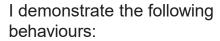
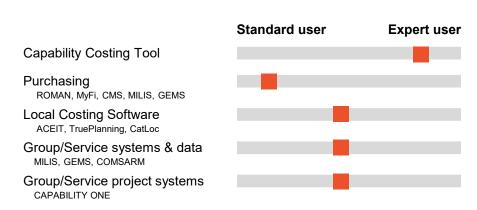
Cost Assurer

"As a Cost Assurer, I review cost estimates and supporting evidence to provide decision makers with an independent assessment of technical cost factors.



- collaborating in partnership across the Defence costing community to standardise and deliver better practice cost assurance;
- working together with assurance partners to provide consistent, reliable and trusted technical advice and support;
- engaging early with project teams and cost professionals with a focus on opportunities to develop the most robust and defensible cost estimates; and
- networking and building connections across the Defence capability community and Central Agencies to champion Defence cost estimation standards."

System usage



My responsibilities

Cost assurance may be my primary role, or a role performed in conjunction with other responsibilities. In my day-to-day activities I may:

- 1. Provide iterative support and assurance for cost professionals and project teams across the One Defence Capability System (ODCS) phases.
- 2. Understand and/or undertake the Technical Cost Assurance Reviews (TCAR) to support Defence Capability decision makers and government.
- 3. Provide support to cost professionals to identify and address issues prior to committee submission.
- 4. Upon submission to committees, assure cost estimates in accordance with the Defence cost estimation standards.
- 5. Engage with project teams to support them to address any cost-related outcome following Gate Review for government approval.
- 6. Work in partnership with Groups, Services and Central Agencies to streamline and deliver cost assurance practices.
- 7. Attend Centrals pre-briefing for Investment Committee (IC) to provide clarity when requested by the project teams and/or assurance partners.
- 8. Upon receipt of Government approval, confirm the transfer minute and journal to reflect the approval cost estimates.
- 9. Contribute to the design of the TCAR database to improve insights and support decision making.

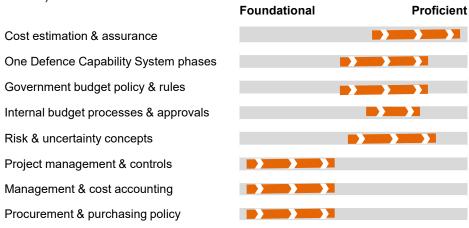
My skills

The skills I need include:

- **1. Communication** and interpersonal relationship skills to engage and build trust with multiple stakeholders.
- Cost estimation to assure cost estimates in line with Defence cost estimation standards across the One Defence Capability System (ODCS) phases.
- **3. Defence knowledge and networking** to understand the needs, processes, business and priorities of my stakeholders to guide the development of cost estimates.
- **4. Analysis and report writing** skills to evaluate and provide an overall assessment of cost estimates.
- **5. Critical thinking** to describe themes and frame approaches that are tailored to the audience based on complexity and risks.
- 6. Resilience, initiative and drive in challenging situations.
- **7.** Coordination and facilitation skills to influence and meet the requirements of multiple clients.

What I need to know

Depending on my role and level, I generally need to develop proficiency in Government and Defence frameworks (some frameworks more than others):



In addition, I need to understand my stakeholder's:

- Product Delivery Schedules;
- · Contracts, cost drivers and cost indices;
- · Financial performance, forecasts and pressures; and
- Industry engagement and contractor arrangements.

Succeeding in my role

I find most value and success in my role where I am:

- 1. **Trusted** by project teams and cost professionals and engaged early to contribute to the development of reliable and robust cost estimates.
- 2. **Well versed** in the tools, frameworks, policies and processes to ensure Defence cost estimation standards are upheld.
- **3. Developing and maintaining** professional relationships with my stakeholders and assurance colleagues.
- **4. Responsive** in providing timely, holistic and cohesive advice tailored to the differing needs of my stakeholders.
- **5. Interpreting, challenging and explaining** the data I receive before I pass it on to my stakeholders.
- **6.** Across upcoming demands and taskings so that I can manage priorities and competing demands.
- **7. Kept informed** with strategy and change in cost assurance and the broader Defence Enterprise.
- **8. Continuing to learn** through ongoing professional development and networking opportunities to build a connected cost community.

