

Contract Notification

CN No.	2018-13	Date:	2 May 2018
To:	Chief Executive Officer or equivalent		
Purpose:	For information		
Scope:	All VET Funding Contracts		
Subject:	Skills First Program – Audit and Review Strategy		

For all Training Provider staff

Purpose

- This Contract Notification is to advise training providers of the Department's publication of the *Skills First Program Audit and Review Strategy* (the Strategy). The Strategy supersedes the *Victorian Training Guarantee Contract Compliance Audit Strategy* (published September 2013).

Background

- Through the *Skills First* program, the Victorian Government is committed to providing high quality training that aligns with industry/community demands and workforce needs. *Skills First* continues to set a high benchmark for training quality. The Department has developed the Strategy to clearly reflect the Department's approach to assuring funding and quality under the VET Funding Contracts.

Main Points

- The Strategy provides updated information about the Department's approach to conducting audits and reviews, and provides guidance to training providers regarding what to expect at an audit or review, how best to prepare, and possible outcomes. It now reflects the introduction of new forms of review (Eg. Quality Review).
- A hard copy of the Strategy will be distributed via post to all training providers with a 2018-19 VET Funding Contract.
- An electronic copy is also available via the Documents section of SVTS and the Department's [website](#).

Critical Dates

- Effective Immediately.

Greg Norton

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