

Scam - Fraudulent Purchase Orders

This message is for the attention of existing and potential suppliers to the University of Canterbury. We want to alert you to a fraud scam that is targeting existing and potential suppliers of goods to the University of Canterbury, as well as other Universities and businesses in New Zealand. Please take the necessary precautions so that you are not a victim of this scam.

While the University of Canterbury cannot prevent this fraudulent activity, we are supplying the Police with details to investigate the matter as we become aware of specific instances. The fraud scam involves purchase orders and requests for product quotations that purport to originate from the University but are in fact fraudulent.

The scam operates in the following way: the supplier will receive an email requesting a quotation for goods. The email being used for this is a variant of procurements@canterburys-ac-nz.com. The email will use the name of a member of the University Procurement Team, as these names are in the public domain. Once the quotation has been provided, a purchase order is emailed to the supplier that bears little resemblance to an authentic University purchase order. The purchase order typically instructs delivery to an address not affiliated with the University. After shipping the item/s, the supplier never receives payment and is unable to retrieve the shipped products.

Indicators of fraud:

- Incorrect domain name used to send emails and purchase orders. A valid University email address will always end in @canterbury.ac.nz.
- The delivery address is not a University address.
- Phone numbers not associated with the University.
- Unusually large quantities are requested.
- Rush to ship priority/overnight.

What to do if you suspect fraudulent activity:

- If requests for quotations or purchase orders are received that raises your suspicion, then please email procurement@canterbury.ac.nz to verify the validity of the request.
- Please ensure you include any emails and documents you have received that relate to the enquiry.
- Please do not attempt to call any phone numbers contained within the fraudulent emails that purport to be University numbers.