

Appendix 3: Breach assessment checklist

Is a non-compliance in scope of the Mandate?

This breach assessment checklist supports procuring agencies in determining whether non-compliant conduct by a supplier can be considered an alleged breach of the Ethical Supplier Mandate (the Mandate).

Date completed:	date
Completed by:	officer
Supplier ABN / ACN:	e.g., 1234
Supplier name:	business / organisation
Contract reference:	contract name

This assessment table is appropriate for a single instance of non-compliance.

Assessment item	Test
Did the non-compliance occur on a Queensland Government contract?	<input type="checkbox"/> Yes <input type="checkbox"/> No <i>Essential</i>
Does the Mandate apply to the procuring agency subject to the contract?	<input type="checkbox"/> Yes – Building Construction and Maintenance (BCM) <input type="checkbox"/> Yes – Transport Infrastructure and Services (TIS) <input type="checkbox"/> No – Other <i>Another category of spend, government-owned corporation, statutory body, or special purpose vehicle</i>
Did the contract commence after a date the Mandate came into effect? dd / mm / yyyy <hr/> [date contract was signed]	<input type="checkbox"/> Yes <input type="checkbox"/> No <i>BCM – from 1 August 2019</i> <i>Other – n/a</i> <i>TIS – from 1 October 2019</i>
Does a variation apply to this contract?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does the non-compliance relate to a varied contract clause?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Identify the contract clause the non-compliance relates to:	<i>[insert clause]</i>

