

REPORT

OF THE ASEANSAI ACTIVITIES

2013



ASEANSai SECRETARIAT
THE AUDIT BOARD OF THE REPUBLIC OF INDONESIA
2013

FOREWORD

ASEANSAI was established on 16 November 2011 as the realization of a shared desire among Supreme Audit Institution in the ASEAN region. ASEANSAI is a forum that serves to facilitate to sharing knowledge and experience in the field of public sector audit. ASEANSAI is expected to be able to play an important role in increasing the capacity of audit institutions in the respective states of ASEANSAI.

ASEANSAI has passed more than one year since it was established. Over the years, there have been many activities undertaken by ASEANSAI, from ASEANSAI Executive Committee meeting in early 2012 to the last ASEANSAI implementation in 2012, that is the implementation of the Workshop on Quality Assurance in Financial Audit conducted on 3-8 December 2012. In accordance with the purpose of its founding, ASEANSAI has undertaken a number of activities aimed at improving the capacity of the members. During 2012 were held two knowledge sharing activities and the training activities.

Besides that, ASEANSAI Committees have also demonstrated their commitment as agreed in the respective committee's workplan summarized in ASEANSAI Plan 2012-2013. Training Committee and Sharing Knowledge Committee have conducted the capacity building activities such as symposium and workshops. The ASEANSAI Rules and Procedures and the Strategic Plan was endorsed during the General Assembly Meeting ASEANSAI in Brunei Darussalam, 6 November 2013 altogether with the Knowledge Sharing Committee Work Plan and the Training Committee Work Plan. On this occasion the chairmanship also handed over by Mr. Hadi Poernomo from the Audit Board of the Republic of Indonesia to the new chairman, Mr. Haji Abd. Rahman bin Haji Mat Salleh from Jabatan Audit Brunei Darussalam.

The establishment of ASEANSAI is not merely a ceremonial event, and I hope this report will provide an overview of the follow-up to the establishment of ASEANSAI through positive activities that have been running during 2012-2013. Hopefully the next ASEANSAI can work better and can give benefits to the development of institutional capacity and the improvement of governance in their respective member states.

HENDAR RISTRIAWAN

Secretary General of the Audit Board of the Republic of Indonesia
Head of Secretariat of ASEANSAI

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ANNUAL REPORT OF THE ASEANSAT SECRETARIAT 2013

I. INTRODUCTION

ASEAN Member States faced instance environmental problems and corruption in several countries and need to be responded and resolved together. In response to these matter, SAIs on ASEAN Member States view the need to establish cooperation in order to increase their role in the enhancement of transparency and accountability in their respective countries and in ASEAN in general. This cooperation is done by establishing the ASEANSAT as a media of building institutional capacity of SAIs of ASEAN Member States.

ASEANSAT was declared in the SAIs Summit of the ASEAN Member States on November 16, 2011, during the 19th ASEAN Summit in Nusa Dua, Bali, Indonesia. The establishment was done by the signing the Agreement of ASEANSAT by ten Heads of SAIs of ASEAN Member States. The Audit Board of the Republic of Indonesia (BPK) has taken a lead to establish the ASEANSAT and hosted the SAIs Summit of the ASEAN member states at that important event. All SAIs of the ASEAN member states have supported and given strong commitment to build SAIs capacity together through the ASEANSAT.

ASEANSAT is an independent, autonomous, and non-political organization and becomes a forum to enhance capacity and collaboration in the field of public sector auditing in ASEAN region. ASEANSAT also would like to contribute positively and constructively to the ASEAN Community. This will be done by exchanging knowledge and experiences in conducting audits in each member SAI. In order to achieve the above expectation, the ASEANSAT also be an entity associated with the ASEAN.

The membership of ASEANSAT comprises of 10 SAIs of the ASEAN Member States. It consists of three important bodies, namely, the Assembly, the Executive Committee and the Committees. The Assembly is the highest body of the ASEANSAT consisting of all members of the ASEANSAT represented by the Heads of each SAI or their representatives.

