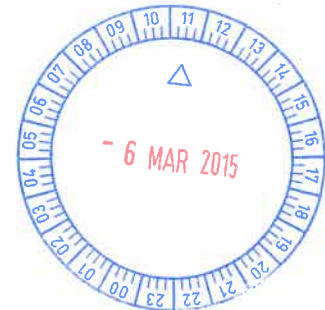


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03 03 15



Amanda Roberts  
Department of Health & Human Services  
1/99 Bathurst St  
Hobart 7000.

Dear Amanda,

Further to my submissions dated the 23<sup>rd</sup>, 27<sup>th</sup> January and telephone conversation on the 2<sup>nd</sup> March I would suggest a way forward that may assist with achieving a better outcome within the Tasmanian Health environment.

- 1.0 Determine where the business unit sits today in relation to benchmarked Worlds best Practice (WBP) that has a commercial error factor of less than 3%. I would do this for you at no charge other than any out of pocket expenses such as travelling. This would entail sitting with a work role desk in the stores receiving and accounts payable area for approx half a day (total) obtaining predetermined data.
- 2.0 From the data obtained above one can then suggest a path to take with view of achieving the desired outcome. Within the suggested path, the following documented policy/procedures would need to be reviewed to ensure they do reflect today's world in relation to WPB on line in real time work practice.
  - The expenditure process from initiating a requirement to final payment & filing for stock, non stock and capital.
  - Inventory including material classifications with "M" class.
  - Redundant stock/materials.
  - Removal of goods from site.
  - Site conditions.
  - General Conditions of Contract.

RECEIVED  
5/3/15  
How

Tender/Contract documentation and method.  
Documentation of a Scope of Work.  
Partnership agreements.  
Reports issued/received essential and non essential.  
Net Working Capital and budget control.  
Business unit work role structure.

There are other issues that fall under the above headings.

Yours truly

A handwritten signature in black ink, appearing to read 'Ian Peck', with a large, sweeping horizontal stroke underneath the name.

Ian Peck