

COMPLIANCE IS AN INDIVIDUAL & COLLECTIVE RESPONSIBILITY

Who does What in the Compliance Program at Western Sydney University



Heads the strategy of compliance at the University-level & oversees the framework



Typically Department-heads, Unit-heads & Deputy Deans who are accountable for particular operations/activities in the University



Typically University management with specialist/operational knowledge of particular operations/activities in their area



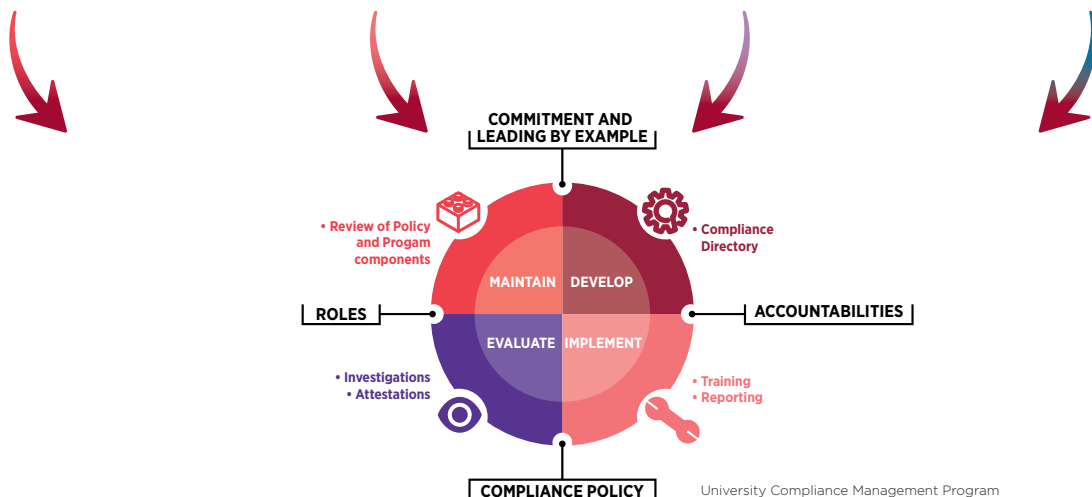
All University employees including FT, PT, casuals & contractors but excluding entity staff

- Monitors, configures & publishes the Directory
- Advises on & monitors some mandatory training for all staff
- Reports on the Program, training & breaches to internal/external offices
- Facilitates investigations of actual/potential breaches & attestations with Contacts & Representatives
- Reviews Compliance Policy & Program, and consults on other policies/processes

- Assigned Directory laws as it relates to their accountabilities
- Ensures all training in their area is completed & relevant training pertaining to their accountable operations is rolled out
- Ensures all actual/potential breaches of & in their area are promptly investigated
- Confirms the compliance attestations of their Compliance Contact/s
- Ensures relevant policies pertaining to their accountable operations are rolled out & maintained

- Assigned Directory laws as it relates to their knowledge of particular operations
- Monitors & annually reviews the Directory for changes to assigned laws & the key obligations
- Reports all actual/potential breaches of & in their area to the CPU
- Promptly investigates & remediates actual/potential breaches of & in their area
- Attests to compliance of & in their area
- Maintains procedures pertaining to their operational area

- Aware of, complies with & regularly consults the Directory
- Undertakes all mandatory & relevant training on time
- Reports all actual/potential breaches of which they are aware to an area's Compliance Contact
- Promptly remediates any actual/potential breaches as it relates to them
- Confirms their compliance to assist their area's Compliance Contact's attestation
- Adheres to University policies & procedures



COMPLIANCE SHOULD NOT CHANGE YOUR JOB. IT IS EMBEDDED IN YOUR EVERYDAY POSITION.

The Compliance Program simply provides a formal, transparent & uniform framework to better assure of operational compliance across the University.