In the First Assembly meeting of the ASEANSAT, the Audit Board of the Republic of Indonesia (BPK RI) is honored to lead the Chairmanship of the ASEANSAT for the period of 2012-2013 as the first Chairman. The Chairman of BPK RI becomes the Chairman of the ASEANSAT while the Secretary General of BPK RI becomes the Head of the ASEANSAT Secretariat and the SAI of Brunei Darussalam becomes the Vice Chairman of the ASEANSAT. The SAI of Indonesia (BPK RI) and the SAI of Brunei Darussalam were appointed and the Vice Chairman of the ASEANSAT. The appointment of the Executive Committee (the Chairman and Vice Chairman) will later be based on the alphabetical order of the ASEAN countries.

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The establishment of ASEANSAT was one of the forms of responsible act by public sector auditor that was very important in minimizing corruption, mismanagement, and misuse of state money. Since the first ASEANSAT Assembly meeting held in Bali, Indonesia on November 16, 2011, the Secretariat has conducted and supported the ASEANSAT activities in the following main areas:

A. THE ASEANSAT ASSEMBLY

As stated in the Agreement Article 6 Paragraph 1, the ASEANSAT Assembly is the highest body within the structure of the ASEANSAT and shall comprise of all member of ASEANSAT who shall be represented by the heads of the Supreme Audit Institutions or representative duly

authorized by them. The assembly is headed by chairman and assisted by the vice chairman of ASEANSAI.

During 2011-2013, ASEANSAI Assembly has conducted three meetings as follows:

- ❑ **The 1st ASEANSAI Assembly Meeting** was conducted in Bali, Indonesia during the SAI Summit of ASEAN Member States on November 16, 2011.

This 1st Assembly agreed some important decision, which are:

1. ASEANSAI Assembly agreed to establish four committees which are Strategic Planning Committee, Rules and Procedures Committee, Knowledge Sharing Committee, Training Committee;
2. The amount of financial contribution of each contribution was USD700 per year and it effectively would be settled by 2013;
3. The opening of bank account for annual financial contribution is in the ASEANSAI Secretariat located;
4. Annual financial contribution was expected to be done in 2012 by respective country of members of ASEANSAI;
5. The determination of the SAI of Malaysia to be the auditor of ASEANSAI;
6. The Assembly agreed on the secretariat activities such as setting ASEANSAI Website, issuing newsletters that containing activities of ASEANSAI members every three months, setting up a communication media that can be used by ASEANSAI members to coordinate and collaborate and develop logo and a song for ASEANSAI
7. The approval of proposal activities by SAI of Indonesia to host training/ workshop/ conference for all members in 2012;
8. Other initiatives to be adopted as the ASEANSAI activities such as training in investigative and performance audit; informal meeting during the ASOSAI and INTOSAI Assembly; and secondment program among SAIs;
9. Approval to notify the Ministry of Foreign Affairs of the Republic of Indonesia and ASEAN Secretariat to follow up the ASEANSAI to become an associated entity.

- ❑ **The 2nd ASEANSAI Assembly Meeting** was conducted in Jaipur, India during the ASOSAI Governing Board assembly on 29 February, 2012.

This 2nd ASEANSAI Assembly Meeting discussed and agreed some important issues, which are:

1. The strategic plan of ASEANSAI for the period 2012-2013 will be based on each committee work plan;
2. Endorsement of the work plan of ASEANSAI for 2012-2013 consisting of the work plan of secretariat and four committees of ASEANSAI;
3. Discussed ASEANSAI official logo, relationship with similar organizations, and some uses of terminology;
4. The official website of ASEANSAI, www.aseansai.org, launched in this meeting.

During the ASEANSAI meeting, the amendment of the ASEANSAI Plan that was made in order to look for the greater standardization on the decision making process across all committees, required all members' approval. The Secretariat has circulated the amended TORs and work plan and has obtained responses, comments, and approval from all members. The secretariat has conducted some minor revision based on those feedback and compiled all TORs and work plan as the ASEANSAI Plan 2012-2013, which will be used as the guidance to implement ASEANSAI activities before its strategic plan is finalized.

