

**2000-643 Regional Audit of Construction and A&ES Contracting - Western Region
ACTION PLAN**

RECOMMENDATION	ACTION PLAN	IMPLEMENTATION TIMETABLE
<p><i>1. The ADM/SOSB ensure that Western Region's operating instruction 3.11 is revised, and in addressing regional characteristics, ensure delegated authorities are respected. Such procedures should be preferably developed in consultation with other regions and SOSB.</i></p>	<p>Risk Management and Quality Assurance Directorate will work with Real Property Contracting Directorate (RPCD) and Western Region to develop, by November 12, 2001, a revised Draft Operating Instruction 3.11 for the Western Region that answers the concerns expressed in the Audit Report.</p>	<p>This draft will be discussed at the next QA Managers meeting scheduled for November 13/14, 2001.</p> <p>The Operating Instruction 3.11 will be finalized and issued by Western Region within 30 days following that discussion.</p>
<p><i>4. The ADM SOSB ensure Western Region's administration and monitoring of change orders is strengthened through up-front identification of PAAA change orders, use of detailed and complete PAAA risk analyses, and maintenance of change order logs for each contract.</i></p>	<p>a) The Review of Regional Procurement Operating Instructions project will be discussed at the QA Managers meeting scheduled for November 13/14, 2001 with the view of determining 1. how much work the review process will entail for each region and 2. to what extent existing regional operating instructions cover the same subjects from region to region.</p> <p>b) By the end of December 2001. Regions will develop more specific actions plans, with target completion dates for each proposed activity, to ensure that their operating instructions, if any, address the concerns raised in the Audit Report.</p>	<p>November 13/14, 2001</p> <p>December 2001</p>