



THE  
INSTITUTE of  
ARBITRATORS & MEDIATORS  
AUSTRALIA

ABN: 80 008 520 045

## PROBITY SERVICES ACCREDITATION COURSE INFORMATION FOR CANDIDATES

**21<sup>st</sup>, 22<sup>nd</sup>, 25<sup>th</sup> and 26<sup>th</sup> October 2010 (4 day course)**

### Course Information

In response to the expectations of government and industry for consistency in the provision of probity audits and advice, this course will accredit Probity Services Practitioners to a basic level which meets the fundamental skills required to provide probity services. It has a particular focus on procurement, contracting, and related business processes.

The course covers the essentials of probity and ethics principles and practice, particularly in procurement related processes. This includes issues of accountability, transparency, related statutes and policy. The course content has been developed in consultation with government and practitioners, in order to provide a common understanding of the fundamental requirements for the provision of probity services.

The course content includes:

- The probity services environment,
- Roles and responsibilities of probity services practitioners,
- General and specialist procurement and similar processes,
- Specific areas of probity and ethics,
- Ethical behaviour of buyers and suppliers,
- Probity risk management,
- Probity issues in contracting, and
- Other issues impacting on probity and accountability.

The course does not replace practical experience, but includes a high level of practical case studies.

The course will result in accreditation as a Probity Services Provider. The Accreditation will be determined by an Accreditation Board, with consideration of overall course performance and an accreditation exercise.

**PLEASE NOTE THE EARLY BIRD DISCOUNT RATE.**

**Time:** 8.45am registration  
9.00am start

**Dates:** Thursday 21<sup>st</sup> October 2010  
Friday 22<sup>nd</sup> October 2010  
Monday 25<sup>th</sup> October 2010  
Tuesday 26<sup>th</sup> October 2010  
4 days inclusive

**Venue:** Level 22  
127 Creek Street  
BRISBANE 4000

**Cost:** EARLY BIRD DISCOUNT  
Prior to 7<sup>th</sup> October 2010  
IAMA Members:  
\$2795(GST incl)  
Non- Members:  
\$3245 (GST incl)  
After 7<sup>th</sup> October 2010  
IAMA Members:  
\$3045 (GST incl)  
Non – Members  
\$3495 (GST incl)

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