- ❑ **The 3rd ASEANSAI Assembly Meeting** conducted a meeting that had been held in Beijing, China on October 25, 2013.

This 3rd Assembly Meeting discussed some strategic issues of ASEANSAI regarding the approval of Memorandum of Understanding between ASEANSAI and GIZ, the approval on the ASEANSAI Rules and Procedures and ASEANSAI Strategic Plan 2014-2017 by the Assembly, and also approval of ASEANSAI logo, to be endorsed at ASEANSAI General Assembly Meeting in Brunei Darussalam.

B. THE EXECUTIVE COMMITTEE MEETING

The Executive Committee comprising of the Chairman and Vice Chairman of the ASEANSAI held the first Executive Committee Meeting in the Audit Department of Brunei Darussalam in Bandar Seri Begawan on January 25-27, 2012.

It mainly discussed about the work plan of the ASEANSAI Executive Committee and Secretariat for the period of 2011-2013. There were 3 topics that was discussed on this meeting, which are:

1. The Work Plan of ASEANSAI Executive Committee and ASEANSAI Secretariat 2012-2013
2. The Development of ASEANSAI Strategic Plan, and
3. Alignment the ASEANSAI Committees' Work Plan with the ASEANSAI Strategic Plan.

C. THE ASEANSAI COMMITTEES

After the appointment of the Executive Committee on the 1st ASEANSAI Assembly Meeting, ASEANSAI established the working committees to achieve the best decision for the interest of the organization and all of its members under the spirit of togetherness, cooperation and solidarity. Furthermore, with the establishment of the four committees, ASEANSAI had completed its organization structure as they were part of the ASEANSAI organizational structure. ASEANSAI Committees will run by the ASEANSAI activities to carry out specific tasks that will be reported to the Assembly, which are:

1. The ASEANSAI Strategic Planning Committee

The ASEANSAI Strategic Plan formed to develop the Strategic Plan, chaired by SAI of Vietnam with SAIs of Indonesia, Malaysia, and the Philippines as the members. The Strategic Planning Committee may involve the Training Committee and Knowledge Sharing Committee.

a. The 1st ASEANSAI Strategic Plan Committee Meeting

The 1st meeting of the ASEANSAI Strategic Planning Committee conducted in Kota Kinabalu, Malaysia. The meeting was a part of ASEANSAI Committee Meeting which was held on 09-10 February 2012.

In the first meeting, the Strategic Planning Committee agreed to formulate the Terms of Reference (TOR) draft of the Strategic Planning.

b. The 2nd ASEANSAI Strategic Plan Committee Meeting

The 2nd ASEANSAI Strategic Planning Meeting was held at Grand Plaza Hotel, Hanoi, Vietnam from May 14-17, 2012. The meeting was attended by three SAI members of the committee; which are The Audit Board of the Republic of Indonesia, Jabatan Audit Negara, and State Audit of Vietnam.

The delegates discussed the concept of ASEANSAI strategic plan, included the vision, mission, core values, strategic goals, strategic objectives, and key performance

indicators. The Hanoi meeting succeeded in composing the draft of ASEANSI vision, mission, and values.

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. The meeting agreed that the next meeting would be held in Jakarta, Indonesia.

c. The 3rd ASEANSI Strategic Planning Committee Meeting

The 3rd meeting of the Strategic Planning Committee was conducted in Hotel Atlet Century Park, Jakarta, Indonesia on September, 24-27, 2012.

This meeting was held to discuss and finalize the first draft of the 2014 - 2017 ASEANSI Strategic Plan. Several issues related to the concept of the strategic plan, namely the key performance indicator (KPI), vision, mission, strategic goals, and strategic objectives. In addition, the meeting also discussed implementation matrix and the harmonization process between the committee programs and the strategic plan. to finalize the first draft of strategic plan, implementation matrix, and to develop the monitoring and evaluation systems to ensure the implementation of the strategic plan.

d. The 4th ASEANSI Strategic Planning Committee Meeting

The Committee of the Strategic Planning held the 4th Meeting in Manila, Philippines from August 27-28, 2013 in Quezon City, Philippines, at the Eastwood Richmonde Hotel, Quezon City, the Philippines.

