EUROSAI Strategic Plan 2011-2017

Operational Plan

for GOAL TEAM 3

update

January 2017
**EUROSAI Goal Team 3 - Operational Plan**

<table>
<thead>
<tr>
<th>Key Activities/Projects (SP)</th>
<th>Tasks</th>
<th>Priority</th>
<th>Working Methods</th>
<th>Responsible SAIs</th>
<th>Timetable (From MM/YY)</th>
<th>To (MM/YY)</th>
<th>Estimated Results and Outcomes</th>
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<tr>
<td>Implementation strategy (SP): 3.1 Enhance the use/implementation of the results of the work produced by individual SAIs, EUROSAI and INTOSAI Committees and WGs as a tool for cooperation</td>
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<table>
<thead>
<tr>
<th>3.1.1 Establish and maintain a database of audits conducted by the EUROSAI members in different fields</th>
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</thead>
<tbody>
<tr>
<td>1a) Develop a list of questions related to the need of a new database of audits conducted in different fields for distribution among EUROSAI members, launch the survey</td>
</tr>
<tr>
<td>1 Analysis and design potential questions</td>
</tr>
<tr>
<td>Czech, Portugal, Macedonia</td>
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<tr>
<td>3/12</td>
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<table>
<thead>
<tr>
<th>1b) Identify existing databases (also on the CC and INTOSAI level)</th>
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</thead>
<tbody>
<tr>
<td>1 Research on the internet, contacting relevant partners (e.g.: CC, WGs, TFs, etc.)</td>
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<tr>
<td>Czech, Hungary, Portugal, Switzerland, Belgium, Lithuania, Macedonia</td>
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<tr>
<td>3/12</td>
</tr>
</tbody>
</table>
2) Analyse the results of 1a) and 1b) and agree on potential needs of establishing a new database (alternatively "a database of links")

Analysis
Czech
Hungary
Switzerland
Lithuania
Macedonia

9/12
2/13

At the 2nd GT3 meeting an establishment of new database was agreed on

Summary report

EUROSAI
Strategic Plan
2011-2017

Operational Plan
for GOAL TEAM 3
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</tbody>
</table>

3) Decide WHO will be responsible for the establishment and maintenance of the database and WHAT the future database should contain

4) Establish the needed database

5) Collect the data and maintain the database

5a) Maintaining of the database
<table>
<thead>
<tr>
<th>Key Activities/Projects (SP)</th>
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<tbody>
<tr>
<td>5b) Prepare and circulate a presidential letter to international departments of SAIs and to EUROSAs’ WGs, TFs and Committees concerning the contributions to the database</td>
<td>6</td>
<td>Remainder concerning the contributions to the database</td>
<td>Czech, Portugal, Macedonia, Lithuania</td>
<td>Annually in 2015 and 2016. From 2017 twice a year (January/February and September)</td>
<td>2011</td>
<td>The database is regularly updated</td>
</tr>
<tr>
<td>5c) In cooperation with GT4/GT3 regularly update the list of subject areas (key words)</td>
<td>6</td>
<td>Comparative analysis among areas already identified and newly recognized</td>
<td>Czech, Portugal, Macedonia, Lithuania</td>
<td>5/17</td>
<td>First update 3/16</td>
<td>The subject areas list updated on annual basis</td>
</tr>
<tr>
<td>6) Collect and evaluate statistical data on the database</td>
<td>6</td>
<td>Annual evaluation report</td>
<td>Czech, Portugal, Macedonia, Lithuania</td>
<td>5/17</td>
<td>4/17 – statistical data before the GB meeting</td>
<td>Reports on how is the database used</td>
</tr>
<tr>
<td>6a) Monitor and evaluate number of SAIs cooperating and contributing to the database</td>
<td>6</td>
<td>Keeping count of SAIs cooperating and contributing the database</td>
<td>Czech, Portugal, Macedonia, Lithuania</td>
<td>5/17</td>
<td></td>
<td>Statistical data summarized - annually</td>
</tr>
<tr>
<td>Key Activities/Projects (SP)</td>
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</tr>
<tr>
<td>3.1.2 Establish and maintain a database of products of INTOSAI and EUROSAI WGs and Committees</td>
<td>1)</td>
<td>Research on the internet, contacting relevant partners (e.g.: CC, WGs, TFs, etc.)</td>
<td>Czech Hungary Switzerland Portugal Macedonia</td>
<td>3/12</td>
<td>9/12</td>
<td>List of existing products</td>
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<td>From (MM/YY)</td>
<td>To (MM/YY)</td>
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<tr>
<td>3.1.2 Establish and maintain a database of products of INTOSAI and EUROSAI WGs and Committees</td>
<td>2)</td>
<td>In cooperation with the Secretariat monitor and evaluate number of reports in the database</td>
<td>Czech Portugal Macedonia Lithuania</td>
<td>5/17</td>
<td></td>
<td>Statistical data summarized - annually</td>
</tr>
<tr>
<td>3.1.2 Establish and maintain a database of products of INTOSAI and EUROSAI WGs and Committees</td>
<td>3)</td>
<td>Keeping count of number of reports in the database</td>
<td>Czech Portugal Macedonia Lithuania</td>
<td>5/17</td>
<td></td>
<td>Statistical data summarized - annually</td>
</tr>
<tr>
<td>3.1.2 Establish and maintain a database of products of INTOSAI and EUROSAI WGs and Committees</td>
<td>4)</td>
<td>From (MM/YY)</td>
<td>To (MM/YY)</td>
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<tr>
<td>3.1.2 Establish and maintain a database of products of INTOSAI and EUROSAI WGs and Committees</td>
<td>5)</td>
<td>Keeping count of visits of the database</td>
<td>Czech Portugal Macedonia Lithuania</td>
<td>5/17</td>
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<td>Statistical data summarized - annually</td>
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</tbody>
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From the table:
- **6b) Monitor and evaluate number of reports in the database**
  - Priority: 6
  - Working Methods: Keeping count of number of reports in the database
  - Responsible SAIs: Czech, Portugal, Macedonia, Lithuania
  - Timetable: 5/17
  - Estimated Results and Outcomes: Statistical data summarized - annually

