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| **Subject:** **Procurement Guidance Note (PGN) 03/18 – Human Rights in Public Procurement** | **Circular Reference**: HSC(F) 03-2019DoH Reference: HE1/19/17127Date of Issue: 21 January 2019  |
| **For Action by**:The Chief Executive of HSC bodies and NIFRS**For Information to:**The Finance Directors of each HSC body and NIFRS and to Heads of Estates**Summary of Contents**:PGN 03-18 describes the legal obligations placed on a Contracting Authority and to consider human rights when conducting a procurement process.**Enquiries**:Any enquiries about the contents of this Circular should be addressed to:Pat McCarneyProcurement PolicyDOHRoom D3Castle BuildingsStormontBELFASTBT4 3SQTel: 028 9076 5625pat.mccarney@health-ni.gov.uk  | Related documents:Superseded Documents:**Expiry Date:**Status of Contents:Action**Implementation:**Immediate  |

**Procurement Guidance Note (PGN) 03/18 – Human Rights in Public Procurement**

**Introduction**

I wish to draw your attention to the Procurement Board’s endorsement of the above PGN, which was published on 19 December 2018 and can be accessed at the following link:

<https://www.finance-ni.gov.uk/publications/pgn-0318-human-rights-public-procurement>

The PGN describes the legal obligations placed on a Contracting Authority and Contractors to consider human rights when conducting a procurement process. It also provides information on how to identify potential risks to human rights in contracts and how to incorporate human rights considerations into contract documentation to mitigate against them. A section has been highlighted within the PGN (Para 3.4) identifying the areas that must be complied with.

**Requirements**

This PGN has been endorsed by the Procurement Board and consequently DoH and all its Arm’s Length Bodies are required to comply with this guidance.

**Enquiries**

If there are any enquiries please contact me on landline (028) 9076 5625 (network 89625) or by e-mail pat.mccarney@health-ni.gov.uk

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