The 4th ASEANSI Strategic Planning Committee discussed and agreed some important issues, which are:

1. The final draft of the strategic plan and its implementation would be distributed by the Secretariat to ASEANSI members for feedbacks before it was approved by the ASEANSI Assembly;
2. The suggestions from the donor agencies, the Committees needed to make list of priorities of the ASEANSI projects;
3. The progress monitoring of the ASEANSI Strategic Plan, the meeting agreed that the dashboard was an efficient and important tool to monitor the project implementation.

2. The Rules and Procedures Committee

Rules and Procedures Committee formed to develop rules and procedures for the implementation of the ASEANSI Agreement, chaired by SAI of Singapore with SAI of Brunei Darussalam, Lao PDR, Malaysia, and Thailand as the members.

The Rules and procedures may consist of those which govern the financial matters, administrative and secretariat matters, meeting proceedings, decision makings, etc.

a. The 1st meeting of the ASEANSI Rules and Procedures Committee

The 1st meeting of the ASEANSI Rules and Procedures Committee conducted in Kota Kinabalu, Malaysia.

The meeting was a part of ASEANSI Committee Meeting which was held on 09-10 February 2012. The meeting took place at the Pasific Sutera Hotel, Kota Kinabalu, Sabah, Malaysia.

The results of Committee meeting were as follows:

1. The committee agreed to compile the background of the TOR simpler and more focus to Rules and Procedures committee and the committee basic formation of ASEANSI Agreement.

2. Committee agreed to add another mandate “to review and update the rules and procedures as and when is required by the Assembly/ ASEANSI Assembly”.
3. The Committee purpose is to establish a set of rules and procedures that will strengthen governance and financial management.

b. The 2nd ASEANSI Rules and Procedures Committee Meeting

Rules and Procedures Committee hold a meeting in Singapore on 11-12 September 2012.

The meeting results were as follows:

1. Reaffirming the definition of the term ‘Assembly’ as the highest body of the ASEANSI decision making, not as a physical meeting.
2. Consistency in the definition of the terms ‘Assembly Meeting’ and ‘Summit’.
3. Emphasizing that the relationship with external parties would be administered by the Executive Committee, namely the ASEANSI Chairman and/or Vice Chairman.
4. The reporting and the auditing period was to be done annually.
5. Emphasizing that the chair of assembly meetings and summits would be the Chairman of ASEANSI, and would be assigned to the Vice Chairman when the Chairman was unable to come.
6. The arrangement of MOU would be administered by the Secretariat, and the signing would be conducted by the ASEANSI Chairman on behalf of the Assembly.

One of the unresolved subjects was about the period of the financial reporting related to the period of the changing of leadership occurring before the end of the financial period.

As a follow up of the meeting, on September 19, 2012, AGO of Singapore circulated drafts of the interim rules and procedures to the participants.

3. The Knowledge Sharing Committee

Knowledge Sharing Committee formed to develop and implement the plan for knowledge sharing programs, chaired by SAI of Malaysia with SAIs of Brunei Darussalam, Cambodia, Lao PDR, Myanmar, the Philippines, and Thailand as the members.

a. The 1st ASEANSI Knowledge Sharing Committee

The 1st ASEANSI Knowledge Sharing Committee Meeting was held in Kota Kinabalu, Sabah, Malaysia on February 9-10, 2012.

The objective of this committee meeting:

1. To discuss and finalize the draft of the Terms of Reference (TOR) and the draft proposed of the Work Plan 2012-2013;
2. To align the TOR and Work Plan of Knowledge Sharing Committee with other committees’ TOR and Work Plan.

b. The Implementation of ASEANSI Knowledge Sharing

1. Financial Management and Accountability Index (FMAI) and Non Revenue Water (NRW) Workshop

This workshop was successfully conducted from 31 October to 2 November, 2012 in Penang, Malaysia to share knowledge and experiences on the development, implementation, achievements and impacts of FMAI as well as lessons learnt on NRW audit. These activities also provided the opportunity to expand networking and interaction among the participants.

