

ASEANSAI TRAINING COMMITTEE

Draft Terms of Reference and Work Plan

Chaired by SAI Philippines

Members:

SAI Brunei

SAI Indonesia

SAI Malaysia

SAI Thailand

Mandate

Plan, deliver, evaluate and report training programmes and activities as a form of capacity building to its members through the ASEANSAI.

Work Plan

Target Completion

***Needs assessment
survey***

Apr 2012

***Proposed training
plan & budget***

May 2012

Semi-annual Report

Jun 2012 | 2013

***Training program
design***

Aug 2012 | 2013

Work Plan

Target Completion

***Conduct of training
program***

Sep 2012 | 2013

***Post-training
monitoring***

Nov 2012 | 2013

Annual Report

Dec 2012 | 2013

Funding

Training activities to be jointly funded by the ASEANSAL, donor organization and respective SAI member countries

- ***If training will be conducted in the ASEANSAL training center:***

- 1. Cost of training materials, meals, and accommodation to be borne by host SAI;***

- 2. Airfare and other related transportation expenses to be borne by each participating SAI.***

Funding

- ***If training will be conducted in a hotel:***
 - 1. Cost of training materials, meals, venue and other training expenses to be borne by host SAI;***
 - 2. Airfare, accommodation and other related expenses to be borne by each participating SAI.***

Training Committee Meetings

- ***At least once a year to be hosted by members on rotation basis***
- ***Cost of venue and meals by the host SAI***
- ***Cost of travel, accommodation and other expenses by each attendee***
- ***Agreements to be based on consensus voting or the rule of the majority of the attendees***

Other Responsibilities of the Training Committee

- ***Establish and maintain linkages with ASEANSAI Knowledge Sharing Committee, ASOSAI, INTOSAI Development Initiative, other SAIs and other training providers/institutions for technical support in the design and delivery of the training programs.***
- ***Explore various funding sources for ASEANSAI training programs/activities.***

Thank you!