- **6c) In cooperation with the Secretariat monitor and evaluate number of visits in the database**
  - Priority: 6
  - Working Methods: Keeping count of visits of the database
  - Responsible SAIs: Czech, Portugal, Macedonia, Lithuania
  - Timetable: 5/17
  - Estimated Results and Outcomes: Statistical data summarized - annually

- **7) Create FAQ Document on how and what to search in the database**
  - Priority: 6
  - Working Methods: Document on how and what to search in the database
  - Responsible SAIs: Czech
  - Timetable: 1/17, 5/17
  - Estimated Results and Outcomes: FAQ created

- **8) Update search filters**
  - Priority: 6
  - Working Methods: Consultation with GT3 members
  - Responsible SAIs: Czech Secretariat
  - Timetable: 1/17, 5/17
  - Estimated Results and Outcomes: Search filters updated
<table>
<thead>
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<tr>
<td>2)</td>
<td>Analyses created list of products, identifying potential overlaps and concluding on potential needs of establishing a database of products (alternatively “a database of links”)</td>
<td>2</td>
<td>Analysis</td>
<td>Czech Switzerland Portugal Macedonia</td>
<td>9/12</td>
<td>2/13</td>
</tr>
<tr>
<td>3)</td>
<td>Decide WHO will be responsible for the establishment and maintenance of the database and WHAT the future database should contain</td>
<td>3</td>
<td>Analysis and discussion</td>
<td>Czech Portugal Macedonia</td>
<td>3/13</td>
<td>12/13</td>
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<tr>
<td>4)</td>
<td>Establish the proposed database</td>
<td>4</td>
<td>Analysis</td>
<td>Czech Portugal Macedonia Spain</td>
<td>12/13</td>
<td>10/14</td>
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including training materials and networks
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<tr>
<td>5) Collect/update the data and maintain the database</td>
<td>5</td>
<td>Analysis</td>
<td>Czech</td>
<td>10/14</td>
<td>5/17</td>
<td>The database is maintained</td>
</tr>
<tr>
<td>5a) Maintaining of the database</td>
<td>6</td>
<td>Database maintenance</td>
<td>Czech Macedonia</td>
<td>5/17</td>
<td></td>
<td>The database is maintained</td>
</tr>
<tr>
<td>5b) Prepare and circulate a presidential letter to international departments of SAIs and to EUROSAIs’ WGs, TFs and Committees concerning the contributions to the database</td>
<td>6</td>
<td>Remainder concerning the contributions to the database</td>
<td>Czech Macedonia</td>
<td>5/17</td>
<td>2/16</td>
<td>The database is regularly updated - annually</td>
</tr>
<tr>
<td>5c) Cooperate with WGs, TFs and Committees on identifying new products</td>
<td>6</td>
<td>Regular contact via e-mails with WGs, TFs and Committees</td>
<td>Czech Macedonia</td>
<td>5/17</td>
<td></td>
<td>The database is regularly updated - continuously</td>
</tr>
<tr>
<td>6) Collect and evaluate statistical data on the database</td>
<td>6</td>
<td>Annual evaluation report</td>
<td>Czech</td>
<td>5/17</td>
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<td>Reports on how is the database used</td>
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<td>Timetable From (MM/YY)</td>
<td>Estimated Results and Outcomes</td>
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<tr>
<td>3.1.3 Organise training events/knowledge sharing seminars to share experience and knowledge according to the</td>
<td>1) Analyse the outputs of ETC (e.g., questionnaire on training needs) in order to find out when and how often to</td>
<td>1</td>
<td>Analysis</td>
<td>Czech Slovakia</td>
<td>12/11</td>
<td>√ Report of analysis</td>
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<tr>
<td>6a) Monitor and evaluate number of products in the database</td>
<td>Keeping count of number of products in the database</td>
<td>6</td>
<td>Czech</td>
<td>5/17</td>
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<td>Statistical data summarized - annually</td>
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<tr>
<td>6b) In cooperation with the Secretariat monitor and evaluate number of visitors in the database</td>
<td>Keeping count of visits of the database</td>
<td>6</td>
<td>Czech</td>
<td>5/17</td>
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<td>Statistical data summarized - annually</td>
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<tr>
<td>7) Create FAQ Document on how and what to search in the database</td>
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<td>7</td>
<td>Czech</td>
<td>1/17</td>
<td>5/17</td>
<td>FAQ created</td>
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<tr>
<td>8) Update search filters</td>
<td>Consultation with GT3 members</td>
<td>8</td>
<td>Czech Secretariat</td>
<td>1/17</td>
<td>5/17</td>
<td>Search filters updated</td>
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</table>
| needs identified within EUROSAI | conduct surveys on training needs and in order to use its results in practice | 1 | Design potential questions | Czech Slovakia Belgium | 3/13 9/13 | - Proposals of questions New survey evaluated - New survey evaluated | -
| | 1b) Prepare the relevant questions for a new potential survey | 1 | Design potential questions | Czech Slovakia Belgium | 3/13 9/13 | - Proposals of questions New survey evaluated - New survey evaluated | -
| | 2a) Identify possibilities for marketing – e.g. when, how and where to present these activities or e.g. creating an alert function, and identify possibilities of creating a procedure and tools for permanently communicating, analysing and matching | 2 | Analysis | Czech Belgium Slovakia | 01/13 12/14 | First draft of marketing tools identified | List of marketing tools was done, the other tasks will be performed in the point 3.1.4.
| | | | | | | | |
| | | | | | | | |