2. ASEANSAI Symposium on Good Governance

This event was held on November 27, 2012 in Bandar Seri Begawan, Brunei Darussalam. The Symposium served as a platform towards closer cooperation between ASEANSAI Member States through the exchange of knowledge, experiences and lessons learnt. SAI in the ASEAN community have the role to promote Good Governance in their countries through their duties in the field of auditing whereby their roles are portrayed in the audit results in which they provide recommendations that aim at enhancing Good Governance. The implementation of Good Governance has a very big impact on the realization of a clean and dignified government, which in turn will be able to lift the national economy and people's welfare.

c. ASEANSAI Knowledge Sharing Committee (KSC) Meeting

The meeting was held at the A'Famosa Resort Hotel, Malaysia from June 26-27, 2013 to discuss and drafting the KSC Work Plan for 2014 to 2017.

The objective of this committee meeting:

1. Agreeing the implementation priorities from knowledge sharing activities based on the survey's result conducted by the SAI of Malaysia as the Chairman of the Committee.
2. Constructing the committee activities' plan for the next four years (2014 – 2017).

The meeting results were as follows:

1. Increasing the cooperation, collaboration, and sustainable transformation through sharing of knowledge among ASEANSAI member.
2. Developing information and knowledge network which aims to increase the commitment of all ASEANSAI member in providing services and bridging the gap of knowledge and information among ASEANSAI member.
3. Spreading committees' products, guidelines, surveys, databases, and websites.
4. Strengthening communication between ASEANSAI member as a result from the free-flow of information, ideas, experiences, and knowledge.
5. Promoting partnerships with similar organizations, academia, research institutions, and professional associations.
6. Programs/topics of sharing knowledge that will be implemented from 2014 till 2017 were as follows:
 - a) Auditing standards
 - b) Roles of SAI in the Climate Change
 - c) Contracts and Procurements
 - d) Water
 - e) Audit tools
 - f) Public Private Partnership
 - g) Revenue and expenditure
 - h) Health Services
 - i) Land and Mineral Resources
 - j) Poverty Reduction Fund and Foreign Assisted
 - k) Public Complain

4. The ASEANSAT Training Committee

Training Committee formed to develop capacity building of the members of ASEANSAT, chaired by SAT of the Philippines with SATs of Brunei Darussalam, Indonesia, Malaysia, and Thailand as the members. The topic of the training will be based on the needs of the members.

a. The 1st ASEANSAT Training Committee Meeting

The 1st ASEANSAT Training Committee Meeting was held in Kota Kinabalu, Malaysia, resulting several technical discussions related with training policy. Besides the discussion regarding WP and TOR, the issue concerning “ASEANSAT Training Needs Survey” also discussed.

The committee agreed to add 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.

b. The 2nd ASEANSAT Training Committee Meeting

The Commission on Audit of Philippines hosted the first ASEANSAT TC Meeting on June 4-5, 2012 to be held at the Eastwood Richmond Hotel, Quezon City. There were five agreed items in the Committee discussion:

- 1) The top-five training topics chosen or prioritized by the Training Committee members were: Quality Assurance (Financial Audit Level) and Risk Based Financial Audit⁶⁹; Internal Control Structure; Audit of Procurement; Fraud Investigation and Legal Evidence/Fraud Audit; and Performance Audit of Foreign-Assisted/Funded Projects.
- 2) The establishment of a team in each member SAT.
- 3) The training would be held once a year and other trainings would adjust to the funding from international organizations.
- 4) Course Design and Instructional Techniques Workshop for instructors, ASEANSAT would ask IDI’s permission to use the material for the workshop.
- 5) Each workshop/ training will be preceded by an Instructors’ Design meeting for material preparation.
- 6) The evaluation would be made for each training and reported in the Committee’s annual report.

