



**Australian Government**

# **Assessment Requirements for BSBPRC505 Manage ethical procurement strategy**

**Release: 1**

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## Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 3.0.

## Performance Evidence

Evidence of the ability to:

- develop ethical procurement strategies for an organisation, including:
  - researching and documenting ethical procurement vulnerabilities and risks
  - evaluating suppliers through ethical procurement performance indicators
- liaise with stakeholders and suppliers to effectively facilitate ethical procurement
- evaluate and implement improvements to procurement strategies in an organisation.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

## Knowledge Evidence

The candidate must be able to demonstrate the following knowledge to effectively complete the tasks outlined in the elements and performance criteria of this unit, and to manage tasks and reasonably foreseeable contingencies in the context of the work role:

- key provisions of relevant legislation that affect procurement and contracting
- key indicators to evaluate ethical procurement supplier performance
- key ethical procurement vulnerabilities and risks
- organisational policies and procedures related to:
  - ethical business terms and conditions for procurement
  - contracting and tendering
  - supply chain management
  - procurement.

## Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the administration – procurement and contracting field of work and include access to:

- organisation policies and procedures
- procurement strategies and relevant procurement records
- office equipment and supplies
- case studies and, where possible, real situations.

Assessors of this unit must satisfy the assessor requirements in applicable vocational education and training legislation, frameworks and/or standards.

## Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10>