From (MM/YY) To (MM/YY) (11) (11) (11) (11) (11)
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</table>

1) demands and offers of EUROSAI’s knowledge sharing events

2b) Contact SAIs, WGs and TFs in order to find out their planned activities/seminars for each year and publish their training events on the EUROSAI website (e.g. in the news, databases)

<table>
<thead>
<tr>
<th>Priority</th>
<th>Working Methods</th>
<th>Responsible SAIs</th>
<th>Timetable</th>
<th>Estimated Results and Outcomes</th>
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</thead>
<tbody>
<tr>
<td>2</td>
<td>Correspondence</td>
<td>Czech</td>
<td>3/12</td>
<td>12/12</td>
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<td>Repeat this activity periodically</td>
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</table>

2c) Contact relevant SAIs (which answered positively in the ETC survey about organising a training activity) and offer the publication of their training events on the

<table>
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<tbody>
<tr>
<td>2</td>
<td>Correspondence</td>
<td>Czech Slovakia</td>
<td>8/12</td>
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<td>Repeat this activity periodically</td>
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### Key Activities/ Projects (SP)

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<tr>
<td>EUROSAI website and ask for details about the training events</td>
<td>3</td>
<td>Correspondence</td>
<td>GT Chairs Spain</td>
<td>When financing rules will be adopted – close cooperation with EUROSAI Secretariat</td>
<td>Repeat this activity periodically</td>
</tr>
<tr>
<td>3) Offer the possibility of co-financing from the EUROSAI budget</td>
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<tr>
<td>4) Overview of the training activities -</td>
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<tr>
<td>5) Cooperate with GT4 on use and update of Practical Guide</td>
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<tr>
<td>5a) Prepare interactive evaluation forms for participants and contributors</td>
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**EUROSAI**

EUROSAI website and ask for details about the training events

**GT Chairs Spain**

When financing rules will be adopted – close cooperation with EUROSAI Secretariat

Repeat this activity periodically

- A number of events co-finance by the EUROSAI budget

First evaluation forms in LimeSurvey format used by WGEA, Lithuania and Hungary in 2016
<table>
<thead>
<tr>
<th>Tasks</th>
<th>Responsible SAIs</th>
<th>From (MM/YY)</th>
<th>To (MM/YY)</th>
<th>Estimated Results and Outcomes</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>5b) Regularly inform SAIs about Practical Guide for Organising EUROSAI Training Events</strong></td>
<td>Czech</td>
<td>12/12</td>
<td>12/15</td>
<td>Fact sheet on training prepared and circulated on several occasions, available also in digital form</td>
</tr>
<tr>
<td><strong>6) Use of Questionnaire on Training needs outputs</strong></td>
<td>Portugal, Belgium, Czech, Estonia, Lithuania, The Netherlands, Slovakia</td>
<td>12/12</td>
<td>12/16</td>
<td>The list of training experts drafted, regularly updated and used</td>
</tr>
<tr>
<td><strong>6a) Use the list of training topics /needs and prepare new training events and subregional events</strong></td>
<td>Portugal, Belgium, Czech, Estonia, Lithuania, The Netherlands, Slovakia</td>
<td>12/12</td>
<td>12/16</td>
<td>SAIs informed about the topics</td>
</tr>
<tr>
<td><strong>6b) Try to find organisers for the most frequently asked topics and support them</strong></td>
<td>Czech, Belgium, Portugal, Estonia, Lithuania, The Netherlands, Slovakia</td>
<td>12/12</td>
<td>12/16</td>
<td>SAIs contacted and informed</td>
</tr>
<tr>
<td><strong>7) Explore</strong></td>
<td>Portugal</td>
<td>12/12</td>
<td>5/17</td>
<td>first test was eval</td>
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<tr>
<td>Key Activities/Projects (SP)</td>
<td>Tasks</td>
<td>Priority</td>
<td>Working Methods</td>
<td>Responsible SAIs</td>
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<tr>
<td>8) Engage young colleagues in training events</td>
<td>Portugal Czech Estonia Lithuania The Netherlands Slovakia</td>
<td>12/12</td>
<td>5/17</td>
<td>this is a question for new potential survey</td>
</tr>
<tr>
<td>9) Explore possibility of organising webinars</td>
<td>Czech</td>
<td>12/15</td>
<td>5/17</td>
<td>Depending on the existence of a proper e-learning semi</td>
</tr>
</tbody>
</table>

