SUMMARY OF DISCUSSION

TRAINING COMMITTEE MEETING OF ASEANSAI

February 9, 2012, Kinabalu, Malaysia

# TIME AND VENUE OF THE TRAINING COMMITTEE MEETING

1. The Training Committee Meeting of the ASEANSAI was held from February 9 – 10, 2012.
2. The meeting took place in Function Room 7, The Pacific Sutera, Sutera Harbour, Kota Kinabalu, Sabah, Malaysia.

# PARTICIPANTS

1. This meeting was attended by 10 delegates from 5 Supreme Audit Institutions of ASEANSAI Member. They were:

Chairperson:

- Ms. Leila S. Paras from The Commission on Audit of the Republic of Philippines;

Members:

* 1. Ms. DK Fauziah Pg Hj Muhd. Kifli from Jabatan Audit Brunei Darussalam;
  2. Mr. Cris Kuntadi from The Audit Board of the Republic of Indonesia;
  3. Mr. Hery Wahyu Wibowo from The Audit Board of the Republic of Indonesia;
  4. Dato’ Hj Mustafa Hj Saman from Jabatan Audit Negara Malaysia;
  5. Mr. Abd. Wahab Ahmad from Jabatan Audit Negara Malaysia;
  6. Mr. Roslan Abu Bakar from Jabatan Audit Negara Malaysia;
  7. Ms. Jaruwan Ruangswadipong from Office of the Auditor General of Thailand; and
  8. Ms. Uma Poositaporn from Office of the Auditor General of Thailand.

Rapporteurs:

1. Mr. Edi Kurniawan from The Audit Board of the Republic of Indonesia; and
2. Ms. Jacinta Wong Ngouk Hua from Jabatan Audit Negara Malaysia.

**DISCUSSION**

**TERM OF REFERENCE (TOR)**

**Background**

1. In the first issue concerning “Background”, the committee agreed on the following matters:

* The committee agreed with the first paragraph “The ASEAN Supreme Audit Institutions (ASEANSAI) was established on November 16, 2011 in Bali, Indonesia as a professional organization which is autonomous, independent and non-political. Among its objectives are to build capacity among the members in the field of public sector auditing and to promote research, training and continuous education along the same area through sharing of experiences and lessons learned.”
* The second paragraph would be changed to:

“In reference to Article 10 on “The Committees” of the ASEANSAI Agreement, the Training Committee was formed and comprised of SAI of the Philippines as the Chair and the SAIs of Brunei, Indonesia, Malaysia and Thailand as the members for 2011-2013.”

# Mandate

1. On the second issue concerning “Mandate”, the committee agreed on the following matters:

* The article would be changed to “The Training Committee is given the mandate to plan, deliver, evaluate and report training programmes and activities as a form of capacity building to its members through the ASEANSAI.”

**Functions**

1. The committee agreed to added article “Functions” after article “Mandate” as follow:

* To conduct a needs assessment survey (**Annex A**) among the members to determine their specific areas for capacity building;
* To propose a training plan including proposed budget based on the results of the survey to be submitted to the Executive Committee via the Head of Secretariat for approval;
* To develop the program/training/workshop to address the identified needs;
* To conduct the programs/trainings/workshops based on the approved training plan;
* To monitor the application of learnings from the programs/ trainings/workshops conducted and collect data/information on lessons learned; and
* To render annual report to the ASEANSAI Secretariat on the training activities conducted and evaluated.

The performance of these functions requires constant coordination, exchange of information, and close collaboration with the members of the Training Committee and the Secretariat.

**Objectives and General Work Plan**

1. On the issue concerning “Objectives and General Work Plan”, the committee agreed on the following matters:

* The title of article would be changed from “Objectives and General Work Plan” to “Objectives and Work Plan”
* The Committee agreed with the contents of article “Objectives and Work Plan”.

**Expected Outputs and Outcomes**

1. On the issue concerning “Expected Outputs and Outcomes”, the committee agreed on the following matters:

* Article “Expected Outcomes” would be deleted, the title of article would be changed from “Expected Outputs and Outcomes” to “Expected Outputs”
* Word “budget” would be added to the expected output no.4, thus the paragraph would read “Proposed training plan and budget”

**Meetings**

1. The committee agreed with the purposed article “Meeting”.

**Reporting**

1. On the issue concerning “Reporting”, the committee agreed on the following matters:

* The article would be changed to “The Training Committee shall render an annual report to the ASEANSAI Assembly thru the Executive Committee at least once in two years. An interim report may, however, be submitted if deemed appropriate”.

**Funding**

1. On the issue concerning “Funding”, the committee agreed on the following matters:

* The article would be changed to

“The training activities shall be jointly funded by the ASEANSAI, donor organization and respective SAI member countries. The expenses for the training programme shall be borne as follows:

1. For trainings conducted in the ASEANSAI training centres, the host SAI shall bear the cost of training materials, meals, accommodation and other expenses while the cost of airfare and other related expenses shall be borne by each participating SAI.
2. For trainings conducted in hotels, the host SAI shall bear the cost of training materials, venue, meals and other training expenses while the cost of airfare, accommodation and other related expenses shall be borne by each participating SAI.”

**Roles and Responsibilities of The Committee Chair**

1. On the issue concerning “Roles and Responsibilities of the Committee Chair”, the committee agreed on the following matters:

* Clause no.1 would be changed to “Formulate and implement the Training Committee’s work plan”
* Clause no.5 would be changed to “Submit annual report to the Assembly thru the ASEANSAI Executive Committee on the training activities conducted and evaluated and other required reports”

**Roles and Responsibilities of The Committee Members**

1. On the issue concerning “Roles and Responsibilities of the Committee Members”, the committee agreed on the following matters:

* Word “Members” on title would be deleted, thus the title read “Roles and Responsibilities of the Committee”
* Clause no.1 would be changed to “Perform the Committee’s mandated functions”
* Clause no.3 would be changed to “Establish and maintain linkages with ASOSAI, INTOSAI Development Initiative, other SAIs and other training providers/institutions for technical assistance and support in the design and delivery of the training programs”
* Clause no.4 would be changed to “Submit the training report which is prepared by the host SAI to the Executive Committee via the ASEANSAI Secretariat within 1 month after the conduct of the training”
* Clause no.5 would be moved to be clause no.6.
* Added new clause as no.5 “Assist in preparing annual report to the Assembly thru the Executive Committee on the training activities conducted and evaluated and other required reports”

**ASEANSAI TRAINING NEEDS SURVEY**

1. On the issue concerning “ASEANSAI Training Needs Survey”, the committee agreed on the following matters:

* Added 6 (six) more training topic as follow:
  1. Performance Audit of Foreign-Assisted/Funded Projects;
  2. IT Audit;
  3. Forestry Management Audit;
  4. Water Management Audit;
  5. Management Audit On Government Owned Companies; and
  6. Financial Management Audit.

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