



High Value Spending Proposal

Version Control: v.2.8 16/08/19

APPENDIX C

CONFLICT OF INTEREST DECLARATION

Name: s22(1)(a)(ii)

Title: **Coordinator**

1. I have been asked to disclose any interest that I may have which would preclude me from participating in the procurement for the provision of consultancy services.
2. To the best of my knowledge and belief I have not had, and do not have, any relationship, either personal, financial or professional, with any potential supplier, or employee or adviser of any potential supplier, such that a potential supplier, or any employee or adviser of a potential supplier, or myself or a member of my direct family, could benefit personally in some way from the outcome of the procurement process.
3. I am aware of the AFP's requirement for strict probity in the procurement process and if I subsequently discover that there is a relationship of a kind mentioned in paragraph 2 of this Declaration with any potential supplier, I will immediately report it to the Recommending Officer and/or Delegate.
4. I will also immediately report to the Recommending Officer and/or Delegate any direct or indirect contact that I have with any potential supplier, or any employee or adviser of any potential supplier, which is not officially authorised, including any approach made to me in the way of a direct or implied offer of future employment or other benefit.

Dated the 14 day of October 2019

Signed:

Name: s22(1)(a)(ii)

Address: c/- Edmund Barton Building

THIS DOCUMENT HAS BEEN DECLASSIFIED
AND RELEASED IN ACCORDANCE WITH THE
FREEDOM OF INFORMATION ACT 1982
(COMMONWEALTH)
BY THE AUSTRALIAN FEDERAL POLICE



High Value Spending Proposal

Version Control V 2.8 16/08/19

APPENDIX C

CONFLICT OF INTEREST DECLARATION

Name: Chris Black
Title: Chief of Staff

1. I have been asked to disclose any interest that I may have which would preclude me from participating in the procurement for the provision of consultancy services.
2. To the best of my knowledge and belief I have not had, and do not have, any relationship, either personal, financial or professional, with any potential supplier, or employee or adviser of any potential supplier, such that a potential supplier, or any employee or adviser of a potential supplier, or myself or a member of my direct family, could benefit personally in some way from the outcome of the procurement process.
3. I am aware of the AFP's requirement for strict probity in the procurement process and if I subsequently discover that there is a relationship of a kind mentioned in paragraph 2 of this Declaration with any potential supplier, I will immediately report it to the Recommending Officer and/or Delegate.
4. I will also immediately report to the Recommending Officer and/or Delegate any direct or indirect contact that I have with any potential supplier, or any employee or adviser of any potential supplier, which is not officially authorised, including any approach made to me in the way of a direct or implied offer of future employment or other benefit.

Dated the day of October 2019

Signed:

Name:

Address:

THIS DOCUMENT HAS BEEN DECLASSIFIED
AND RELEASED IN ACCORDANCE WITH THE
FREEDOM OF INFORMATION ACT 1982
(COMMONWEALTH)
BY THE AUSTRALIAN FEDERAL POLICE

s22(1)(a)(ii)

From: s22(1)(a)(ii)
Sent: Monday, 14 October 2019 6:51 PM
To: s22(1)(a)(ii)
Subject: Re: High Value Spending Proposal - John Lawler Consulting [DLM=For-Official-Use-Only]

s22(1)(a)(ii)

I will get someone to have a look at this first thing in the morning and get back to you regarding next steps..

Regards

s22(1)(a)(ii)

From: s22(1)(a)(ii)
Date: 14 October 2019 at 6:31:46 pm AEDT
To: s22(1)(a)(ii)
Cc: Black, Christopher; s22(1)(a)(ii); Ryan, Nigel; s22(1)(a)(ii)
Subject: High Value Spending Proposal - John Lawler Consulting [DLM=For-Official-Use-Only]
Importance: High

For-Official-Use-Only

H;s22(1)(a)(ii)

Please find attached a draft HVSP. I am still completing the RATP and will forward that through asap tomorrow.

Could you please give me a ring tomorrow morning (my mobile s22(1)(a)(ii) is probably best) to discuss the HVSP?

The Commissioner wishes to bring former Deputy Commissioner John Lawler on-board as a consultant until 21 January 2020, with an option to extend to 21 March 2020. The intention is for Mr Lawler to be given an AFP laptop and access to ICT systems as early as Friday this week, so we obviously need to progress this as quickly as possible.