- possibility of Impact evaluation of training activities that were organised
- Czech Belgium Estonia Lithuania The Netherlands Slovakia Hungary
- done on the WGEA spring session 2016
- uation will be done for 46 GB in 2017
- Depending on the existence of a proper e-learning semi
<table>
<thead>
<tr>
<th>Key Activities/ Projects (SP)</th>
<th>Tasks</th>
<th>Priority</th>
<th>Working Methods</th>
<th>Responsible SAI</th>
<th>Timetable From (MM/YY)</th>
<th>To (MM/YY)</th>
<th>Estimated Results and Outcomes</th>
</tr>
</thead>
<tbody>
<tr>
<td>10) Explore a need of new questionnaire on training needs</td>
<td>Czech</td>
<td>12/15</td>
<td>5/17</td>
<td>Depending on the results of the IDI Global survey, to be checked firstly.</td>
<td>IDI surveyed checked, no trainings needs identified.</td>
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<td>Key Activities/Projects (SP)</td>
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<td>Priority</td>
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<td>Estimated Results and Outcomes</td>
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<th>Guide</th>
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<tbody>
<tr>
<td>14) Inform EUROSAI training experts about the possibility to be included in the INTOSAI database of experts</td>
<td>Letter circulated</td>
<td>Czech</td>
<td>11/16</td>
<td>5/17</td>
<td></td>
<td>EUROSAI experts included to the INTOSAI list</td>
</tr>
</tbody>
</table>

<p>| 3.1.4 Review, improve and maximise use of available tools (e.g. EUROSAI website, websites of EUROSAI WGs, EUROSAI Newsletter, EUROSAI Magazine) to disseminate information on products (including data gathered under 3.1.1, 3.1.2 and 3.1.3) in line with the EUROSAI and | 1 | Analysis, contacting relevant partners | Czech Polan | 3/12 | 12/14 | Summary report |
|                               |       |          |                 |                  |           |                               |
| 2) Identify                  | 1     | Analysis | Czech           |                  | 3/12     | 12/13                           | Propos |</p>
<table>
<thead>
<tr>
<th>Key Activities/Projects (SP)</th>
<th>Tasks</th>
<th>Priority</th>
<th>Working Methods</th>
<th>Responsible SAIs</th>
<th>Timetable</th>
<th>Estimated Results and Outcomes</th>
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<tbody>
<tr>
<td>INTOSAI communication policies (cf 4.3.2)</td>
<td>“marketing” activities to “improve the level of awareness of useable products” (e.g. small updates in news section, template presentation – see 3a))</td>
<td>2</td>
<td>Design the template presentation</td>
<td>Poland Macedonia</td>
<td>9/12</td>
<td>12/13</td>
</tr>
<tr>
<td>3) Disseminate</td>
<td>Dissemination via email</td>
<td>2</td>
<td>Czech</td>
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<td>Key Activities/ Projects (SP)</td>
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<td>Timetable From (MM/YY)</td>
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**3c) Implement the other “marketing activities” (point 2)**

| 3c) Implement the other “marketing activities” (point 2) | 3 | Design the other “marketing activities” | Czech Poland Macedonia | 9/12 | 12/14 | Presentation distributed |

**4) Find out how to monitor the ways people are using the products/examine possibilities of IT tools (e.g. detailed count of access to the website etc.)**

| 4) Find out how to monitor the ways people are using the products/examine possibilities of IT tools (e.g. detailed count of access to the website etc.) | 3 | Analysis | Czech Poland Macedonia | 9/12 | 12/14 | Monitoring |

**5) Manage, update and innovate the training part of the EUROSAI website (for example add the section Innovation or other forms)**

<p>| 5) Manage, update and innovate the training part of the EUROSAI website (for example add the section Innovation or other forms) | Czech | 12/14 | 5/17 | | Updated EUROSAI website a banner leading to information about innovative practice will be created | Web site updated banner not created, other |</p>
<table>
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<tr>
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6) Explore the possibilities how to use social networks for promoting EUROSII (incl. the possibility to connect a social network with the EUROSII website)

4 Analysis
Czech
The Netherlands
Portugal
Macedonia
12/14
10/15
Identification of social networks if they are possibly usable
See task of GT1: delivering the message

7) Create and publish articles about EUROSII activities and databases in INTOSII Journal

4 Contributions to the INTOSII Journal
Czech
The Netherlands
Portugal
Macedonia
10/14
10/15
Number of articles published - annually

8) In cooperation

4 Information to the SAIs
Czech
The Netherlands
10/15
Number of person

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<tr>
<th>Key Activities/Projects (SP)</th>
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<th>Working Methods</th>
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<td>From (MM/YY)</td>
<td>To (MM/YY)</td>
<td>From (MM/YY)</td>
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</table>

4. with the Secretariat promote the subscription to the Newsletter on the EUROSAI website

5. Design and production of leaflets, hand-outs etc.

6. Portugal Macedonia

7. Czech The Netherlands Portugal Macedonia

8. 5/17

9. Subscribe to the Newsletter annually

10. Portugal Macedonia

11. Number of materials circulated and keeping count of visits on the EUROSAI website (evaluation)

12. Fact sheet on training prepared and circulated on several occasions, available also in digital form

13. Poster and 3 booklets for 22nd INC OSAI and EUR OSAI Congress about EUR OSAI products issued other

20
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<th>Key Activities/Projects (SP)</th>
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| 10) In cooperation with the Secretariat monitor and evaluate number of visitors on the EUROSAI website | 6 | Keeping count of visits | Czech The Netherlands Portugal Macedonia | 5/17 | Statistical data summarized - annually |

| 11) Stimulate young colleagues to help to develop and utilise social media in a strategic way | 6 | Czech The Netherlands Portugal Macedonia | 5/17 | |

| 12) Create an instructional video how to fill in the databases and stressing the importance of databases | Czech | 5/16 | video created |