The meeting agreed that the workshop in Bali, funded by GIZ, would be associated with the Training Committee activities and become an input for Knowledge Sharing Committee. In addition, it was proposed that the Training Committee work plan could be presented to the other donor agencies to obtain fund assistance for training activities so as not to burden ASEANSAT members to participate.

c. The 3rd ASEANSAT Training Committee Meeting

During the preparation of the Quality Assurance in Financial Audit training on 5-11 September 2012, the Training Committee held a meeting of the Instructors’ Design Meeting Workshop in Bangkok, Thailand. The topic was the first priority, based on the training needs survey.

The meeting results were:

- 1) The Workshop would take place in Yogyakarta, Indonesia from 3-8 December 2012.
- 2) The Workshop would be held for five days and an additional day for the social program.
- 3) ASEANSAT Secretariat would invite two to three delegates from each ASEANSAT member and all instructors.
- 4) The instructors had to be at Yogyakarta on from 1-10 December 2012 for the workshop preparation meeting (1-2 December), training sessions (3-8 December), and post-workshop meeting (9 December).
- 5) The requirements of the participants:
 - a) Must be fluent in English;
 - b) In each delegation, there shall be at least one person in senior positions;
 - c) There should be a gender balance in the workshop participant's composition;
 - d) Collectively, the delegates should have the following competencies among others; experience in financial audit field for at least three years; understanding about the working procedures of the SAI; having the knowledge of accounting and quality assurance.
 - e) Overall, all participants must have the motivation and desire to change the existing system. They also must be able to work together in a team;
 - f) After attending the QAFA Workshop, participants must create a quality assurance evaluation project and send the quality assurance review report, including a utility report, to the ASEANSAT Secretariat.

d. Workshop QAFA, Yogyakarta, December 2012

After the instructors meeting, the Workshop on Quality Assurance in Financial Audit (QAFA) was held from 3-8 December 2012 in Yogyakarta, Indonesia. It was the first training activity from ASEANSAT Training Committee, as an implementation of the 2012-2013 ASEANSAT Training Plan.

The QAFA Workshop was also the first training program held by ASEANSAT. The topics covered in this workshop were the quality assurance review process, the quality assurance function, the key elements of SAI level AQMS framework, the financial audit process, and the quality assurance review plan for financial audit.

e. Instructors Design Meeting on Risk-based Approach to Financial Audit (RBFA) Brunei Darussalam, 29 June – 5 July 2013

The Training Committee held the Instructors Design Meeting on the Risk Based Approach to Financial Audit (IDM RBFA) in Brunei Darussalam from 29 June – 5 July 2013. The Instructors design meeting was aimed to design and develop the training materials based on the guidebook and course tools of IDI Risk-based Approach to Financial Auditing (RBFA) handbook and courseware.

The RBFA was divided into five modules: Module 1–Introduction to Risk-based Approach to Financial Auditing, Module 2–Detailed Audit Planning 1, Module 3 Detailed Audit Planning 2, Module 4–Audit Execution, and Module 5–Evaluating Misstatements and Reporting Auditor's Opinion. Each module was divided into sessions where the instructors developed the session-at-a- glance, session guide, exercises, case study and suggested solutions as outputs.

The RBFA will be used in the workshop that would be held on 7-11 October 2013.

f. Workshop on Risk-based Approach to Financial Audit Workshop Malaysia, 7 – 11 October 2013

The Workshop of Risk Based Approach to Financial Audit was held in Kuala Lumpur, Malaysia, from 5-13 October 2013. This workshop covered two days of pre-workshop, five days of workshop, and two days of post workshop finalization.