I'm happy to assist however I can; please let me know whatever else you need from me. I have had initial discussions with a/Chief Counsel regarding the procurement and the required contract. I will forward the draft HSVP to Legal now - a/Chief Counsel has indicated that they will be able to provide a contract asap this week (subject of course to NPC's approval for the procurement to progress etc).

Please note that the nature of this consultancy is to be closely held for now, hence my direct approach to you.

Please let me know if you require any further information.

Thank you.

Kind regards,

s22(1)(a)(ii)

s22(1)(a)(ii)

COORDINATOR - EXECUTIVE SECRETARIAT & COMMUNICATIONS
ENTERPRISE GOVERNANCE

Tel s22(1)(a)(ii)

www.afp.gov.au



POLICING FOR
A SAFER AUSTRALIA

For-Official-Use-Only

THIS DOCUMENT HAS BEEN DECLASSIFIED
AND RELEASED IN ACCORDANCE WITH THE
FREEDOM OF INFORMATION ACT 1982
(COMMONWEALTH)
BY THE AUSTRALIAN FEDERAL POLICE

s22(1)(a)(ii)

From: s22(1)(a)(ii)
Sent: Tuesday, 15 October 2019 6:32 AM
To: s22(1)(a)(ii)
Subject: RE: High Value Spending Proposal - John Lawler Consulting [DLM=For-Official-Use-Only]

For-Official-Use-Only

Thank you very much s22(1)(a)(ii) much appreciated.

Kind regards,

s22(1)(a)(ii)

COORDINATOR - EXECUTIVE SECRETARIAT & COMMUNICATIONS
ENTERPRISE GOVERNANCE

Tel s22(1)(a)(ii)
www.afp.gov.au



POLICING FOR
A SAFER AUSTRALIA

For-Official-Use-Only

From: s22(1)(a)(ii)
Sent: Monday, 14 October 2019 6:51 PM
To: s22(1)(a)(ii)
Subject: Re: High Value Spending Proposal - John Lawler Consulting [DLM=For-Official-Use-Only]

s22(1)(a)(ii)

I will get someone to have a look at this first thing in the morning and get back to you regarding next steps..

Regards

s22(1)(a)(ii)

From: s22(1)(a)(ii)
Date: 14 October 2019 at 6:31:46 pm AEDT
To: s22(1)(a)(ii)
Cc: Black, Christopher s22(1)(a)(ii), Ryan, Nigel s22(1)(a)(ii)
Subject: High Value Spending Proposal - John Lawler Consulting [DLM=For-Official-Use-Only]
Importance: High

For-Official-Use-Only

Hi s22(1)(a)(ii)

Please find attached a draft HVSP. I am still completing the RATP and will forward that through asap tomorrow.

Could you please give me a ring tomorrow morning (my mobile s22(1)(a)(ii) is probably best) to discuss the HVSP?

The Commissioner wishes to bring former Deputy Commissioner John Lawler on-board as a consultant until 21 January 2020, with an option to extend to 21 March 2020. The intention is for Mr Lawler to be given an AFP laptop and access to ICT systems as early as Friday this week, so we obviously need to progress this as quickly as possible.

I'm happy to assist however I can; please let me know whatever else you need from me. I have had initial discussions with a/Chief Counsel regarding the procurement and the required contract. I will forward the draft HVSP to Legal now - a/Chief Counsel has indicated that they will be able to provide a contract asap this week (subject of course to NPC's approval for the procurement to progress etc).

Please note that the nature of this consultancy is to be closely held for now, hence my direct approach to you.

Please let me know if you require any further information.

Thank you.