<p>| 13) Collect and share info on good practices | GT3 | 5/17 | Booklet on good practices |</p>
<table>
<thead>
<tr>
<th>Key Activities/Projects (SP)</th>
<th>Tasks</th>
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- **3.1.5. Support EUROSAI members in using WGs and TFs developed tools to enhance their institutional or audit capacities**

- **Implementation strategy (SP): 3.2 Enhance audit cooperation within EUROSAI**

- **3.2.1 Identify areas for regional or sub-regional cooperative audits responding to new challenges**

- **3.2.2 Encourage EUROSAI members to take part in cooperative activities, such as joint, coordinated, parallel audits**

  1) Identify the needs of SAIs in this field (e.g. prepare proposal of questions for a survey or find other possibilities)
<table>
<thead>
<tr>
<th>Key Activities/Projects (SP)</th>
<th>Tasks</th>
<th>Priority</th>
<th>Working Methods</th>
<th>Responsible SAI(s)</th>
<th>Timetable</th>
<th>Estimated Results and Outcomes</th>
</tr>
</thead>
<tbody>
<tr>
<td>2) Identify possible areas for cooperative activities and check for overlapping topics within the WG, TF and CC levels etc. (there are probably many: e.g. EU funds, public debt ...)</td>
<td>Analysis</td>
<td>2</td>
<td></td>
<td>Czech, Lithuania, Switzerland, Macedonia</td>
<td>5/12</td>
<td>4/13</td>
</tr>
<tr>
<td>3) Identify “marketing” activities to “encourage EUROSAI members to take part in cooperative activities”.</td>
<td>Analysis</td>
<td>2</td>
<td></td>
<td>Czech, Switzerland, Macedonia</td>
<td>5/12</td>
<td>12/14</td>
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<tr>
<td>4) Analyse if</td>
<td>Analysis</td>
<td>2</td>
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<td>5/12</td>
<td>12/14</td>
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<td>Key Activities/ Projects (SP)</td>
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</table>

and where offers for cooperation are published and possibility of their centralisation in the news section of EUROSAI website (cooperation with GT4) and where to post the guidelines for performing cooperative activities (their identification is part of task 3.1.2).

5) Find ways to present the results of cooperative audits to other SAIs. Analyse possibilities how to promote INTOSAI collaboration.

| 2 | Analysis | Czech Switzerland Macedonia | 3/12 | 11/12 | Proposal - done discussion among subgroup members | Proposals

<p>| ✔ | ✔ |</p>
<table>
<thead>
<tr>
<th>Key Activities/Projects (SP)</th>
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<td>From (MM/YY)</td>
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<td>tool (cooperation with GT4)</td>
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<tr>
<td>6a) Analyse the possibility of organising seminars: how to perform cooperative activities</td>
<td>2</td>
<td>Analysis</td>
<td>Czech Switzerland Macedonia</td>
<td>5/12</td>
<td>11/12</td>
<td>✓</td>
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<td></td>
<td></td>
<td></td>
<td>Czech Macedonia</td>
<td>5/12</td>
<td>11/12</td>
<td>✓</td>
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<td>Estonia The Netherlands</td>
<td>1/15</td>
<td>11/17</td>
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<tr>
<td>6b) Further discussion and decision about organisation of the seminar on cooperative activities</td>
<td></td>
<td></td>
<td>Czech Macedonia</td>
<td>5/12</td>
<td>11/12</td>
<td>✓</td>
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<td>Estonia The Netherlands</td>
<td>1/15</td>
<td>11/17</td>
<td>✓</td>
</tr>
<tr>
<td>7) Implement the outputs identified within the previous tasks</td>
<td>3</td>
<td>Implementation</td>
<td>Czech Macedonia</td>
<td>12/12</td>
<td>5/17</td>
<td>✓</td>
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<td>Estonia The Netherlands</td>
<td>12/12</td>
<td>5/17</td>
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Seminar organised in autumn 2017
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<tr>
<th>Key Activities/Projects (SP)</th>
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<th>Working Methods</th>
<th>Responsible SAIs</th>
<th>Timetable</th>
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<tbody>
<tr>
<td>8) Creation of the document “Lessons Learned” based on a seminar on cooperative activities</td>
<td></td>
<td></td>
<td>Czech Macedonia The Netherlands</td>
<td>1/15</td>
<td>12/17</td>
<td>Document “Lessons Learned” - realisation depends on the result of 6b)</td>
</tr>
<tr>
<td>9) Explore the possible areas for cooperative audits in future</td>
<td></td>
<td></td>
<td>Czech Lithuania Macedonia</td>
<td>1/15</td>
<td>10/15</td>
<td>List of possible areas for future cooperative audits</td>
</tr>
<tr>
<td>10) Collecting and publishing offers for cooperative audits of those SAI’s who want to have their offers collected and published</td>
<td></td>
<td></td>
<td>Czech Macedonia Estonia The Netherlands</td>
<td>1/15</td>
<td>permanently</td>
<td>List of offers for cooperative activities</td>
</tr>
<tr>
<td>11) Cooperation with EUROSAI GT1 and INTOSAI CBC Subcommittee 2 regarding cooperative</td>
<td></td>
<td></td>
<td>Czech Macedonia Estonia The Netherlands</td>
<td>1/15</td>
<td>permanently</td>
<td>Summary of activities, cooperation</td>
</tr>
<tr>
<td>Key Activities/Projects (SP)</td>
<td>Tasks</td>
<td>Priority</td>
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<td>Responsible SAIs</td>
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<tr>
<td>12) Explore possibilities for cooperation with the Contact Committee – Joint Working Group on Audit Activities</td>
<td>Czech</td>
<td>1/15</td>
<td>Slovakia (with support of the GT3 Chair concerning promotion of this activity)</td>
<td>12/15</td>
<td>5/17</td>
<td>Outcomes of the audit presented to the EUROSAI members</td>
</tr>
<tr>
<td>13) Prepare and conduct a coordinated audit on efficient management of EU funds</td>
<td>Slovak</td>
<td>1/16</td>
<td>5/17</td>
<td>Outcomes of the audit presented to the EUROSAI members</td>
<td></td>
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</tr>
<tr>
<td>14) New questionnaire on possible areas for Cooperative Audits and Needs</td>
<td>Czech</td>
<td>12/15</td>
<td>5/17</td>
<td>Firstly to check the results of the IDI global survey</td>
<td>Done with in the seminar</td>
<td></td>
</tr>
<tr>
<td>3.2.3 Support internships and staff secondments among EUROSAI member SAIs</td>
<td>Analysis</td>
<td>Austria</td>
<td>2/12</td>
<td>Summ ary of the INTOSAI activity</td>
<td></td>
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</tr>
<tr>
<td>1) Check similar INTOSAI initiatives (to avoid overlap)</td>
<td>1</td>
<td>Analysis</td>
<td>Poland</td>
<td>Proposal of questi</td>
<td></td>
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<tr>
<td>2) Prepare questions for a survey</td>
<td>Analysis of the survey, the INTOSAI</td>
<td>Poland Czech Macedonia</td>
<td>5/12</td>
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27
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<thead>
<tr>
<th>Key Activities/Projects (SP)</th>
<th>Tasks</th>
<th>Priority</th>
<th>Working Methods</th>
<th>Responsible SAIs</th>
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<th>Estimated Results and Outcomes</th>
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**Concerning co-funding, partners, willingness, best practice, barriers, length, etc. based on the potential surveys in this area conducted so far within the EUROSAI and INTOSAI.**

