



PROCUREMENT AND RESOURCE MANAGEMENT POLICY

Purpose

This policy sets out the Manufacturing Industry Skills Alliance's (Manufacturing Alliance) approach to procurement to ensure it is managed in accordance with business needs, is objective and meets all compliance and legal obligations.

Scope

This policy applies all employees, Board Directors, Strategic Industry Taskforce, sub-committees, and any other person undertaking work for the Manufacturing Alliance.

Definitions

Goods and Services	The supply of equipment, consumables and like items, or the provision of services that enable work to be undertaken and objectives to be met.
Procurement	The process for obtaining goods and services from external parties that are required for business purposes.
Value for Money	A balanced judgement of financial and non-financial factors including timing, fit for purpose, whole-of-life costs, risk, environmental and sustainability issues, and price.

Policy Statement

The procurement of all goods and services for the Manufacturing Alliance is to be conducted in an honest, competitive, fair, and transparent manner with consideration for quality, service, social impacts, and value for money.

All procurement is to align with the Manufacturing Alliance's strategic objectives and business needs and considers financial and non-financial factors including price, the total life cost of the good or service, and social and economic factors, all of which should deliver value for money.

All procurement is to be undertaken in accordance with the Manufacturing Alliance's policies, including but not limited to the

- x *Delegations of Authority Policy and Schedule*
- x *Contract Management Procedure*
- x *Gifts, Benefits and Hospitality Policy*
- x *Conflict of Interest Policy*
- x *Jobs and Skills Councils Code of Conduct*

In addition, procurement must also be undertaken in accordance with all relevant policies of and agreements with the Department of Employment and Workplace Relations.

The Manufacturing Alliance will make a conscious effort to maximise opportunities for Australian manufacturers and suppliers and with best endeavours to support Indigenous organisations where this is practicable and cost-effective.

Procurement Principles

Probity and Ethical Behaviour

Resource Management

Manufacturing Alliance ensures appropriate planning, allocating and monitoring of employees to achieve