

Appendix C – Cafcass Framework Agreement

Financial Memorandum

The NDPB, though not required to comply with Governmental policies and guidelines to the same extent as the MoJ itself, is strongly encouraged to regard such policies and guidelines as best practice, and endeavour to observe them where possible.

In addition, the MoJ requires the NDPB to observe and comply with its own policies, where relevant to the NDPB and its activities, in particular in the following areas:

Finance Policy

Please see the material available on the MoJ intranet under finance (<http://intranet.justice.gsi.gov.uk/guidance-support/finance/>), especially – The [chart of accounts](#), the [Financial Controls & Restrictions](#) the [Process Library](#) and the [Finance management guide](#).

HR

Please see the material available on the MoJ intranet under HR (<http://intranet.justice.gsi.gov.uk/guidance-support/my-services/>), especially – [Pay](#), [Recruitment](#) and [Conduct and Behaviour](#).

Procurement

Please see the material available on the MoJ intranet under Procurement (<http://intranet.justice.gsi.gov.uk/guidance-support/procurement/index.htm>), especially – [How to obtain goods and services](#) and the [Procurement guide](#).

Risk Management

Please see the material available on the MoJ intranet under risk (<http://intranet.justice.gsi.gov.uk/guidance-support/risk-management/>), especially the [Risk handbook](#) and the [risk reporting structure](#).

Should access to the MoJ intranet be an issue for the [NDPB], the finance governance team would be happy to forward electronic copies of any document required. Please email MoJFinanceQueries@justice.gsi.gov.uk