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COURSE BROCHURE

# Advanced Procurement Risk and Governance Controls Training Course

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Registered in the United Kingdom and Saudi Arabia

# Advanced Procurement Risk and Governance Controls Training Course

Procurement Risk and Governance Controls is a 2-week advanced training course for procurement governance, internal audit and risk specialists who oversee how purchasing decisions are authorised, checked and challenged, and who leave with a procurement controls framework for their organisation. Spending pressure, supplier failures and fraud cases now reach boards quickly, so purchasing controls need a defensible design. Jupiter Prime Training delivers this course for practitioners who own that design.

## Why Procurement Risk and Governance Controls Matters Now

Three forces shape purchasing oversight today: boards and audit committees asking sharper questions about spend, suppliers operating through longer and more fragile networks, and digital purchasing tools that move approvals faster than paper checks ever did. An organisation with clear authority limits, segregated duties and tested fraud controls can show where every commitment came from and why it was approved. One without them meets bid rigging, split orders and undeclared interests only after the money has left. The course draws on ISO 20400 Sustainable Procurement guidance for responsible purchasing principles and on established internal control and risk practice described in general terms.

## Who Gains Most from Procurement Risk and Governance Controls

- Procurement governance leads who own purchasing policy, approval routes and the authority matrix
- Internal audit specialists who test purchase-to-pay cycles and report control gaps to audit committees
- Risk officers who rate supplier exposure and maintain the purchasing risk profile
- Compliance and ethics officers who handle declarations of interest and whistleblowing cases on tenders
- Finance controllers who reconcile commitments, invoices and payments against approved budgets

A purchasing function that sends its governance lead, an internal auditor and a finance controller together gains most, because the three lines of scrutiny then agree one control language.

## Procurement Risk and Governance Controls Capabilities

Participants turn scattered approval rules, audit findings and supplier warnings into a coherent set of purchasing safeguards.

- Design a delegated authority matrix with thresholds and escalation routes — finance committee
- Assess fraud red flags across tendering, ordering and payment — internal audit
- Build conflict-of-interest declaration and recusal controls — ethics officers
- Calculate inherent and residual supplier risk scores — category owners
- Test key purchasing controls with sampling and data analytics — audit committee
- Communicate control weaknesses and remediation owners in board-ready reports — executive leadership

## Key Procurement Risk and Governance Controls Terms

- Delegated authority matrix — a table setting who may approve which purchasing commitments, up to what value, and through which route.
- Segregation of duties — splitting requisition, approval, receipt and payment between different people so no one controls a whole transaction.
- Bid rigging — collusion between bidders to fix prices or rotate wins, defeating fair competition in a tender.
- Split purchasing — breaking one requirement into smaller orders to stay under an approval threshold or tender limit.
- Residual risk — the exposure left after existing controls work as designed, used to judge whether more safeguards are needed.
- Control self-assessment — a structured exercise in which process owners rate how well their own controls operate.

## Procurement Risk and Governance Controls Day by Day

### Day 1: The Purchasing Oversight Landscape

- Board and Audit Committee Expectations — Scope of Purchasing Oversight
- ISO 20400 Responsible Purchasing Principles — Policy Commitments for Buyers
- Three Lines of Scrutiny in Purchasing — Clear Ownership of Controls
- Procurement Policy Hierarchy — Which Rules Bind Which Decisions
- Purchasing Risk Universe Mapping — Priority Areas for Review

### Day 2: Authority and Approval Design

- Delegated Authority Matrix Construction — Approval Limits by Role and Value
- Single-Source Justification Rules — When Competition May Be Waived
- Emergency Purchase Protocols — Speed Versus Scrutiny Trade-Offs
- Contract Variation Approvals — Limits on Scope and Value Growth
- Approval Workflow Mapping — Bottlenecks and Bypass Routes

### Day 3: Segregation and Process Safeguards

- Segregation of Duties Conflict Matrix — Incompatible Purchasing Roles
- Vendor Master File Controls — Who May Create or Edit Suppliers
- Three-Way Match Rules — Order, Receipt and Invoice Agreement
- Compensating Controls for Small Teams — Oversight Where Duties Overlap
- System Access Reviews — Removing Excess Purchasing Privileges

## Day 4: Fraud Schemes in Purchasing

- Bid Rigging and Cover Pricing Patterns — Signals in Tender Returns
- Kickbacks and Inflated Invoices — Red Flags in Supplier Billing
- Fictitious Vendor Schemes — Detection Through Master Data Checks
- Split Purchasing Detection — Threshold Avoidance in Order History
- Fraud Risk Assessment Heat Grid — Likelihood and Impact by Scheme