Kind regards,

s22(1)(a)(ii)

COORDINATOR - EXECUTIVE SECRETARIAT & COMMUNICATIONS
ENTERPRISE GOVERNANCE

Tel + s22(1)(a)(ii)

www.afp.gov.au



POLICING FOR
A SAFER AUSTRALIA

For-Official-Use-Only

THIS DOCUMENT HAS BEEN DECLASSIFIED
AND RELEASED IN ACCORDANCE WITH THE
FREEDOM OF INFORMATION ACT 1982
(COMMONWEALTH)
BY THE AUSTRALIAN FEDERAL POLICE

From: s22(1)(a)(ii)
Sent: Tuesday, 15 October 2019 8:04 AM
To: s22(1)(a)(ii)
Cc:
Subject: 20200303 - RE: High Value Spending Proposal - John Lawler Consulting [DLM=For-Official-Use-Only]
Attachments: Template - Exemption from AusTender Reporting.docx; 20200303 HVSP - John Lawler Consulting.docx

For-Official-Use-Only

Good mornings s22(1)(a)(ii)

Please find attached the HVSP that has been reviewed by NPC.

Can I suggest that Legal look at the CCS and that the approval to exempt this contract from being reported on AusTender is sought (see my comments in the HVSP) I have attached the template for your consideration.

Please let me know if you require my assistance with registering the resultant contract.

AFP Procurement ID: 20200303

The AFP Procurement ID above is a unique identifier that MUST be used for all correspondence relating to this procurement for the life of the Procurement.

Based on the information provided, the attached Spending Proposal is Supported by NPC. Please accept the changes in the documents and update where required before obtaining delegate approval.

As soon as a formal agreement/contract is executed or varied, please ensure the AFP appointee responsible for management/administration of the arrangement registers on Insight! This process should be completed within 7 days to allow sufficient time for NPC to review the documentation provided and to report the arrangement on AusTender no later than 42 days from date of execution.

As this is a Consultancy ensure to tick 'consultancy' in the Procurement Reporting (PRF) details when registering the contract on Insight!

Record keeping obligations.

All AFP officials engaged in procurement must maintain appropriate documentation, which meets the requirements of the National Guideline on information management.

All procurements along with all business activities/projects must have a PROMIS, hard copy, file created for them and the relevant documents held on them. These are subject to audit. Note the AFP's drives (or SAP) do not meet the relevant Record Management acts.

Regards

s22(1)(a)(ii)

NATIONAL PROCUREMENT & CONTRACTS, MAIL POINT 432
CHIEF FINANCIAL OFFICER

Tel + s22(1)(a)(ii)

www.afp.gov.au

THIS DOCUMENT HAS BEEN DECLASSIFIED
AND RELEASED IN ACCORDANCE WITH THE
FREEDOM OF INFORMATION ACT 1982
(COMMONWEALTH)
BY THE AUSTRALIAN FEDERAL POLICE



POLICING FOR
A SAFER AUSTRALIA

For-Official-Use-Only

From: [redacted] s22(1)(a)(ii)
Sent: Monday, 14 October 2019 6:54 PM
To: [redacted] s22(1)(a)(ii)
Cc: [redacted]
Subject: Fwd: High Value Spending Proposal - John Lawler Consulting [DLM=For-Official-Use-Only]
Importance: High

[redacted] s22(1)(a)(ii)

Can you please have a look at this one as a priority.

Regards

[redacted] s22(1)(a)(ii)

From: [redacted] s22(1)(a)(ii)
Date: 14 October 2019 at 6:31:46 pm AEDT
To: [redacted] s22(1)(a)(ii)
Cc: Black, Christopher <[redacted] s22(1)(a)(ii)>; Ryan, Nigel <[redacted] s22(1)(a)(ii)>
[redacted] s22(1)(a)(ii)
Subject: High Value Spending Proposal - John Lawler Consulting [DLM=For-Official-Use-Only]
Importance: High

For-Official-Use-Only

Hi [redacted]

Please find attached a draft HVSP. I am still completing the RATP and will forward that through asap tomorrow.

Could you please give me a ring tomorrow morning (my mobile [redacted] s22(1)(a)(ii) is probably best) to discuss the HVSP?

The Commissioner wishes to bring former Deputy Commissioner John Lawler on-board as a consultant until 21 January 2020, with an option to extend to 21 March 2020. The intention is for Mr Lawler to be given an AFP laptop and access to ICT systems as early as Friday this week, so we obviously need to progress this as quickly as possible.

I'm happy to assist however I can; please let me know whatever else you need from me. I have had initial discussions with a/Chief Counsel regarding the procurement and the required contract. I will forward the draft HSVP to Legal now - a/Chief Counsel has indicated that they will be able to provide a contract asap this week (subject of course to NPC's approval for the procurement to progress etc).