Launch the survey initiative and other potential issues.

3) Evaluate responses
   - Analysis of responses
   - 2
   - Czech
   - Poland
   - Macedonia
   - 10/12
   - 1/13
   - Suggestions for encouraging internships and secondments
   - √

4) Identify “marketing” methods and tools
   - Analysis
   - 3
   - Czech
   - Poland
   - Macedonia
   - 1/13
   - 5/13
   - Proposal of suitable marketing method
   - √
<table>
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<tr>
<th>Key Activities/Projects (SP)</th>
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- **5) Agree which and how the identified methods and tools should be introduced in the next task**
  - **From (MM/YY)**: 5/13
  - **To (MM/YY)**: 5/14
  - **Estimated Results and Outcomes**: List of methods and tools leading to an increased number of participating EUROS AI members

- **6) Prepare a booklet on EUROSAI member SAIs’ experience, good practices and success stories in organising internships and staff secondments**
  - **From (MM/YY)**: 11/14
  - **To (MM/YY)**: 5/16
  - **Estimated Results and Outcomes**: The booklet prepared and added as an annex to the resolution of the EUROSAI Governing Board (activity 7)
<table>
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<tr>
<th>Key Activities/Projects (SP)</th>
<th>Tasks</th>
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<th>Working Methods</th>
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<th>Timetable</th>
<th>Estimated Results and Outcomes</th>
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<tbody>
<tr>
<td>7) Prepare a resolution for the adoption by the EUROSAI Governing Board supporting and encouraging member SAIs to organise internships and staff secondments</td>
<td>Consultation s, analysis, drafting</td>
<td>Poland Czech Macedonia</td>
<td>11/14</td>
<td>5/17</td>
<td>The resolution adopted at the 46th meeting of the EUROSAI Governing Board</td>
<td></td>
</tr>
<tr>
<td>8) Increase general awareness among EUROSAI member SAIs on benefits of internships and staff secondments</td>
<td>Promotion activities, reporting, dissemination of materials, implementation</td>
<td>Poland Czech Macedonia</td>
<td>01/15</td>
<td>5/17</td>
<td>1) Information on benefits of internship and staff secondments disseminated regularly among EUROSAI member SAIs 2) Possibilities of external funding of internship</td>
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<tr>
<td>Key Activities/Projects (SP)</td>
<td>Tasks</td>
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<td>Working Methods</td>
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<td>Timetable</td>
<td>Estimated Results and Outcomes</td>
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<td>From (MM/YY) To (MM/YY)</td>
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| 9) Implement the outputs identified within the previous task | 3     | Implementation | Czech Poland Macedonia | 6/14 5/17 |           | Increased number of participating EUROSAI members |
|                                                           |       |                |                         |           |           | Updated list of methods and tools to be used       |
| 3.2.4 Gather knowledge, identify good | 1     | GT3            | 2014 2017               |           |           | Number of knowledge, good                         |

s and staff secondments investigated and information of this disseminated among EUROSAI member SAIs.
Information on internships and staff secondments included in reports for the EUROSAI Congress.
<table>
<thead>
<tr>
<th>Key Activities/Projects (SP)</th>
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<th>Working Methods</th>
<th>Responsible SAIs</th>
<th>Timetable</th>
<th>Estimated Results and Outcomes</th>
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<tr>
<td>practices and develop guidance material to support work of EUROSAI members</td>
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</table>

**Implementation strategy (SP): 3.3 Enhance cooperation within INTOSAI**

3.3.1 Cooperate with INTOSAI bodies, working groups, task forces and/or committees

- Number of cooperation projects/activities with INTOSAI bodies, working groups, tasks forces and/or committees