## Day 5: Conflicts of Interest and Ethical Conduct

- Declaration of Interest Registers — Annual and Tender-Specific Disclosures
- Recusal Procedures for Evaluation Panels — Protecting Award Decisions
- Gifts and Hospitality Rules — Thresholds and Recording Duties
- Whistleblowing Channels for Purchasing Concerns — Safe Escalation Paths
- Related-Party Supplier Screening — Hidden Ownership Links

## Day 6: Supplier Risk Assessment

- Supplier Segmentation by Criticality — Depth of Due Diligence Required
- Financial Health Indicators — Early Signs of Supplier Distress
- Inherent and Residual Risk Scoring — Where Extra Safeguards Pay Off
- Sub-Tier and Concentration Exposure — Single Points of Failure
- Supplier Exit and Contingency Plans — Continuity of Critical Supply

## Day 7: Contract and Performance Safeguards

- Audit Rights and Information Clauses — Access to Supplier Records
- Liquidated Damages and Performance Security — Leverage When Delivery Slips
- Supplier Performance Scorecards — Evidence for Renewal or Exit
- Claims and Dispute Logs — Patterns Behind Cost Overruns
- Contract Closure Reviews — Final Payment and Lessons Captured

## Day 8: Auditing the Purchase-to-Pay Cycle

- Risk-Based Audit Planning for Purchasing — Coverage Within Limited Hours
- Attribute and Monetary Unit Sampling — Evidence Strength Per Test
- Duplicate Payment and Outlier Analytics — Recovery of Lost Spend
- Tender File Walkthroughs — Gaps Between Policy and Practice
- Audit Finding Grading — Severity and Remediation Deadlines

## Day 9: Monitoring and Reporting to Leadership

- Key Risk Indicators for Purchasing — Thresholds That Trigger Review
- Control Self-Assessment Cycles — Process Owner Accountability
- Exception and Waiver Registers — Patterns of Policy Bypass
- Board Dashboard Design — Clear Messages on Control Health
- Remediation Tracking — Owners, Milestones and Closure Evidence

## Day 10: Practising the Procurement Controls Framework

- Authority Matrix Stress Test — Applying Day 2 Rules to a Live Case
- Fraud Scenario Simulation — Applying Day 4 Red Flags to Tender Files
- Supplier Risk Register Build — Applying Day 6 Scoring to a Portfolio
- Peer Challenge of Control Designs — Weaknesses Spotted by Colleagues
- Procurement Controls Framework Assembly — Final Design for Adoption

## Applying Procurement Risk and Governance Controls After the Course

- Run a segregation of duties review of purchasing system roles and close the conflicting access found
- Lead a split purchasing and duplicate payment analysis of the last period's orders and report the results

## Procurement Risk and Governance Controls Questions FAQ

### What is procurement risk and governance controls, and why does it matter now?

It is the set of rules, approvals and checks that keep purchasing decisions lawful, fair and traceable. It matters now because boards expect evidence that spend is authorised, and fraud or supplier failure exposes weak controls quickly in sectors such as healthcare and construction.

### Which roles gain most from procurement risk and governance controls training?

Procurement governance leads, internal auditors, risk officers, ethics officers and finance controllers gain most. You benefit if you design, test or report on purchasing approvals, supplier exposure or fraud safeguards and need a shared language with the other lines of scrutiny.

### How does this procurement risk and governance controls course differ from a general supply chain risk course?

It centres on internal purchasing controls rather than logistics disruption. A supply chain risk course looks at transport, inventory and continuity; this one examines authority limits, segregation of duties, fraud schemes, conflicts of interest and audit testing within the purchase-to-pay cycle.

### What do you bring back from procurement risk and governance controls training?

You bring back a control design for your own organisation. It covers an authority matrix, fraud and conflict-of-interest safeguards, a supplier risk register, audit tests and a reporting format, ready to discuss with your audit committee and purchasing leadership.

## Procurement Risk and Governance Controls: The Way Forward

The procurement controls framework first informs which approval limits and segregation rules to tighten. Governance leads use it to set policy, auditors to plan testing and finance controllers to reconcile commitments. After its first use, in a hospital supply department or an infrastructure contractor alike, the fraud scenarios and supplier risk scores are worth revisiting as purchasing volumes and the supplier base change.