Please note that the nature of this consultancy is to be closely held for now, hence my direct approach to you.

Please let me know if you require any further information.

Thank you.

Kind regards,

s22(1)(a)(ii)

COORDINATOR - EXECUTIVE SECRETARIAT & COMMUNICATIONS
ENTERPRISE GOVERNANCE

Tel s22(1)(a)(ii)

[www.afp.gov.au](#)



POLICING FOR
A SAFER AUSTRALIA

For-Official-Use-Only

THIS DOCUMENT HAS BEEN DECLASSIFIED
AND RELEASED IN ACCORDANCE WITH THE
FREEDOM OF INFORMATION ACT 1982
(COMMONWEALTH)
BY THE AUSTRALIAN FEDERAL POLICE



Exemption from AusTender Reporting/Publication [i](#)

Version Control: v.1.2 22/08/19

AFP Procurement ID i	
Certificate of Public Interest Issued i	

To [Insert Delegate Name]
[Insert Delegate Title]

Through [Insert Name/s]
[Insert Title/s]

Purpose

To seek an exemption from publishing on AusTender/Publication the details of the contract for **[Insert procurement activity title]** awarded to **[Insert supplier's name (ABN xx xxx xxx xxx)]** valued at **[Insert procurement activity value]** (GST inclusive).

Background

The [Commonwealth Procurement Rules \(CPRs\)](#) require all contracts and purchases valued at \$10,000 or more to be reported publically on AusTender. AusTender is the Australian Government's procurement publishing and reporting website. In accordance with the CPRs, the Commissioner or his delegate may direct in writing that contract details are not to be reported on AusTender if they would also be subject to an exemption under the [Freedom of Information Act 1982](#).

The Commissioner has delegated responsibility for exempting contracts from reporting to National Managers. This delegation is detailed at [Schedule 5 of Annexure A \(Schedules of Delegations and Authorisations\) of the Commissioner's Financial Instructions](#).

The delegate may exempt a contract from being reported if the delegate considers the information in or relating to the above contract is sensitive and harm would likely be caused by public disclosure. The primary reasons that AFP contract details are exempt from reporting relate to the:

- enforcement of the law and the protection of public safety;
- protection of national security; and
- protection of personal information.

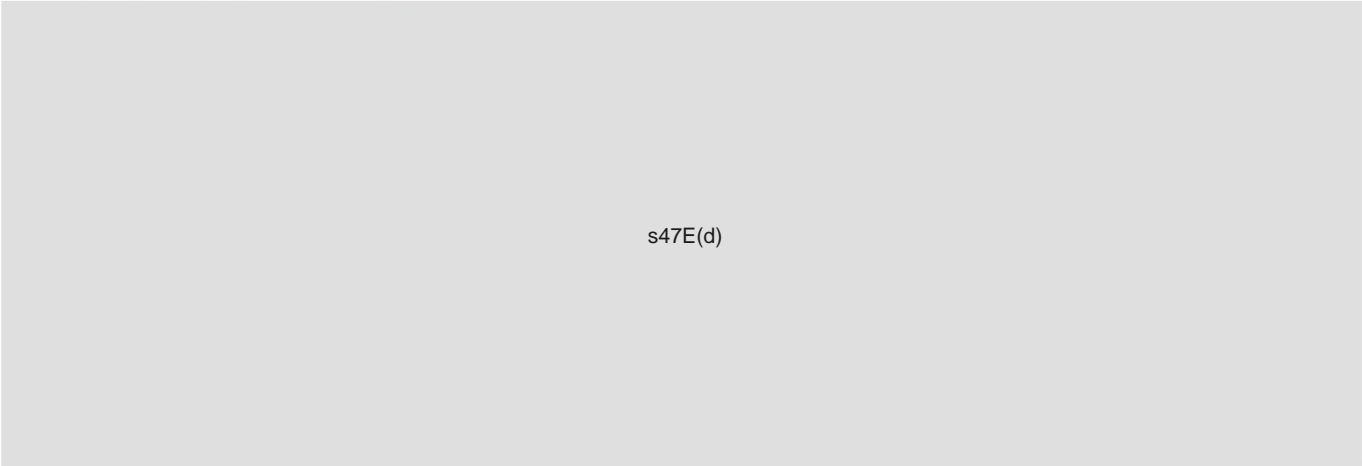
Issue

[Insert what would be the impact if the details of this contract/procurement activity were publicly reported on AusTender]



AFP
AUSTRALIAN FEDERAL POLICE

[Insert reasons for not reporting]



s47E(d)

Recommendation ⓘ

It is recommended that you, as the relevant Delegate, approve the Exemption from AusTender/Publication for this procurement activity's contract details on AusTender.

