



Integrity Management - Procedures

PROCUREMENT TOOL

Issued by: **Global Advice Network**

Eff. Date: **00/00/00**

Rev.: **A**

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I. Purpose	The current procurement tool has been devised for SMEs and other companies in order to help them assess the risk related to a particular procurement in a given country.
II. Application	The procedure only covers aspects related to corruption and bribery and should not be used to assess commercial risks associated with the tendering.
III. Responsibility and Authority	The risk assessment must be carried out by management or the procurement officer. Prior knowledge of procurement procedures are necessary.
IV. Definitions	See the vocabulary page.

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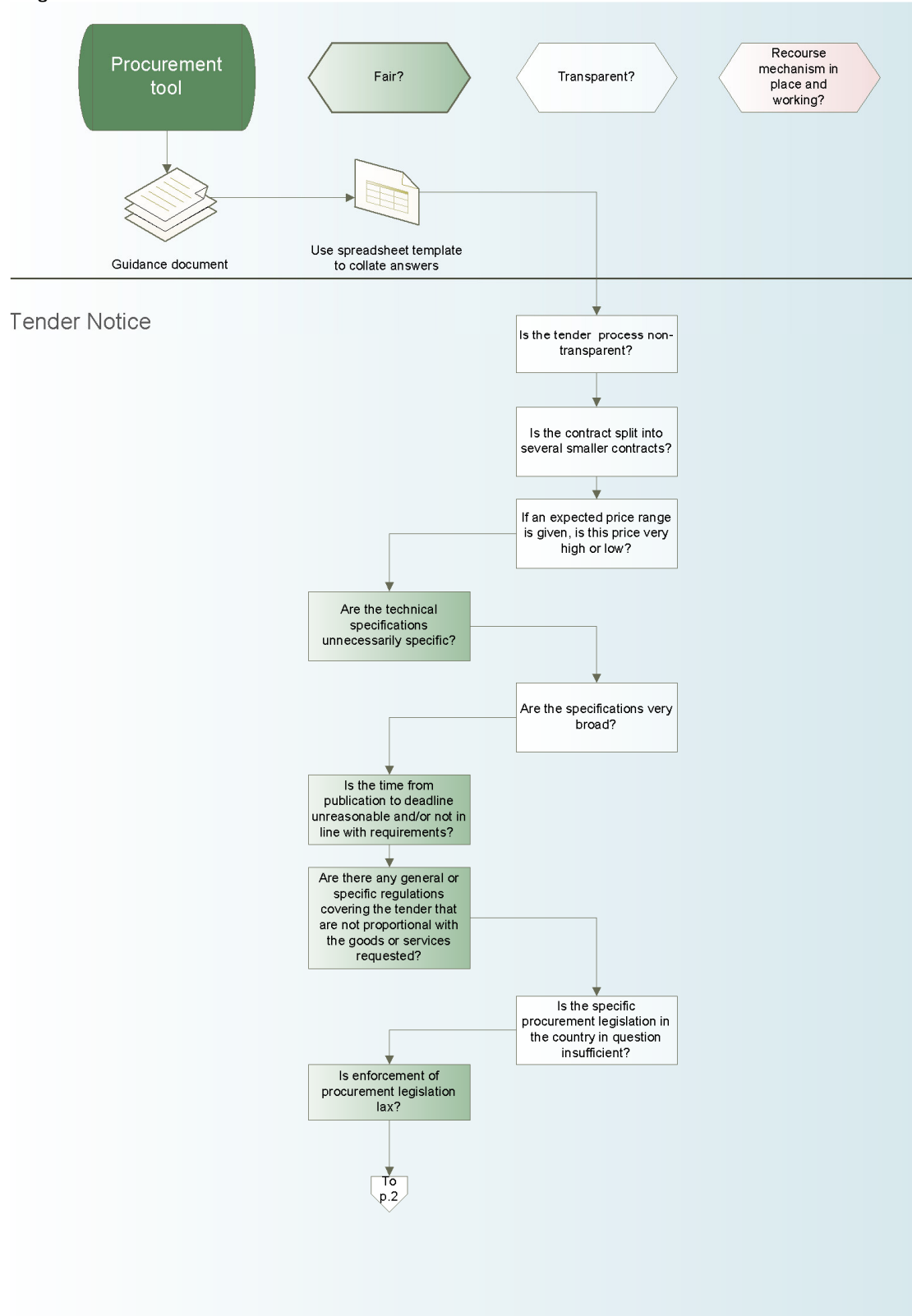
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V. Procedure