3.3.2 Cooperate with INTOSAI Regional Working Groups (ASOSAI, OLACEFS, ARABOSAI, AFROSAI and others when relevant)

- Number of cooperation projects/activities with INTOSAI Regional Working Groups

**Implementation strategy (SP): 3.4 Enhance cooperation with external partners**

3.4.1 Cooperate with external institutional and non-institutional partners where they are considered to have particular expertise or

1) Identify existing forms of collaboration and possible partners in cooperation with WGs, Committees

- Contact Chairs of WGs, Committees and Tasks Forces asking for this information

- List of existing forms of cooperation and List of

- Number of cooperation activities with external partners

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32
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<thead>
<tr>
<th>Key Activities/Projects (SP)</th>
<th>Tasks</th>
<th>Priority</th>
<th>Working Methods</th>
<th>Responsible SAI(s)</th>
<th>Timetable</th>
<th>Estimated Results and Outcomes</th>
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pursue matters useful to EUROSAI in its work
and Tasks Forces Chairs

SP= Strategic Plan

The EUROSAI Secretariat (Spain) is ready to support the activities of GT3 connected to training, cooperation, financial issues, EUROSAI website and EUROSAI publications.

Annexe to the 3.1.3.

Organise training events/knowledge sharing seminars to share experience and knowledge according to the needs identified within EUROSAI.
## Overview of the Training Activities

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<tbody>
<tr>
<td>1a) Organise EUROSAI WGEA seminars on an environmental topic</td>
<td>1</td>
<td>Part of WGEA Secretariat’s regular activity which includes evaluation and reporting of seminar</td>
<td>WGEA Chair</td>
<td>5/12</td>
<td>5/17</td>
<td>Seminar on ecosystem sustainable fisheries and forestry organised on 15-16 May 2012 in Oslo, Norway and evaluated</td>
<td>Seminar on auditing water management in Europe organised on 23-24 April 2013 in Oslo, Norway and evaluated</td>
<td>Seminar on Environment al Issues associated with infrastructur e organised on 6 October 2014 in Vilnius, Lithuania and evaluated</td>
<td>Seminar on auditing energy issues organised on 23-24 April 2015 in Tallinn, Estonia and evaluated</td>
<td>Seminar on auditing agriculture organised on 5 October 2015 in St. Julian’s, Malta and evaluated</td>
<td>Seminar on waste recycling organised on 28-29 April in Tallinn, Estonia</td>
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<tr>
<td>1b) Organise WGEA annual meetings</td>
<td>1</td>
<td>Part of WGEA Secretariat’s regular activity which includes evaluation and reporting of seminar</td>
<td>WGEA Chair</td>
<td>10/12</td>
<td>10/17</td>
<td>Meeting on sustainable development and environmental data organised on 23-25 October 2012 on Cyprus</td>
<td>Meeting on sustainable land use assessing validity and reliability in quantitative and qualitative analyses organised on 15-17 October 2013 in Prague, the Czech Republic</td>
<td>Annual meeting organised on 7-9 October 2014 in Vilnius, Lithuania</td>
<td>13th Annual Meeting organised on 6-8 October 2015 in St. Julian’s, Malta. The main topics of the meeting were industrial waste and chemicals and reaching the stakeholders</td>
<td>15th Annual Meeting will be organised on 11-13 October in Albania</td>
<td></td>
</tr>
<tr>
<td>2a) Organise EUROSAI WGIT seminars on IT topics</td>
<td>1</td>
<td>Part of WGIT Secretariat’s regular activity which includes evaluation and reporting of seminar</td>
<td></td>
<td>2/12</td>
<td>5/17</td>
<td>Training course on COBIT 5 focused on auditing the production environment of biometric passports</td>
<td>IT Symposium organised in cooperation with the SAI of Germany on 13-14 March 2014 in Potsdam,</td>
<td>IT Self-assessment organised on 24 March 2015 in Bern, Switzerland and evaluated</td>
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<tr>
<td>2b) Organise meetings of EUROSAI WGIT</td>
<td>1</td>
<td>Part of WGIT Secretariat’s regular activity which includes evaluation and reporting of seminar</td>
<td>WGIT Chair</td>
<td>2/13</td>
<td>2/17</td>
<td>Annual meeting organised on 18-19 February 2013 in Paris, France</td>
<td>Annual meeting organised on 11-12 March 2014 in Berlin/Potsdam, Germany</td>
<td>10th Meeting of the EUROSAI IT Working Group organised on 1-2 July 2015 in Warsaw, Poland</td>
<td>11 meeting of WGIT organised on 1-3 June in Prague, Czech Republic</td>
<td></td>
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</tr>
<tr>
<td>3a) Organise EUROSAI TFA&amp;E seminars</td>
<td>1</td>
<td>Part of TFA&amp;E Secretariat’s regular activity which includes issue, invitations, organise logistics, etc.</td>
<td></td>
<td>9/13</td>
<td>5/17</td>
<td>Seminar to discuss SAIs activities in the field of promoting ethical conduct in public organisations through the</td>
<td>Seminar on enhancing ethics in Supreme Audit Institutions organised on 29-30 January 2014 in Lisbon,</td>
<td>Seminar on Methods and measuring tools to audit ethics organised on 26-27 November 2015 in Ankara,</td>
<td></td>
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</tr>
<tr>
<td>3b) Organise meetings of EUROSAI Task Force on Audit &amp; Ethics</td>
<td>1</td>
<td>Part of TFA&amp;E secretariat’s regular activity</td>
<td>TFA&amp;E Chair</td>
<td>12/12</td>
<td>2/17</td>
<td>Meeting of the EUROSAI TFA&amp;E organised on 7 December 2012 in Lisbon, Portugal</td>
<td>Meeting of the TFA&amp;E organised on 4-5 April 2013 in Dubrovnik, Croatia</td>
<td>Meeting of the TFA&amp;E was organised on 18 September 2013 in Luxembourg and a evaluated</td>
<td>Portugal and evaluated</td>
<td>Turkey and evaluated</td>
<td>Annual meeting of the TF&amp;E organised on 20-21 April 2015 in Rome, Italy</td>
</tr>
<tr>
<td>4a) Organise EUROSAI Task Force/ Working Group seminars on the Audit of Funds Allocated to Disasters and Catastrophes</td>
<td>1</td>
<td>Part of TF Secretariat’s regular activity which includes issue, invitations, organise logistics, etc.</td>
<td>2/12</td>
<td>2/17</td>
<td>Luxembourg</td>
<td>Seminar on best practise of audits of funds allocated to prevention and consequence elimination of disasters and catastrophes was organised on 26 March 2013 in Sofia, Bulgaria</td>
<td>Seminar on implementation and use issues of new INTOSAI Standards (ISSAI 5500-5599) organised on 15 May 2014 in Warsaw, Poland</td>
<td>Seminar on Experience of development and possibility for Supreme Audit Institutions to implement international standards ISSAI 5500 series - Guidelines on Audit of Disaster-related Aid organised on 20-21 October 2015 in Ankara, Turkey and evaluated</td>
<td>Seminar on Practical implementation of ISSAIs 5500-5599 “Guidelines on Audit of disaster-related aid”: risks of fraud and corruption, using new methods of data acquisition organised on 6 April 2016 in Baku, Azerbaijan</td>
<td>Seminar (the topic is being identified) will be organised on 30 March 2017 in Rome, Italy</td>
<td></td>
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</table>

