



**THE UNITED REPUBLIC OF TANZANIA
INSTITUTE OF ACCOUNTANCY ARUSHA**



**SHORT COURSE ANNOUNCEMENT
ON
PUBLIC PROCUREMENT “CODE OF CONDUCT AND PROFESSIONAL
ETHICS”**

22ND – 31ST JANUARY, 2019 - IAA ARUSHA CAMPUS, ARUSHA)

1.0 Background

Procurement affects all aspects of people’s lives and assumes a large share of government budgets. 70% of the total government budget is used to procuring goods, services and works. Public procurement is increasingly recognized as an integral aspect of prudent public financial management, aligned with the field’s traditional functions and issues. However, public procurement is vulnerable to mismanagement and corruption. This vulnerability imposes a need for stewardship in public administration. It underlines the relationship between the public administration environment, value for money (measured in terms of economy, efficiency, and effectiveness), and the application of good-governance principles in order to enhance public financial performance. In developing countries, public procurement is increasingly recognized as essential in service delivery and it accounts for a high proportion of total expenditure. However, this function is vulnerable to corruption, inefficiency, and mismanagement. This calls for the need to have ethical procurement practitioners.

2.0 Course Contents

During the course the following areas will be covered;

- (a) What is Public Procurement
- (b) Ethical behavior towards undertaking Public Procurement
- (c) Professional standards of ethical conduct
- (d) Ethical concepts and principles
- (e) Loyalty and respect for rules and regulations regarding Procurement
- (f) Ethical risks and actions to manage them
- (g) Potential areas of risk in the procurement cycle
- (h) Tools and mechanisms to prevent and detect unethical practices in Procurement
- (i) Potential warning signs of unethical practices in Procurement

3.0 Mode of Delivery

The course will be conducted through lectures, discussions and case studies. Participants will be offered an opportunity to share knowledge, experience and the challenges from their work place regarding handling of the tenders and the like.

4.0 Target Participants

This course is designed for those interested in Procurement and Supplies Management and in particular the members of the Tender Board, Evaluation Committee, Procurement Management Unit, User departments, Procurement and Supplies Auditors, Stock verifiers, Academicians and others who are willing to get a clear understanding on how to undertake an effective tender evaluation.

5.0 Course Fees & Mode of Payment:

The fee for the course is **TZS 1,800,000/=** (say **One Million Eight Hundred Thousand Shillings Only**) per participant to cover for tuition fee, training materials, tea/coffee and lunch. Participants will have to arrange for their own travel, accommodation and upkeep while attending the course in Arusha. Payment may be in cash, cheques or TISS paid directly to our **Bank Account No. 014103007130 in the name of Institute of Accountancy Arusha, NBC - Arusha Branch. Early registration is highly encouraged and appreciated.**

6.0 Date, Duration and Venue:

This course will be conducted in Arusha from **22nd – 31st January, 2019 (12 days)** at the IAA Main Campus, located at Njiro Hill Arusha.

7.0 Contact Persons

For more details please don't hesitate to contact any of the following:

Mr. Isaya Machaine (**Course Director**)

E-Mail: imachaine@gmail.com Mob: +255 755 964 942 & 0713 073 890

Pamela Chogo (**Head of Department - Consultancy & Executive Development**)

E-Mail pchogo@iaa.ac.tz and pamsekela@gmail.com; Mob: +255 655 611512 & +255759334659

Ms. Caroline Lucumay (**Course Administrator**)

E-Mail: clucumay@iaa.ac.tz and lucumayc@gmail.com; Mob: +255 782 993 077 & +255 652 379 888

NB: Early confirmation and registration is highly encouraged and appreciated.

APPLY TO:

The Rector
Institute of Accountancy Arusha
P.O. Box 2798

ARUSHA

E-Mail: iaa@iaa.ac.tz