The workshop started with the session on setting the learning climate and followed by several sessions:

- 1) **Session 1.1 Overview of the RBFA Process**, discussed the different phases of the RBFA and the activities under each phase;
- 2) **Session 1.2 Preliminary Engagement Activities**, discussed the preliminary activities that the auditor needs to carry out before the engagement;
- 3) **Session 1.3 Developing Overall Audit Strategy**, discussed the elements of an overall audit strategy;
- 4) **Session 2.1 Understanding the Entity and Its Environment**, discussed the documents to be gathered in order to obtain an understanding of the entity which will enable the auditor to assess the risk of material misstatements;
- 5) **Session 2.2 Understanding the Entity's Internal Control**, discussed the way to gather information about the entity's internal control framework that are relevant to the audit;
- 6) **Session 2.3 Understanding the Entity's Information Framework**, discussed the way to obtain document and understanding the information system;
- 7) **Session 3.1 Identifying and Assessing Risk of Material Misstatements**, discussed how the auditor assesses the risks of material misstatements at financial statement level in order to provide a basis for designing and performing further audit procedures;
- 8) **Session 3.2 Linking Controls to Assertions**, discussed how the auditor should identify the controls that are likely to prevent or detect, and correct material misstatement in specific assertions;
- 9) **Session 4.1 Designing Further Audit Procedures**, discussed how the auditor designs and implements overall responses to address the assessed risks of material misstatements at the financial statement level and at the assertion level;
- 10) **Session 4.2 Obtaining Audit Evidence and Documenting the Audit**, discussed how the auditor obtains audit evidence, the sources of audit evidence and the methods of obtaining audit evidence in support of both testing of controls and substantive audit procedures;
- 11) **Session 5.1 Accumulating and Evaluating Misstatements**, discussed how the auditor accumulates misstatements that could potentially affect the opinion in the auditor's report and evaluates the aggregate effects of misstatements on the financial misstatements;
- 12) **Session 5.2 Forming and Reporting Auditor's Opinion**, discussed how the auditor uses the evaluation of the various types of misstatements identified during the audit to form an appropriate opinion on the financial statements;
- 13) **Session 6.1 Action Plan and Wrap-up**, required commitment plan on what the participant's plan to do to apply RBFA.

As a result from Instructors post-workshop meeting, it was decided that there should be minor changes that need to be done on some sessions:

- 1) **Session 3.1 and Session 3.2** should be consolidated into one session;
- 2) **Session 4.2** should include as an exercise the identification of the methods of obtaining evidence and documentation for the tests to be conducted for the case study;
- 3) **Session 5.2** should include as an exercise the identification and forming of the opinion for the case study.

The necessary changes were done by the respective instructors during the two-day post-workshop meeting.

After the workshop, all participants have been asked to create an action plan regarding the implementation of the workshop when they are back to every respective country. Then they have to submit a report of the implementation six months after the conduct of the training.

D. THE ASEANSAT SECRETARIAT ACTIVITIES

The Secretariat has responsibility to support the development of the ASEANSAT. The detail work of the ASEANSAT Secretariat that have been done are:

a. Facilitation of ASEANSAT meeting and activities

The Secretariat responsible to holding a training/ workshop/ seminar to enhance the ASEANSAT capacity, supervising the development of the work plan of each Committee, and for the next meeting the Secretariat will also be preparing for the hand over of the chairmanship to the SAI of Brunei Darussalam and holding the second ASEANSAT General Assembly meeting in Brunei Darussalam in 2013.

b. Circulation and collection of information

The Secretariat responsible to circulate and collect information, and also evaluate the annual activities of the ASEANSAT.

c. Compiled and prepared the Secretariat's semi-annual and annual report Compilation of Committees' semi-annual report

The Secretariat also has compiled and prepared the Secretariat's annual and annual report. And make annual report compilation of all ASEANSAT Committees to be reported to the Executive Committee.

d. Relationship with other organizations and donors

Developing mutual relationship with other typical international organizations and donors in order to enhance the capacity of its organization and members, the ASEANSAT develops its relation with other typical organizations such as INTOSAI, ASOSAI and the donors, ASEANSAT Secretariat initiated a communication and a study of donor support such as with GIZ, AusAID, USAID, and World Bank. The general purpose was to seek the possibility of partnership to improve or develop the capacity of ASEANSAT and SAIs in the ASEAN region, and also about the possibilities for the donor organizations to fund activities carried out by ASEANSAT.

