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CIFAL Banjul - Compliance and Ethical Standards in Procurement Training

People

Deadline: 10 Jan 2025

Type:	Workshop
Location:	Banjul, Gambia (Republic of The)
Date:	24 Feb 2025 to 28 Feb 2025
Duration:	5 Days
Programme Area:	Decentralize Cooperation Programme
Website:	https://unitar.org/about/offices-training-centres-around-world/cifal-banjul
Price:	\$750.00
Event Focal Point Email:	cbelford@utg.edu.gm
Partnership:	CIFAL Banjul

BACKGROUND

In today's global business landscape, adherence to compliance and ethical standards is paramount to maintaining organisational integrity, mitigating risk, and fostering stakeholder trust. In procurement, where the exchange of goods, services,

and information is central to operations, a strong ethical framework is essential to prevent fraud, uphold transparency, and ensure accountability. This executive training on Compliance and Ethical Standards in Procurement is designed to equip leaders and decision-makers with the tools and insights needed to establish a culture of compliance and integrity in procurement processes. The session will delve into best practices, regulatory requirements, and the ethical considerations that impact procurement decisions and supplier relationships. Participants will explore frameworks for embedding ethics into procurement policies, addressing conflicts of interest, and setting clear standards that reflect organisational values and legal mandates. The training will also highlight the implications of non-compliance, including legal risks, financial repercussions, and reputational damage. With increased scrutiny from regulators and the public, leaders must be proactive in enforcing ethical standards across their procurement activities. This session will enhance participants' understanding of compliance mechanisms and provide them with actionable strategies to build a resilient and ethical procurement function within their organisations. Through interactive discussions, real-world case studies, and practical exercises, participants will gain the knowledge and skills necessary to navigate the complexities of modern procurement while upholding the highest standards of ethics and compliance.

EVENT OBJECTIVES

This executive training program aims to equip participants with the knowledge and tools to embed compliance and ethical standards into procurement operations effectively. By the end of the training, participants will be able to:

1. Understand the Importance of Compliance and Ethics in Procurement
2. Identify Key Compliance and Ethical Standards in Procurement
3. Implement Effective Compliance and Ethical Frameworks
4. Mitigate Ethical and Compliance Risks in Supplier Relationships
5. Promote a Culture of Ethics and Compliance within Procurement Teams
6. Utilize Data Analytics for Compliance Monitoring
7. Respond to Ethical and Compliance Challenges

LEARNING OBJECTIVES

By the end of this executive training program, participants will be able to:

1. Articulate the Importance of Compliance and Ethics in Procurement
- o Explain how ethical procurement contributes to organizational integrity, reputation, and

operational effectiveness. o Recognize the regulatory and reputational consequences of non-compliance. 2. Identify and Interpret Key Compliance and Ethical Standards o Distinguish between national and international procurement regulations, codes of conduct, and best practices. o Apply relevant ethical standards and procurement laws to real-world scenarios. 3. Design and Implement Compliance and Ethical Frameworks o Develop structured frameworks to integrate compliance and ethics into procurement processes. o Establish control mechanisms to enforce ethical procurement behavior. 4. Assess and Mitigate Compliance and Ethical Risks in Supplier Relationships o Conduct supplier due diligence and risk assessments. o Identify red flags and manage conflicts of interest or unethical practices in the supply chain. 5. Foster a Culture of Ethics and Compliance within Procurement Teams o Promote awareness, accountability, and transparency among procurement staff. o Integrate ethics training, whistleblowing policies, and leadership modeling into organizational culture. 6. Apply Data Analytics for Compliance Monitoring and Improvement o Use procurement data to detect irregularities and monitor compliance performance. o Leverage data insights to improve decision-making and reduce risks. 7. Effectively Respond to Ethical and Compliance Challenges

o Navigate complex ethical dilemmas using structured decision-making models. o Implement corrective actions and continuous improvement plans when compliance breaches occur

CONTENT AND STRUCTURE

Module 1: Foundations of Compliance and Ethics in Procurement Key Topics: · Principles of ethical procurement. · Legal and regulatory landscape affecting procurement. · Consequences of non-compliance: financial, legal, and reputational risks. Module 2: Regulatory Frameworks and Compliance Requirements Key Topics: · Key regulatory frameworks (e.g., anti-bribery laws, anti-corruption policies). · Standards and guidelines from international bodies (e.g., OECD, World Bank). · Internal compliance policies and their alignment with external regulations. Module 3: Implementing an Ethical Procurement Framework Key Topics: · Developing a code of ethics for procurement. · Crafting policies for conflict of interest, transparency, and accountability. · Defining roles and responsibilities in upholding compliance. Module 4: Supplier Relationship Management and Ethical Considerations Key Topics: · Selecting and evaluating suppliers based on ethical standards. · Mitigating risks in supplier interactions (e.g., gifts, hospitality, favouritism). · Conducting supplier audits and compliance

reviews. Module 5: Compliance Monitoring and Reporting Mechanisms Key Topics:

- Implementing monitoring tools, including data analytics and e-procurement platforms.
- Establishing whistleblower policies and reporting channels.
- Conducting regular compliance audits and follow-up actions.

Module 6: Fostering a Culture of Ethics and Accountability Key Topics:

- Leadership's role in promoting ethical behaviour in procurement.
- Training and awareness programs for procurement teams.
- Incentives and disciplinary measures to reinforce compliance.

METHODOLOGY

This training will employ adult learning techniques such that participants can discover and internalise the practical application of various concepts taught. This will be achieved by the following facilitation methods:

1. Interactive Activities: Incorporate hands-on exercises, case studies, and group discussions to reinforce learning and encourage active participation.
2. Practical Demos: Provide live demonstrations of compliance and ethical issues in procurement.
3. Resource Materials: Share resources like guides, templates, and tools for continued learning and application.
4. Follow-up Support: Offer post-training support through a dedicated platform or email for participants to ask questions and share their progress.

The training package will also be designed to consider participants' backgrounds and prior knowledge of subject areas, which aligns with UTG's sound adult-learning pedagogical principles. The learning activities will be delivered interactively to ensure the achievement of the learning objectives.

TARGETED AUDIENCE

The targeted participants for this training will be Senior Officials working in and with the Procurement Department in organisations