

# Terms of Reference – IRAP Audit

## About Australian Aid and DT Global

Australia's development program invests in an open, prosperous, and resilient Indo-Pacific. Australia's efforts contribute to stability, restarting economies post-pandemic, and managing the effects of resurgent poverty and inequality.

At DT Global Asia Pacific, we aim to positively impact people's lives through delivery excellence. As a leading implementing partner across Asia and the Pacific, we co-create locally led solutions in partnership with governments, communities, and stakeholders. We bring together talented teams and deep regional expertise to deliver initiatives that promote inclusive economic growth, essential services, and resilient, secure communities. With over 1,500 staff, experts in 22+ countries and more than 60 years of development experience, we tackle complex community, national and transnational challenges — from governance and justice systems to climate resilience, infrastructure and social equity — with innovative thinking and a commitment to long-term impact.

**For more information, please see [www.dt-global.com](http://www.dt-global.com)**

## About the Australia-Pacific Partnerships Platform

The Australia-Pacific Partnerships Platform (Partnerships Platform) is an Australian Government initiative funded by the Department of Foreign Affairs and Trade (DFAT) and managed by DT Global. It provides Pacific Countries with a suite of flexible, fit-for-purpose options that support broad governance and stability development outcomes.

## Scope of Services

The Partnerships Platform requires an independent InfoSec Registered Assessor Program (IRAP) assessment of our ICT systems.

The Scope of Work will include but is not limited to:

1. Reviewing the platforms existing ICT policies, procedures, and security controls.
2. Assessing the security of remote work devices and networks, and communication channels.
3. Evaluating access controls, data protection measure, and incident response procedures for ICT systems including the MIS.
4. Reviewing relevant documentation and evidence related to information security in the remote work environment.
5. Identify potential vulnerabilities and threats specific to the remote work setup.

The assessment should outline MIS documentation required to be developed in order to fulfil functional requirements and addressing ICT security requirements as per the Information Security Manual (ISM) to DFAT and the Australian Government Protective Security Policy Framework (PSPF).

Additionally, the assessment should outline services to be provided in order to obtain and maintain a system accreditation for DT Global, by carrying out an IRAP assessment of DT Global / AusP3 Program ICT systems. Include instructions on pathways for DT Global to gain ongoing system accreditation (every 2 years).

The review will focus on currently used MIS systems as listed below:

- Power BI – Database Management
- Taleo – Recruitment

- Nitro – Invoicing
- SharePoint – Program File Management
- Mitra

## Deliverables

1. Provide an IRAP certification report, validating the effectiveness of the program's ICT security controls.
2. Detail Assessment Report highlighting findings, vulnerabilities and risks associated with the remote office working environment and MIS system. Report to also contain recommendation for risk mitigation and improvement measures, including best practices for remote work security.
3. Additionally, the 2023 IRAP Report may be used a reference for the 2025 IRAP assessment, particularly in identifying areas where previous recommendations have been implemented or require updating.

## Confidentiality & Data Handling

The assessor must ensure that all information, documentation, and data accessed during the IRAP assessment are treated as strictly confidential. This includes, but is not limited to:

- ICT system configurations, user data, and internal policies.
- Any findings, vulnerabilities, or recommendations resulting from the assessment.

## Selection Criteria

- Proven experience as an IRAP assessor;
- Certified CISSP, CISM, CRISC or CISA; and
- Preference for a ACSC certified IRAP assessor.

## Submission Requirements

Interested tenderers should submit -

1. A short response to the selection criteria noted above.
2. A detailed budget outlining all costs associated with carrying out the assessment as outlined in the Scope of Services and Deliverables above.
3. Certifications as per the criteria.
4. Please note: The successful tender will be considered the preferred candidate for all future IRAP assessments (audits) under the Partnerships Platform, provided their future quotes are within a reasonable CPI-adjusted range.
5. DT Global requests that responses to this Request for proposal be submitted by **15 September 2025, at 5.00pm AEST**, to: [operations@auspacpartnerships.com.au](mailto:operations@auspacpartnerships.com.au)
6. Any enquiries or questions relating to the Request for Proposal process should be sent to [operations@auspacpartnerships.com.au](mailto:operations@auspacpartnerships.com.au)