

9.00-10.30	Finalizing and presenting the Semi-Annual Report of TC and KSC
10.30 – 10.45	Coffee Break
10.45-11.00	Understanding the Annual Report Group Work + plenary
11.00-12.30	Practice session: Agree on key messages for the Annual Results Report to the Assembly Plenary
12.30 – 13:30	Lunch
13.30-13.45	Survey on the Satisfaction of SAI
13:45-14.15	Discuss the structure and key messages of the SPC presentation will give to the Assembly on the Monitoring System
14.15 – 15.15	Discuss open question on procedures and responsibility Plenary
15.15-15.30	Coffee Break
15.30-16.30	Discuss open question on procedures and responsibility Plenary
16.30 – 16.50	Delivery of the Participants Evaluation sheet Plenary
16.50 – 17.00	Closing SAI Indonesia + SPC Chair

Preparation of Assembly Meeting

- **Structure** for the Annual Report to the Assembly
- **Proposed Reporting Structure for Discussion**

DRAFT Template

Performance of Work Plans and Budget

Have the activities been implemented according to the Committees' Work Plans?

Has the budget been spend as planned?

Progress towards the Strategic Plan

Strategic Objective 1

To ensure the active role of the ASEANSI in the ASEAN Community

KPI: Number of co-operation areas / activities agreed between ASEANSI and ASEAN

Description of Progress towards the Strategic Goal:

Explanation of next steps towards reaching the Goal:

....Strategic Goal 2, 3 and 4

Preparation of Assembly Meeting

- Structure and contents for the SPC presentation on the Monitoring System to the Assembly
- **Proposed Structure of the Presentation to Assembly for Discussion:**
 - Process to design the planning and monitoring system
 - Structure of Monitoring System (focus on semi-annual and annual report)
 - Responsibilities and procedural clarifications
 - Open questions

Preparation of Assembly Meeting

- **Presentation of Annual Results Report to the Assembly?**
- **Can we insert a slot in the Assembly Agenda?** (Check with Secretariat)
- **Who should present it?**

Open Issues

Discussion of the SPC on the way forward

Integration of the Secretariat in the P & M System

- The Secretariat is responsible for the strategic objectives 1. (role of ASEANSAL in ASEAN), 4.1. (connection with ASOSAI and INTOSAI) and 4.2 (facilitation of donor support)

Although the nature of the work is different, it also needs to develop planning and monitoring systems and tools

Proposal for discussion: Annual work plan format and process and integration of semi-annual reporting format in management of secretariat is required

Finalization of P & M System - Work Plan of SPC

- Clarification of procedural issues with (Procedural & Executive) Committees (as discussed)
 - Who prepares the annual report? (Secretariat or SPC?)
 - Who approves the annual report? (EC or Assembly)
 - Who presents the annual report in the Assembly? (SPC or Secretariat)
 - Do we need the semi-annual report?
- Monitoring Meeting (Committees + Secretariat) to prepare the annual report and revise/prepare the Work Plans
- Work Plan of SPC 2015
 - Finalize the Results Framework (baselines, etc.)
 - Finalize the Survey on SAI Satisfaction
- Ex-Post Evaluation after the event?
- Alarm System?
- Any other issues?