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**Minutes of ASEANSAI Strategic Planning Committee Meeting**

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The ASEANSAI Strategic Planning Committee meeting was held at Grand Plaza Hotel, Hanoi, Vietnam from 14th to 17th May, 2012.

1. **Delegates**

Participants from three SAI members of the Committee: SAI Indonesia, SAI Malaysia and SAI Vietnam attended the Meeting. Their name and position title is listed below:

● SAI Vietnam – Chairman of the ASEANSAI Strategic Planning Committee:

               - Mr. Nguyen Van Quoc – Deputy Director of International Relations Department
               - Mr. Nguyen Minh Giang – Deputy Director of General Affairs Department
               - Ms. Dao Thi Thu Vinh – Deputy Director of Audit Policy and Quality Control Department
               - Ms. Dang Thi Hoang Lien – Deputy Head of State budget Division, Audit Policy and Quality Control Department
               - Mr. Dam Trung Hieu – Official of International Relations Department

● SAI Indonesia – Member of ASEANSAI Strategic Planning Committee:

             - Ms. Felicia Yudhaningtyas – Head of Strategic Planning Sub Directorate

 - Mr. Yudi Ramdan - Head of International Cooperation Division
             - Mr. Antonius Tri Adi Rektanto, Strategic Planning Directorate

● SAI Malaysia – Member of ASEANSAI Strategic Planning Committee:

              - Dr. Masiah Ahmad – Deputy Director Special Audit and Research Division

1. **Welcome meeting hosted by Dr. Doan Xuan Tien**

14th May, 2012, at the office of the State Audit office of Vietnam (SAV), Deputy Auditor General of the SAV – Dr. Doan Xuan Tien hosted a welcoming meeting which was attended by participants from SAI Indonesia and SAI Malaysia as well as SAI Vietnam who joined the ASEANSAI Strategic Planning Committee meeting from 14th to 17th May, 2012 in Hanoi.

At the meeting, Dr. Doan Xuan Tien emphasized that this event is a very important step in developing strategic plan for ASEANSAI. He mentioned:

“ASEANSAI is a very young organization, therefore, developing a clear and effective strategic plan for future activities is very essential to ensure the success of the organization. The task of developing ASEANSAI strategic plan to meet the requirement and mandate of ASEAN regions as well as at the appropriate level compared with ASOSAI and INTOSAI is a heavy task but also an honour to every participants that contribute their effort into this”.

Dr. Doan Xuan Tien continued by highly- valued 03 other members of the Committee: SAI Indonesia as the Chairman of ASEANSAI period 2011 – 2013; SAI Malaysia and SAI Philippines with a lot of experience in strategic planning; those members will make a lot of contributions to this Meeting as well as for the strategic planning in general.

On behalf of the international participants, Ms. Felicia Yudhaningtyas send a warmest greetings from Chairman of SAI Indonesia to all the top management of SAV. She continued by mentioning her awareness about the difficulties in the development of the ASEANSAI Strategic Plan period 2014 – 2017, however she believed in the success of the Committee due to the strong corporation and support from the Committee members.

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1. **Meeting progress**

1.Before the Meeting event, SAI Vietnam – Chairman of the Committee has sent the survey on needs assessment to all ASEANSAI’ members. The survey is based on the IDI’s guidelines on needs assessment which accesses the SAI’s needs on 7 Domains within an organization, those 7 Domains are:

* Independence and Legal framework
* Human resource
* Audit methodology and standards
* Leadership and Internal Governance
* Administrative support
* External stakeholder relations
* Results

The survey enables the institutional, organizational systems and professional staff capacity building needs in every SAI within ASEANSAI are ascertained. Ascertaining these needs will enable the SAI management to determine appropriate strategies and to deliver focused interventions to meet identified needs and build capacity. From this, the Committee to take one further step to identify needs and build capacity at regional level for ASEANSAI.

2. At the meeting, SAI Vietnam reported the received survey from ASEANSAI members, furthermore, Secretariat of the meeting put all those surveys into one single document. From this, all the participants participated into the discussion to identify the potential strategic issues (Annex 1)

3. All participants continued to lead the discussion to address Strategic Goals, Strategic Objectives and Key Performance Indicators (Annex 2)

4. All participants proposed Vision, Mission and Values for ASEANSAI. Ms. Felicia said that there are 2 types of Vision, Mission and Values for every organization: inward and outward styles. The Committee decided to chose inward style which is to answer the question: “What does ASEANSAI look like?”. Afterwards, each participant gave opinion and pointed out key words from the proposed Vision, Mission and Values. And from this, the Committee identified the final Vision, Mission and Values (Annex 3).

5. Lastly, the Committee discussed the future plan. Role and responsibility of each Committee member is pointed out clearly. Also, the next meeting is planned to be held in October (Annex 4).