On 18 June 2012, a meeting among BPK and four Donor Organizations: USAID, World Bank, AusAID, and GIZ were held in the BPK Head Office, Jakarta. The meeting concluded four items, which are:

1. BPK would communicate to the donor organizations any development of ASEANSAT.
2. BPK would settle any necessary regulations concerning ASEANSAT cooperation with donor organizations.
3. BPK would continuously facilitate ASEANSAT cooperation and meeting with the donor organizations.

4. BPK would propose revisions to the regulations regarding the transfer arrangement of chairmanship in ASEANSAT. Fifth, BPK would report the meetings to all members of ASEANSAT.

The result of the meeting between ASEANSAT Secretariat and Asian Development Bank, AusAid, GIZ, and the World Bank was followed up with the drafting of the MOU. The MOU draft was circulated for comments and approval by the Assembly before its signing.

MOU between ASEANSAT and GIZ was signed on the ASEANSAT General Assembly Meeting, in Brunei Darussalam on 6 November 2013.

e. Administration support for ASEANSAT

The Secretariat also support the administration ASEANSAT, including the opening of a Bank Account for members' Annual/ Voluntary Contribution and also Formulating a budgetary plan for the year of 2013.

The annual contribution was USD700. The first annual contribution would be paid in 2013. The process of obtaining approval of the annual contribution was expected to be completed in 2012 by each member of ASEANSAT. The income from the financial contributions in 2013 was estimated to be USD7,000. The income would be used to finance the annual training activities for the meeting package. Meanwhile the transportation and accommodation costs will be borne by the participating SATs. Therefore, during 2011-2012, ASEANSAT activities such as the committees' activities would be voluntarily funded by the host SATs of those activities and the transportation and the accommodation costs of participants will be borne by the participating SATs.

To support the ASEANSAT budget, regulations and procedures regarding the financial management, the expense mechanism, and others will be formulated by the Rules and Procedures Committee. The Secretariat draws the budgetary plan of the ASEANSAT and manages its finance. The Secretariat opened a bank account to collect the ASEANSAT's budget from Members' annual and voluntary contributions. The budget will be effectively used as per year 2013 onwards.

The beneficiary account is as follows:

Beneficiary Bank Name: BNI CABANG SENAYAN

Swift Code: BNIINIDJAXXX

Beneficiary Account: 2011111909

Beneficiary Name: ASEANSAT SECRETARIAT

f. Associated Entity with ASEAN

BPK started to apply for the ASEANSAT status of an entity associated with ASEAN through the MoFA of Indonesia to the ASEAN Secretary and the Committee of Permanent Representatives to ASEAN. The proposal with the letter of support was mostly sent on 6 November 2012. The BPK Chairman asked the Head of the SATs of ASEANSAT members to approach the MoFA in their respective countries.

The application letter went through quite a long process before The Committee of Permanent Representative to ASEAN received the application letter on 6 February 2013. Finally, ASEANSAT became an entity associated with ASEAN and was registered in the other stakeholders category. The confirmation letter informing that the ASEANSAT was accepted as an entity associated with ASEAN was sent by the new ASEAN Secretary General, Le Luon Minh on 21 February 2013.

g. Develop and maintain ASEANSI Website

The Secretariat has responsibility to develop and maintain the ASEANSI Website.

h. Published ASEANSI Newsletter, as well as effective communication media in accordance with the ASEANSI objectives and functions

The Secretariat also develop media and communication system and ASEANSI publications. Secretariat has developed 7 editions of ASEANSI Newsletter during period 2012-2013.

i. Proposed some ASEANSI Logo alternatives

Secretariat has finalized the ASEANSI logo to be endorsed in the ASEANSI General Assembly Meeting in Brunei Darussalam.

j. Produced an ASEANSI Song

The Secretariat has developed the ASEANSI Song, and it will be endorsed in the ASEANSI General Assembly Meeting in Brunei Darussalam.

k. Maintain and update ASEANSI Contacts

The Secretariat responsible to maintain and update the ASEANSI Contacts and published it to the media/ website.