**A Checklist for the Contract Requirements in the**

**PREA Audit Assignment System**

**Who:**

The Audit Assignment System’s requirements for audit contracts affect all DOJ-certified PREA auditors, confinement facilities/agencies with obligations under the National PREA Standards, third-party auditing organizations, auditing consortia, and procurement agencies.

**What**:

As part of the Audit Assignment System [See 34 U.S.C. § 30307(e)(8)(C).], PREA auditors will be required to submit a complete copy of the audit contract or other, similar agreement with the audited agency, and confirm that they are party to the contract or agreement.

**When**:

All audits initiated on or after June 30, 2022, will require a submitted contract.

**How**:

Lead PREA auditors will be required to affirm that they are a party to the contract that underlies each audit, and to attach the entire contract to the [Audit Initiation Form](https://www.prearesourcecenter.org/audit-initiation) (or the audit confirmation link for audits initiated by the agency/facility), which must include the following elements:

[ ]  **Signatures of all parties**, including the audited agency, the lead auditor, and any third party entity that is involved;

[ ]  The **lead auditor’s full name**;

[ ]  The **name of the audited facility**;

[ ]  The **anticipated dates for the onsite portion** of the audit;

[ ]  **All fees, expenses, and other forms of compensation paid to the auditor for completing the agreed upon audit** (except for audits conducted as part of a circular auditing arrangement, i.e., audit consortium).

**Why:**

These contract requirements aid the Audit Assignment System in serving the core goals of:

* Training and certifying highly qualified candidates to become DOJ-certified PREA auditors;
* Evaluating the work of auditors and holding them accountable for meeting high standards of audit quality and integrity;
* Increasing auditors’ awareness of, and adherence to, DOJ certification requirements, including the PREA Auditor Code of Conduct;
* Improving transparency by providing corrections practitioners, advocates, families of incarcerated individuals, and other members of the public with real-time, actionable information about audits.