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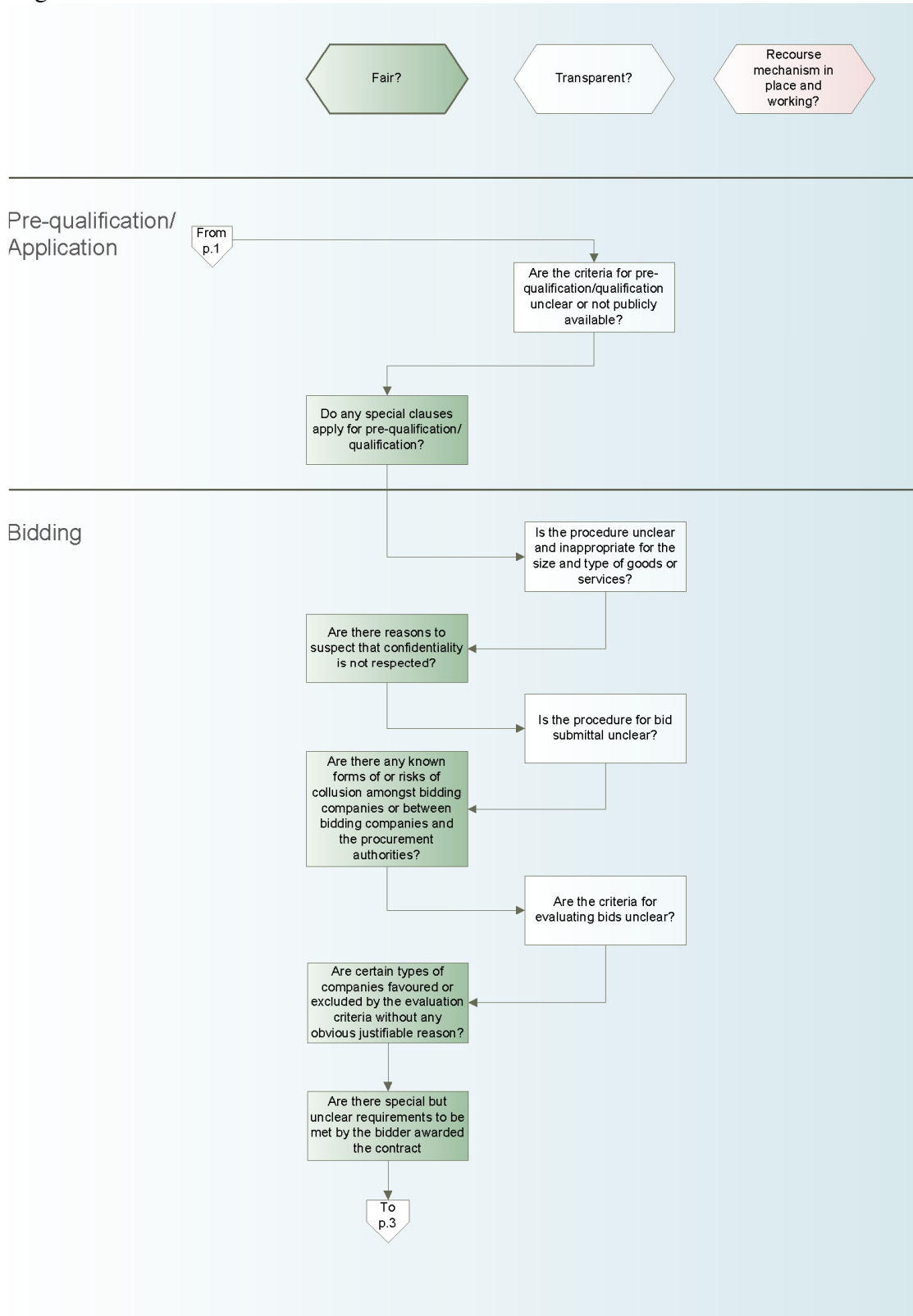
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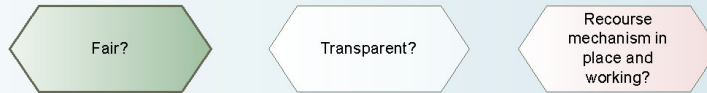
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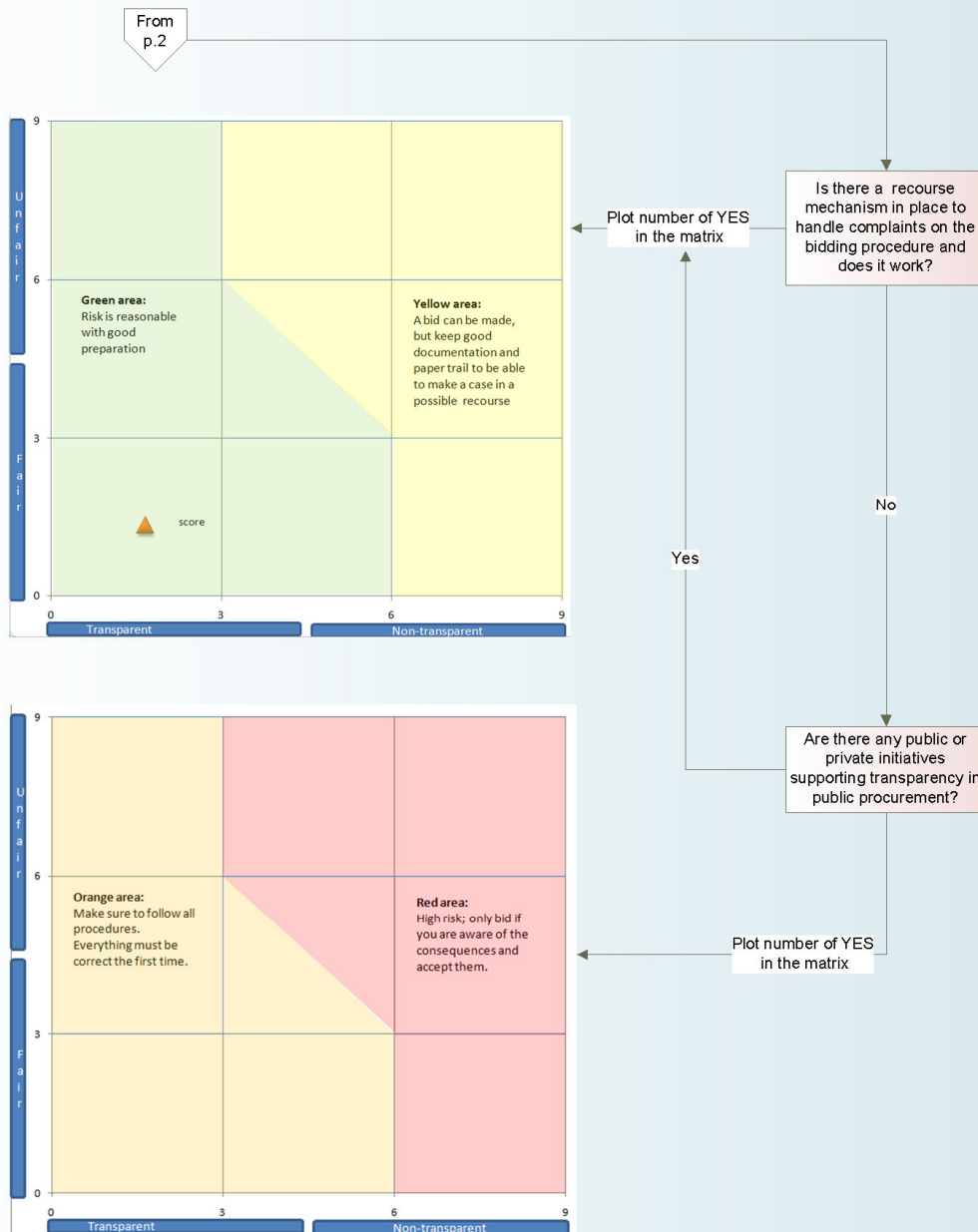
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Evaluation



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VI. Registration and accompanying documents	Procurement Tool scoring spreadsheet.
VII. Filing	[Company filing procedure]

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