

Ministry of Attorney General

An Audit of the Contract for the Family Maintenance Enforcement Program, Released August 2017

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Initial PAC Meeting-

1st Action Plan Update

2nd Action Plan Update

Rec. #	OAG Recommendations	Action Planned	Target Date	Assessment of Progress by Entity ¹	Action Taken ²
1.	Use a procurement specialist, who is independent of the Justice Services Branch, to lead, plan and carry out the upcoming procurement for the contract for the FMEP	Use an independent procurement specialist to lead, plan and carry out the upcoming procurement for the contract for FMEP .	August 2017	Fully implemented	An independent procurement specialist has been engaged, under contract to lead this initiative.
2.	Direct the procurement specialist to address previous audit recommendations when they assess service delivery options and potential contract terms.	Direct the independent specialist to address previous audit recommendations when they assess service delivery options and potential contract terms.	August 2017	Fully implemented	The independent procurement specialist has been provided with previous audit recommendations and will address these recommendations in the assessment of service delivery options and potential contract terms.

¹The Select Standing Committee on Public Accounts (PAC) will request an update (i.e Assessment of Progress and Actions Taken column completed) on a yearly basis from the audited organization until all recommendations are fully implemented or otherwise addressed to the satisfaction of the PAC.

² This action plan and their subsequent updates have not been audited by the OAG. However, at a future date that Office may undertake work to determine whether the entity has accurately represented their progress in addressing the recommendations. The results of that work will be reported in a separate report prepared by the OAG.

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Detailed Action Plan - Prepared for the Select Standing Committee of Public Accounts

Rec. #	OAG Recommendations	Action Planned	Target Date	Assessment of Progress by Entity ¹	Action Taken ²
3.	Establish procedures to ensure the Ministry's Chief Financial Officer and legal counsel review and confirm that non-standard forms of contract for significant programs have met the requirements of policy and are consistent with the objectives of policy.	Review existing Ministry contracts to identify if there are other non-standard forms of contract for significant programs; once identified, such contracts will be reviewed to ensure that they have met the requirements of policy and are consistent with the objectives of policy	March 2018	Partially Implemented	The review of ministry significant contracts has been completed. For all contracts reviewed, the standard form of contract was used.
4.	Develop guidance for program managers regarding when to evaluate contractor performance, as required by policy, in situations where a new procurement is initiated before the existing contract has come to an end.	Guidance to be developed.	March 2018	Partially Implemented	The Ministry is finalizing policy guidance in this area.
5.	Ensure that executive oversight of significant contracts includes monitoring program management's response to identified risks (e.g. risks identified by ministry legal counsel, ministry or external procurement experts, and senior ministry financial staff).	A process for monitoring responses to identified risks is being developed and the necessary directions to the Ministry Executive members will be circulated.	March 2018	Partially Implemented	The Ministry is preparing a policy to require that contract risks be identified, and then mitigated and/or monitored. Monitoring will include executive oversight for identified significant risks.

Prepared by: Justice Services Branch, Ministry of Attorney General

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