Recommending Officer Name

Recommending Officer Signature

Recommending Officer Title and AFP ID

Recommendation Date

Delegate Approval

Exemption **Approved**

Exemption **Not Approved**

Delegate Name

Delegate Signature

Delegate Title and AFP ID

Approval Date

THIS DOCUMENT HAS BEEN DECLASSIFIED
AND RELEASED IN ACCORDANCE WITH THE
FREEDOM OF INFORMATION ACT 1982
(COMMONWEALTH)
BY THE AUSTRALIAN FEDERAL POLICE



High Value Spending Proposal (PART A) Approval to approach the market

Version Control: v.2.9.16/08/19

Consultancy Services – Review of Sensitive Investigations

AFP Procurement ID ⓘ	20200303
<input type="text"/>	s47F
Public Interest Certificate Issued ⓘ	No
CPRs s.2.6 Applying Measures ⓘ	Not applicable
Will this procurement involve consultancy services? ⓘ	Yes this procurement involves consultancy services

s47F

Delegate: Chris Black
Chief of Staff

PURPOSE

This High Value Spending Proposal (Part A) is to:

- Specify the background, requirement/s and risks associated with the proposed procurement activity;
- Describe the procurement methodology to be undertaken; and
- Obtain [PGPA Delegate approval](#), in accordance with the [Public Governance, Performance and Accountability \(PGPA\) Act 2013](#) and the [Commonwealth Procurement Rules \(CPRs\)](#), to progress with the procurement activity to an Approach to Market (ATM) with the intent to commit and enter into a contractual arrangement with a supplier that represents Value for Money (VFM).

INDIGENOUS PROCUREMENT POLICY

This procurement:

- does not fall within the [Indigenous Procurement Policy](#) (Mandatory Set Aside Policy) for the following reason: the procurement meets rule s.10.3 conditions for limited tender applies
- does fall within the [Indigenous Procurement Policy](#) (Mandatory Set Aside Policy) as its estimated total contract value is between \$80,000 and \$200,000.

In stimulating Indigenous entrepreneurship and business development the procuring business area has undertaken the following:

No action taken to identify potential Indigenous suppliers

Insert Date

Page 1 of 14

THIS DOCUMENT HAS BEEN DECLASSIFIED AND RELEASED IN ACCORDANCE WITH THE FREEDOM OF INFORMATION ACT 1982 (COMMONWEALTH) BY THE AUSTRALIAN FEDERAL POLICE



High Value Spending Proposal (PART A)

Approval to approach the market

Version Control: v.2.9 16/03/19

BACKGROUND

Commissioner Kershaw has requested a process review into the handling of sensitive investigations. The review will ensure that all aspects of such investigations are as efficient and effective as possible, and will determine whether the existing investigative policy and guidelines are fit for purpose. This will require the experience and specialist skills of an expert in the field and also a neutral person.

THE REQUIREMENT

The final report is required to be completed by no later than 20 January 2020. Commissioner Kershaw may request interim reports as required prior to the completion of the final report. An annexure is also to be produced that is capable of being publically released at the Commissioner's discretion.

The review team will comprise an external consultant and a small team of internal AFP appointees. There will be a need for the consultant to access AFP premises, have access to an AFP laptop and ICT systems and to access AFP information including case material concerning current and former sensitive investigations.

The review team will engage with internal and external stakeholders and will have reference to the work being undertaken by Ernst and Young regarding the AFP's future operating model. This requires the appointment of an eminent individual.

Has a detailed 'Statement of Requirements (SOR)' been completed? Yes No

CONTRACT VALUE

The below table is the maximum estimated values for the contract initial term and any applicable options.

