# Process Flowchart for VET Third Party Approval

As part of the **Business Case**, provide recommendation that includes **business opportunities**, **public benefits** and **associated risks** for the project

→ Business Case and Costing tool is completed by **VU Poly Manager and/or Director**

→ In consultation with **VU Legal**, the **VU Poly Manager and/or Director** to conduct a Due Diligence Check

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Reasons for non-approval is document and provided to the **VU Poly Manager and/or Director**

←No— Is the **Business Case** approved by the SLT? ← **Business Case** and **Due Dilligence evidence** is assessed by The **Senior Leadership Team (SLT)**

Yes ↓

Matrix of **Responsibilities** is drafted ← A Memorandum of **Understanding (MOU)** and **Agreement** are drafted

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**VU Poly Manager** to finalise costing/pricing for the project → The **MOU, Agreement** and **Matrix of Responsibilties** are finalised in consultation with **VU Legal** and **Q&C Delegate** → The Finalised **MOU, Agreement** and **Matrix of Responsibilties** is provided to the **VP** for endorsement

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Written notification is made to the relevant **Regulatory Body (e.g. ASQA, DET)**