



An Intensive 5-Day Training Course

Combating Risk & Fraud in Procurement

PROGRAMME SUMMARY

This EuroMaTech training course covers all the essential tools, techniques, philosophies and activities needed to understand, manage and control procurement fraud and anti-bribery activities at an organisational level. The aim of the training course is to equip managers and professional with the skills, knowledge and understanding needed to make effect change where it is needed; to validate present controls and to recommend changes in controls where this may be needed.

Date	Venue	Fee(\$)
20 - 24 Mar 2022	Dubai	US\$ 4,950
20 - 24 Jun 2022	Accra	US\$ 5,950
02 - 06 Oct 2022	Dubai	US\$ 4,950

INTRODUCTION

Procurement fraud and bribery are the single largest area of loss for businesses and Government departments around the world. This highly engaging EuroMaTech training course will prepare managers and professionals involved in all areas of the public and private sectors to recognise combat and manage procurement fraud and bribery risks.

Participants will develop the competences to:

- Implement effective procurement fraud controls
- Build the barriers to procurement fraud to protect their organisation
- Develop an anti-bribery management system
- Put into place the principles that will bribery-proof their business
- Avoid accidental entanglement in the Bribery Act or the Foreign Corrupt Practices Act

Virtual
 learning service
 available 



TRAINING METHODOLOGY

The Combating Risk & Fraud in Procurement training course will combine presentations, discussion, video materials and extensive case study materials. Delegates are particularly encouraged to engage in discussion of issues that affect themselves and their environmental context in order to assess the present capability of their organisations in anti-bribery and anti-procurement fraud management.

WHO SHOULD ATTEND

- Professionals and leaders who wish to know more about avoiding and fraud proofing their organisations
- Personnel directly involved in procurement or contractual activities or relationships who need to know the law, the management and the tools and techniques of controlling fraud and bribery

PROGRAMME OBJECTIVES

- Understanding procurement fraud and bribery –motivations and techniques
- Knowing the international law and commitments to anti-fraud and anti-bribery
- Developing competence in building multiple barriers to fraud
- Becoming aware of the principles and practicalities of bribery-proofing organisations

In-house Training

EuroMaTech is capable of conducting this training programme exclusively for your delegates. Please e-mail us on inhouse@euromatech.ae for further information and/or to receive a comprehensive proposal.

QUALITY CERTIFICATIONS & ACCREDITATIONS



Training Seminars & Conferences
www.euromatech.com



+971 50 196 6003

Email Address:
info@euromatech.ae

Website:
www.euromatech.com



COURSE OUTLINE



Day 1

Understanding the Context and Motivations behind Procurement Fraud and Bribery

- Defining procurement fraud and bribery
- Understanding the motivations of individuals and organisations that engage in fraud and bribery
- Assess the costs to the organisation and the individual of undetected fraud and bribery
- Recognising the role of everyone in the organisation with regard to fraud and bribery
- Public and Private sector responsibilities

Day 2

Implementing Effective Anti-Fraud Controls

- Developing effective and proportionate procedures
- Training personnel and suppliers who may encounter procurement fraud
- Communicating policy to all levels in the organisation
- Securing the supply chain at all stages including initiation, storage, transportation, loading and unloading, handovers with other organisations and shipping and clearance documentation
- Monitoring the stages in procurement from pre-qualification to use
- Achieving due diligence

Day 3

Building Effective Barriers to Procurement Fraud

- Increasing individuals and the organisation's awareness of fraud risk
- Training staff to identify and signal and suspicion of procurement fraud
- Monitoring of documentation and internal audit as a control and a signal of the organisation's attitude to fraud
- Assessing staff and their vulnerability to fraud
- Creating effective procedures and monitoring these procedures
- Creating internal barriers to collusion and cooperation that may facilitate corrupt practices
- Auditing suppliers and associated organisations for procurement fraud
- Analysing data and activities in order to flag suspicions of fraud

Day 4

Bribery Proofing the Organisation – Tools, Techniques and Approaches

- Planning the bribery-proof organisation
- Developing anti-bribery policy and
- Gaining commitment from all levels of the organisation
- Communicating the policies
- Enforcing compliance of organisational anti-bribery rules and procedures
- Achieving due diligence with controlled organisations and business associates
- Monitoring and reviewing the anti-bribery management system.
- Audit and top management review – continuously improving the system

Day 5

Understanding the International Law, Conventions and Approaches To Anti-Bribery And Anti-Fraud Activities

- The OECD Anti-Bribery Convention and the United Nations Convention against Corruption
- The UK Bribery Act 2010 – bribing another person; bribing a foreign official; consequences of failing to prevent bribery
- The US Foreign Corrupt practices Act 1977 – provisions and scope; enforcement; persons subject to the Act
- Avoiding becoming entangled innocently in foreign bribery and anti-fraud situations

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This fee is inclusive of instruction materials, documentation, lunch, coffee/tea breaks & snack. All Fees are subject to 5% Value Added Tax (VAT).*

Your Details

Name (Mr/Ms):.....

Position:..... Organisation:.....

Address:.....

City / Country:

Telephone: Email:

Mode Of Payment

Please find enclosed a cheque made payable to EuroMaTech

Please invoice me

Please invoice my company as follows:

Contact Name:

Company Name:

Address:.....

Email:

Documentation

High Quality material has been prepared by the Seminar Leader for distribution to delegates.

Certificates

A Certificate of Completion will be issued to those who attend & successfully complete the programme.

Schedule

Our Course timings commences at 08:30 and concludes at 14:00, followed by lunch on a daily basis.

Hotel Accommodation

EuroMaTech has negotiated special rates for a limited number of rooms in the hotel. Early registration will help to secure a room at the reduced rate.

Registration & Payment

Please complete the registration form on this page & return it to us indicating your preferred mode of payment. For Further Information, email us at info@euromatech.ae.

Cancellation Policy

Request for seminar cancellation must be made in writing & received at EuroMaTech three weeks prior to the seminar date. A U.S.\$250/- processing fee will be charged per delegate for each cancellation. Thereafter, we regret that we are unable to refund any fees due, although in such cases we would be happy to welcome a colleague who would substitute for you.

Disclaimer

EuroMaTech reserves the right to alter the content, location of the Seminar, or the identity of the speakers in case of events beyond our control.

Contact Us:

Middle East Office:

P.O. Box 74693

Dubai, United Arab Emirates

Telephone: +971 4 4571 800

Fax: +971 4 4571 801

Email Address:

info@euromatech.ae

Website:

www.euromatech.com

*VAT Announcement: The Government of UAE have introduced Value Added Tax (VAT) on goods and services from 01-January-2018. In compliance with the legislation issued by the UAE Government, we will be applying a 5% VAT on the fees for all our programs and services offered from January 2018 as applicable and stipulated in the FTA circulars.