The PGPA Delegate approval will cover the Contract Initial Term value only. Prior to executing any contract variations/extensions new PGPA Delegate approval will need to be obtained.

Initial Term	18/10/19 to 21/1/20 (GST inclusive)	s47G	(GST inclusive)
Option(s)	22/1/20 to 21/3/20 (GST inclusive)	s47G	GST
Total Maximum Contract Value	AUD s47G (GST inclusive) – a maximum of 50 days		

Cost Centre	300250	Internal Order	XCOS
-------------	--------	----------------	------

Insert Date

Page 2 of 14

THIS DOCUMENT HAS BEEN DECLASSIFIED
AND RELEASED IN ACCORDANCE WITH THE
FREEDOM OF INFORMATION ACT 1982
(COMMONWEALTH)
BY THE AUSTRALIAN FEDERAL POLICE



High Value Spending Proposal (PART A) Approval to approach the market

Version Control: v 2.9 16/08/19

Does this procurement involve the purchase of assets?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does this procurement relate to gifting?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Type of contract to be executed:	AFP Contract (prepared by AFP Legal) Commonwealth Contract (using the CCS portal)
----------------------------------	--

s47E(d)

CONTRACT TERM

Initial Term	44-18 October 2019 to 21 January 2020
Option(s)	1 x 2 month option to extend, to 21 March 2020
Total Maximum Contract Term	5 months

RISK ASSESSMENT

A [Risk Assessment and Treatment Plan \(RATP\)](#) has been undertaken in accordance with the [AFP National Guideline on risk management](#) and the [National Guideline on procurement and contracting](#). The RATP considers all operational, business and procurement-related risks; and is attached at Appendix A.

The overall risk of this procurement activity is **MEDIUM**.

METHOD OF PROCUREMENT

The procuring business area has undertaken a risk assessment and has identified the most appropriate and compliant approach to market to be: *(select one and delete all others)*

- a) A **Limited Tender** utilising the following Division 2 Conditions for limited tender of the [CPRs](#): 10.3 d) when the goods and services can be supplied only by a particular business and there is no reasonable alternative or substitute for one of the following reasons; iii. due to an absence of competition for technical reasons.

THIS DOCUMENT HAS BEEN DECLASSIFIED
AND RELEASED IN ACCORDANCE WITH THE
FREEDOM OF INFORMATION ACT 1982
(COMMONWEALTH)
BY THE AUSTRALIAN FEDERAL POLICE

Insert Date

For-Official-Use-Only

Page 3 of 14



High Value Spending Proposal (PART A)

Approval to approach the market

Version Control: 1.0 16/08/19

The use of Limited Tender is justified for the following reasons:

Mr Lawler AM APM is a former Deputy Commissioner of the AFP, with extensive experience in relation to the AFP's operational activities and specific experience in relation to sensitive investigations. Mr Lawler has also undertaken numerous critical reviews for other Australian Government and State/Territory Government agencies. Mr Lawler holds strong professional relationships with relevant internal and external stakeholders which will facilitate the completion of the review within the Commissioner's required timeframes. Mr Lawler's corporate knowledge of the AFP, combined with his extensive investigations and review skillsets and experience, mean that he is unparalleled in the provision of these particular consultancy services within the required timeframe.

This approach will be to the following supplier/s:

John A Lawler AM APM Consulting (ABN: 55 285 009 566)

Note: In accordance with the [Commissioner's Financial Instructions \(CFIs\) Annexure A Schedule of Delegations and Authorisations](#), only the following members may approve the use of applying measures:

- a Deputy Commissioner (DC) and Chief Financial Officer (CFO) or
- the Chief Operating Officer (COO) and the CFO

VALUE FOR MONEY

Every AFP procurement must achieve value for money (VFM) ([CPRs section 4 'Value for money'](#)).

Price must not be the sole factor in assessing value for money. AFP Officials must consider the relevant financial and non-financial costs and benefits of their procurement activity i.e. quality, fitness-for-purpose, experience, past performance, flexibility of the proposed solution, environmental sustainability, physical and information security, destruction and disposal, and whole-of-life costs.

