

PPADB CIRCULAR NO.6 of 2018

(Made in terms of Sections 28 of the PPAD Act)

Ref: PPADB/1/1/1 I (34) Exch

27th July 2018

The Permanent Secretary to the President
All Permanent Secretaries
The Director, Public Service Management
The Commander, Botswana Defence Force
The Commissioner, Botswana Police Service
The Commissioner, Botswana Prisons Service
Attorney General
Auditor General
The Registrar of the High Court
The President, Industrial Court
The Director General, Directorate on Intelligence and Security
The Director General, National Strategy Office
The Director General, Directorate on Corruption and Economic Crime
The Ombudsman
Clerk of the National Assembly
The Secretary, Independent Electoral Commission
All District Commissioners
All Chairperson, Ministerial Tender Committees
All Chairpersons, District Administration Tender Committee
All Chief Executive Officers, Parastatals

Dear Sir / Madam

**RE: INTRODUCTION OF THE CODE OF ETHICS IN PUBLIC
PROCUREMENT AND ASSET DISPOSAL FOR PROCUREMENT
PRACTITIONERS**

Kindly refer to the subject at caption.

1. The Public Procurement and Asset Disposal Board (PPADB) is mandated to ensure an efficient, transparent and accountable public procurement and asset disposal

system, to achieve the country's socio-economic objectives through public procurement, while delivering value for money for Government.

2. Sections 26 and 27 of the PPAD Act mandate the Board to ensure that all Procuring and Disposing Entities (PEs and DEs), in making their decisions take into account the principles of public procurement and comply fully with the mandatory provisions of the Act. On the other hand Section 28 of the Act enjoins and mandates PPADB to advise procuring and disposing entities on all aspects of the procurement and disposal management particularly on the application of the provisions of the Act.
3. In line with the above, the Board, in collaboration with the World Bank, developed a Code of Ethics in Public Procurement and Asset Disposal as anticipated and required by among others, Section 90 (Code of Ethics) of the PPAD Act which obliges procurement practitioners to sign a code of ethical behaviour and a declaration of business interest form.
4. The objectives of the Code of Ethics are to uphold individual and institutional integrity and promote a professional and ethical culture in public procurement and asset disposal; and to support the attainment of public procurement and asset disposal objectives.
5. The Code of Ethics encourages and promotes the safeguarding of all public procurement principles by public procurement practitioners as espoused in the PPAD Act. Further, to enhance understanding, the Code of Ethics is accompanied by a supplementary Detailed Guidance, which explains how to implement each canon in the Code and provides illustrative examples.
6. All procurement practitioners are required to sign the Code of Ethics whether they are involved wholly or partially, in any phase of the procurement or disposal process including but not limited to procurement planning, market research, technical, project management, financial, legal, economics, logistics e.t.c. Compliance with the code is mandatory for all entrusted with public procurement and asset disposal.
7. In order to uphold individual and institutional integrity and promote a professional and ethical culture in public procurement and asset disposal, Accounting Officers are kindly requested to disseminate this information widely and to jealously guard against possible incidents of non-adherence to the Code by all procurement practitioners within their Ministries and Departments.

8. Infringement of the Code of Ethics by public procurement practitioners should be reported promptly to Accounting officers who should liaise with the Board in determining appropriate measures to be taken against offending officers in line with the relevant provisions of the Public Service Act, PPAD Act and the Corruption and Economic Act as may be appropriate.
9. The Code of Conduct is for immediate implementation. Please contact PPADB for any clarification regarding the code and its guide.
10. The Board is grateful for the support accorded to it by all procurement practitioners and Accounting Officers in driving the public procurement and asset disposal in Botswana.

Yours faithfully,



B. P. John
Executive Chairperson