

Probity Auditing

Probity is the evidence of ethical behaviour in a process and is commonly characterised by complete and confirmed integrity, uprightness and honesty. Probity contributes to sound procurement processes that provide equal opportunities to all participants and is the responsibility of all persons involved in procurement, including any Evaluation Panel and external Advisors.

Nexia Edwards Marshall has extensive experience in providing probity auditing services to state and local government, large educational institutions and commercial operators.

Probity Auditor

A Probity Auditor will commonly seek to ensure that fairness and impartiality are observed throughout the procurement process and ensure that the evaluation criteria stated by any EOI are consistently and appropriately applied during the evaluation process.

Your Probity Auditor will provide comment and advice on compliance issues as required and review and confirm compliance with any Evaluation Plan.

Once engaged, the Probity Auditor will commonly review a procurement process for probity compliance prior to its release and will:

- review any Evaluation Plan and associated documents and attend relevant briefings
- attend the opening and recording of tenders/ responses received
- attend Evaluation Panel meetings and any presentations including any interactive process
- ensure that evaluation is undertaken in accordance with the Evaluation Plan and criteria weightings
- confirm security of documents and consider known, possible, or an absence of, conflicts of interest
- be informed of significant questions and responses during the review period
- review the final recommendation documentation
- provide written confirmation of compliance at the conclusion of the process.

The objective of good probity is to:

- ensure conformity to processes that are designed to achieve best value for money
- improve accountability
- encourage commercial competition on the basis that all tenders will be assessed fairly against the same criteria
- preserve confidence in procurement processes
- improve defensibility of decisions to potential.

These objectives are underpinned by the following principles:

- open and competitive process
- fairness, consistency and transparency of process
- identification and resolution of conflicts of interest
- accountability
- monitoring and evaluating performance.



Declaration of 'No Conflict of Interest' and confidentiality

Prior to participating, members of Evaluation Panels, advisors and other staff directly involved in evaluation processes are commonly asked to declare in writing 'No Conflict of Interest' and agree to maintain confidentiality throughout the process.

Evaluation Panel members are generally asked to declare any relationships or connections they currently have, or previously had, to proponents or their employees or anything else that could create, or be perceived to create, a conflict of interest in their involvement and participation in the review process. Members of the Evaluation Panel are generally asked to declare the existence of any possible conflict of interest as soon as such circumstances become known.

Throughout the entire procurement process, members of the Evaluation Panel, advisors and other staff involved in the process must abide by the organisation's policies, procedures and codes of conduct in relation to the consideration, receipt of or acceptance of offers of gifts, meals etc. from any interested party and/or prospective proponents.

Security and confidentiality

To ensure the integrity of the evaluation process, it is essential that security of all documents and confidentiality of all information are maintained. Proponents have a right to expect that commercial information will be treated in confidence. Organisations, such as local government, have legal obligations under the *Freedom of Information Act 1991 (SA)* in respect of confidentiality, but such obligations do not diminish the need for the evaluation process to be conducted in a secure manner.

Lapses in security on the part of any Evaluation Panel member may jeopardise the evaluation process. Similarly, the Evaluation Panel must maintain the confidentiality and physical security of evaluation reports and other information generated during the evaluation.

Tenderers' intellectual property must not be plagiarised or placed in the public domain.

Why Nexia Edwards Marshall

Our global network

Nexia offers advisory, tax and audit services worldwide. When you choose Nexia, you get a more responsive, more personal, partner-led service.

\$2.9bn

Fee income for 2023

26,149

People worldwide

624

Offices globally

123

Countries

Contact us

Contact your Nexia Edwards Marshall Advisor to discuss how we can help you and your business.



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