

RE: COVID procurements

From: "Borys, Shelley (PHAC/ASPC)" </o=canadacentdepl/ou=exchange administrative group (fydibohf23spdlt)/cn=recipients/cn=f1593ecb5b74436f92f86709f3365e2a-shelley.b">
To: "Stewart, Iain (PHAC/ASPC)" <iain.stewart@canada.ca>
Cc: "Rendall, Jennifer (PHAC/ASPC)" <jennifer.rendall@canada.ca>, "Beaudoin, Carlo (PHAC/ASPC)" <carlo.beaudoin@canada.ca>, "Ponic, Pamela (PHAC/ASPC)" <pamela.ponic@canada.ca>
Date: Fri, 16 Oct 2020 17:15:59 +0000
Attachment s: Audit Readiness Assessment_Final Report (2).docx (656.64 kB); Internal Audit Recommendations - Status Update_2020-10-09 v.6 (003).docx (32.42 kB); PHAC Contracting for Covid 19 v3 (002) (002).docx (24.8 kB)

Hi Iain,

Further to your request for an assessment of the COVID procurement process, I'm attaching a report my internal audit team has prepared. This consulting project focused on contracting that was done early in the response (mid-February to April) and examined highest-risk files at that time. You will see that the comprehensive review of these files revealed a number of issues – not unexpected, given the urgency of the actions. That said, my team worked closely with Carlo's team as findings were coming in so that issues could be resolved. As well, Carlo's team used these findings as well as other work they were doing to strengthen processes to help avoid these issues moving forward.

Carlo's team has prepared a management action plan (attached) to address issues raised in this report which will provide clarity on what is being done to address these findings. He has also provided an overall contracting document that was developed by OCFO and which provides a more comprehensive story on COVID contracting.

My team is also now working on a phase two of this project, to look at procurement files post-April.

Please let me know if you have any questions about this work and whether this responds as needed to your request.

Thanks!
Shelley

From: Stewart, Iain (PHAC/ASPC) <iain.stewart@canada.ca>
Sent: 2020-10-12 6:26 PM
To: Borys, Shelley (PHAC/ASPC) <shelley.borys@canada.ca>
Subject: Re: COVID procurements

How are we progressing with thinking through the way to come at the below?

Iain

Sent from my BlackBerry 10 smartphone on the Bell network.

From: Stewart, Iain (PHAC/ASPC)
Sent: Saturday, October 3, 2020 3:37 PM
To: Borys, Shelley (PHAC/ASPC)
Subject: Re: COVID procurements

Merci

Sent from my BlackBerry 10 smartphone on the Bell network.

From: Borys, Shelley (PHAC/ASPC)
Sent: Saturday, October 3, 2020 3:35 PM
To: Stewart, Iain (PHAC/ASPC)
Cc: Beresford-Green, Debbie (HC/SC); Beaudoin, Carlo (PHAC/ASPC); Rendall, Jennifer (PHAC/ASPC)
Subject: Re: COVID procurements

We'll work with Carlo's team to get something for you swiftly.
Shelley

Sent from my iPhone

On Oct 3, 2020, at 3:30 PM, Stewart, Iain (PHAC/ASPC) <iain.stewart@canada.ca> wrote:

Excellent

Yes I am looking to see the approved approvals process mapped out and then sample evidence for select files that the processes were followed

If there is no clear process and / or files are not following it, I would like a management letter relatively quickly so that we can correct

Iain

Sent from my BlackBerry 10 smartphone on the Bell network.

From: Borys, Shelley (PHAC/ASPC)
Sent: Saturday, October 3, 2020 3:24 PM
To: Stewart, Iain (PHAC/ASPC)
Cc: Beresford-Green, Debbie (HC/SC); Rendall, Jennifer (PHAC/ASPC); Elmslie, Kim (PHAC/ASPC); Beaudoin, Carlo (PHAC/ASPC); Linkletter, Peter (PHAC/ASPC); Beaudoin, Carlo (PHAC/ASPC)
Subject: Re: COVID procurements

Hi Iain,

Sorry for the slow response - am just back from a long hike in Gatineau Park. Another glorious day out there!

Indeed, OAE is often involved in this sort of work, particularly these days. (and thank you Peter for your kind words re the work we did for the Opioids Reapinse team.)

We have been doing some work already to review contracts, but probably not at the level you are thinking. We've been reviewing contracts from the perspective of ensuring all our documentation is in order, right approvals, numbers match, etc. We've completed the work for the first couple months of the engagement and are now back in on a second batch. Happy to tell you more about this work. I can assure you that any issues we found have been addressed and Carlo's team has also done work to strengthen processes.

I'm cc'ing Carlo on my response as he is the PHAC lead on procurement.

Shelley

Sent from my iPhone

On Oct 3, 2020, at 10:00 AM, Stewart, Iain (PHAC/ASPC) <iain.stewart@canada.ca> wrote:

Debbie and Shelley

At my last job sometimes we would borrow brain power from A and E to help us with a certain kind of analytical work.

Do we ever do that here?

What I am thinking I would like from Debbie is a note on our mandate and so appropriate range of procurements, our internal procurement authorities delegation, and the analytical and approval processes that we have been following when asking PSPC to undertake procurements on our behalf of

- vaccines
- therapeutics
- PPE
- testing?

After Debbie's team sets out the authorities and the process, we could have Shelley's team do a light touch review of a sample of different sorts of transactions and to make sure those steps and processes have been followed and ensure that the paper is on hand to demonstrate.

This is not an audit and my hope is we can do this relatively lightly in order to have assurance as a management team that we have a clear authorities, a clear process, and then also that we have assurance on quality control that we have been doing things this way.

If we surface issues the idea would be that as a management team we then can address to tidy up or correct any issues.

Does this make sense in the PHAC context?

Iain

Sent from my BlackBerry 10 smartphone on the Bell network