Elements to Value for Money

The procuring business area confirms this procurement will achieve VFM for the AFP as it: (select all that apply):

- Encourages competition and is non-discriminatory (approaching multiple suppliers)
- Uses public resources in an efficient, effective, economical and ethical manner
- Facilitates accountable and transparent decision making
- Encourages appropriate engagement with risk
- Is commensurate with the scale and scope of the business requirement

THIS DOCUMENT HAS BEEN DECLASSIFIED
AND RELEASED IN ACCORDANCE WITH THE
FREEDOM OF INFORMATION ACT 1982
(COMMONWEALTH)
BY THE AUSTRALIAN FEDERAL POLICE

Insert Date

Page 4 of 14



High Value Spending Proposal (PART A) Approval to approach the market

Version Control: v.2.9 16/03/19

Where all of the above elements to VFM cannot be met provide additional justification: As noted above, a limited approach has been undertaken for defensible reasons and in a manner that still provides best VFM for the AFP.

PROCUREMENT PROCESS

The procurement process will be conducted in accordance with the [CPRs](#) and the [AFP National Guideline on procurement and contracting](#). The procurement method detailed above will ensure that value for money will be achieved.

ESTIMATED PROCUREMENT TIMETABLE

A procurement timetable has been developed for this procurement activity and can be found at Appendix B.

PROCUREMENT STAKEHOLDERS

In accordance with the [National Guideline on procurement and contracting](#), the following stakeholders have been consulted in preparing this Spending Proposal (PART A) (select all that apply):

- AFP Legal Insert LEX ref #
- National Armoury
- Security
- ICT Assets Team
- Technology & Innovation (T&I)* Insert DAF TA ref #
- Portfolio Financial Representative
- National Assets Team
- [list other]

Note: *Where the procurement activity relates to ICT-related goods and/or services T&I must be consulted. If supported by T&I, a Design Authority Forum (DAF) Technology Acquisition (TA) reference number will be issued. This number must be entered in the field above.

In addition to the above the following stakeholders will be involved in the progression of this procurement activity.

Stakeholder name and title	Role or responsibility in procurement activity
Chief of Staff	Client Business Area/End User
s22(1)(a)(ii)	Project Manager (where applicable)
Nigel Ryan - Chief of Staff	Contract Owner

The AFP official accountable for outcomes enabled by the contract. Has the necessary authority to make decisions in relation to the contract and takes the

THIS DOCUMENT IS UNCLASSIFIED
AND RELEASED IN ACCORDANCE WITH THE
FREEDOM OF INFORMATION ACT 1982
(COMMONWEALTH)
BY THE AUSTRALIAN FEDERAL POLICE

Insert Date

Page 5 of 14



High Value Spending Proposal (PART A)

Approval to approach the market

Version Control : 2.0 (6/08/19)

Stakeholder name and title	Role or responsibility in procurement activity
	<i>actions required to manage the AFP obligations and optimise ongoing value for money.</i>
s22(1)(a)(ii)	Contract Manager <i>The AFP official who is responsible for completing the activities and tasks required to manage the terms, conditions, outputs and AFP obligations under the contract.</i>
s22(1)(a)(ii)	Contract Administrator <i>The AFP official who performs the activities and tasks necessary to administer the contract, and is directed and instructed by the Contract Manager and guided by the relevant contract management plan</i>

EVALUATION

The member undertaking the evaluation of this direct approach has a clear understanding of the procurement requirements and is confident that the chosen supplier can meet the objectives whilst achieving value for money.

CONFLICT OF INTEREST

All stakeholders who may have influence over this procurement activity are required to complete a Conflict of Interest Declaration in accordance with the Department of Finances guidance on [Ethics and Probity in Procurement](#).

Stakeholders required to complete Declarations include:

- (a) the PGPA Delegate;
- (b) AFP Appointees (substantive and contracted);
- (c) SMEs and advisers; and
- (d) Evaluation Committee members.

