [directors@mlem.com.au](mailto:directors@mlem.com.au)

Fax: 1300 136 593

## The Outcomes

Using Masters Le Mesurier to assist with your Probrity Audit needs you will obtain:

- ✓ Senior consultants with a depth and breadth of experience across multiple industries
- ✓ Senior consultants who understand Procurement and Probrity Auditing so have a real understanding of the end to end process
- ✓ Senior consultants who can work at all levels of the organisation
- ✓ Senior consultants with the highest ethical values



**MASTERS  
LE MESURIER**

**MASTERS LE MESURIER** is a leading provider of

- corporate governance
- business process and technology
- personal and corporate services in leadership and life coaching;
- services to the Private, Public and Not for Profit Sectors