All stakeholders who may have influence over this procurement activity have completed a Conflict of Interest Declaration and:

- no perceived or actual conflicts have been identified; or
- the following perceived or actual conflicts have been identified:

THIS DOCUMENT HAS BEEN DECLASSIFIED
AND RELEASED IN ACCORDANCE WITH THE
FREEDOM OF INFORMATION ACT 1982
(COMMONWEALTH)
BY THE AUSTRALIAN FEDERAL POLICE

Insert Date

Page 6 of 14



High Value Spending Proposal (PART A) Approval to approach the market

Version Control: v.2.0 16/08/19

NPC COMPLIANCE REVIEW

National Procurement and Contracts (NPC) has conducted a compliance review of this spending proposal.

Based on the information provided by the procuring business area NPC has reviewed this spending proposal as:

compliant with the relevant Government procurement framework

non-compliant with the relevant Government procurement framework

NPC make the following additional comments/recommendations:

NPC's assessment of this Spending Proposal (20200303) is that it is in line with the CPRs and a direct approach is appropriate in this instance.

AFP Legal consultation required: Yes No (Business Area already in contact with Legal)

s22(1)(a)(i)	s22(1)(a)(ii)
_____ Name	_____ Signature
_____ Procurement and Contracts Title and AFP No.	<u>15/10/2019</u> Date reviewed

RECOMMENDATION

I, as the Recommending Officer, have considered NPC's compliance review and comments and:

recommend this procurement activity be progressed; or

do not recommend this procurement activity be progressed (as it is non-compliant).

Recommending Officer's comments:
Click or tap here to enter text.

_____ Name	_____ Signature
_____ Title and AFP No.	<u>Select date here</u> Date reviewed

THIS DOCUMENT HAS BEEN DECLASSIFIED AND RELEASED IN ACCORDANCE WITH THE FREEDOM OF INFORMATION ACT 1982 (COMMONWEALTH) BY THE AUSTRALIAN FEDERAL POLICE

Insert Date



High Value Spending Proposal (PART A) Approval to approach the market

Version Control: V 2.0 16/09/19

PGPA DELEGATE APPROVAL

Procurement Title	Review of Sensitive Investigations		
AFP Procurement ID	20200303		
Contract Initial Value	Maximum of AUD	\$47G	(GST Inclusive)
Contract Initial Term	6-3 months		
<p>I, as the relevant PGPA Delegate, am satisfied that:</p> <ul style="list-style-type: none"> <input type="checkbox"/> this procurement activity is compliant with the required Australian Government procurement policies and legislative requirements set out in the Public Governance Performance and Accountability Act 2013, the Commonwealth Procurement Rules (CPRs), the Commissioner's Financial Instructions, and the AFP National Guideline on procurement and contracting. <input type="checkbox"/> I hold the appropriate PGPA delegation and have sufficient funds within my area of delegation to cover any resulting commitment. <input type="checkbox"/> Conflicts of Interest Declarations have been declared, documented and appropriately managed. <input type="checkbox"/> this procurement activity will provide an efficient, effective, economical and ethical use of Government money. <p>PGPA Delegate approval:</p> <p><input type="checkbox"/> Approved to Approach to Market (ATM) <input type="checkbox"/> Not approved to Approach to Market (ATM)</p> <p>_____ Delegate Name</p> <p>_____ Delegate Signature</p> <p>_____ Delegate Title and AFP ID</p> <p>_____ Select date here</p> <p>_____ Approval Date</p>			

THIS DOCUMENT HAS BEEN DECLASSIFIED
AND RELEASED IN ACCORDANCE WITH THE
FREEDOM OF INFORMATION ACT 1982
(COMMONWEALTH)
BY THE AUSTRALIAN FEDERAL POLICE

Insert Date

High Value Spending Proposal

Version Control: v2.9 16/08/19

RISK ASSESSMENT AND TREATMENT PLAN

Appendix A

The Risk Assessment and Treatment Plan (RATP) template can be accessed [here](#).

For further assistance in completing this RATP refer to the [AFP Risk Management Framework](#) which should be read in conjunction with the [National Guideline on Risk Management](#).

Further advice can be obtained by contacting the [Strategic Risk Team](#).

For-Official-Use-Only

Insert Date

Page 9 of 14

THIS DOCUMENT HAS BEEN DECLASSIFIED
AND RELEASED IN ACCORDANCE WITH THE
FREEDOM OF INFORMATION ACT 1982
(COMMONWEALTH)
BY THE AUSTRALIAN FEDERAL POLICE