| 4b) Organise annual meetings of Task Force on | 1 | Part of TF secretariat’s regular activity | WGD&C Chair | 4/12 | 5/17 | Luxembourg | Meeting of the EUROSAI | Meeting of the EUROSAI | Meeting of the EUROSAI | I Annual Meeting of WGD&C | II Annual Meeting of WGD&C | III Annual Meeting will be
<table>
<thead>
<tr>
<th>Issue</th>
<th>Task Force on the Audit of Funds Allocated to Disasters and Catastrophes was held on March 21-23, 2012, in Wroclaw, Poland</th>
<th>on the Audit of Funds Allocated to Disasters and Catastrophes was held on 26-27 March 2013 in Sofia, Bulgaria</th>
<th>on the Audit of Funds Allocated to Disasters and Catastrophes organised on 15-16 June 2014 in Warsaw, Poland</th>
<th>on the Audit of Funds Allocated to Disasters and Catastrophes organised on 5 February 2015 in Luxembourg</th>
<th>organised on 7 April 2016 in Baku, Azerbaijan</th>
<th>organised on 31 March in Rome, Italy</th>
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<tbody>
<tr>
<td>5) Organise a seminar on application of software tools in audit</td>
<td>1</td>
<td>Issue questionnaire, invitations, contact presenters, organise logistics, etc.</td>
<td>SAI of the Czech Republic</td>
<td>9/12</td>
<td>9/12</td>
<td>Seminar organised on 17-20 September 2012 in Prague, the Czech Republic and evaluated</td>
</tr>
<tr>
<td>6) Organisation of 3i management workshop</td>
<td>1</td>
<td>Issue invitations, contact presenters,</td>
<td>IDI-EUROSAI</td>
<td>3/13</td>
<td>3/13</td>
<td>Seminar organised on 11-13 March 2013 in</td>
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<tr>
<td></td>
<td>Organisation of the seminar “Using the Performance Audit Guidelines (ISSAI 300, 3000 and 3100) to improve Performance Audit in SAIs”</td>
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<td>Sarajevo, Bosnia and Herzegovina and evaluated</td>
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<td>7)</td>
<td>Issue invitations, contact presenters, organise logistics, etc.</td>
<td>GT2 Chair</td>
<td>12/13</td>
<td>Seminar organised on 4-5 December 2013 in Bonn, Germany and evaluated</td>
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<tr>
<th></th>
<th>Organisation of the seminar on the independence of SAIs</th>
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<tr>
<td>8)</td>
<td>Issue invitations, contact presenters, organise logistics, etc.</td>
<td>GT1 (co-chaired by the SAIs of France and Hungary)</td>
<td>2014</td>
<td>Seminar on the independenc organised on 28 March 2014 in Budapest, Hungary and evaluated</td>
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<th>Organisation of the seminar on</th>
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<tr>
<td>9)</td>
<td>Issue invitations, contact</td>
<td>SAI of the Czech Republic</td>
<td>2014</td>
<td>Seminar organised on 5-6 June</td>
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<td></td>
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<td>2014</td>
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<tr>
<td>Communication, PR and media issues</td>
<td>presenters, organise logistics, etc.</td>
<td>2014 in Prague, the Czech Republic and evaluated</td>
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<tr>
<td>10) Organisation of the seminar on audit of the State Budget Revenues – Exchange of experience, main issues and best practices</td>
<td>Issue invitations, contact presenters, logistics, etc.</td>
<td>SAI of the Czech Republic</td>
<td>2014</td>
<td>2014</td>
</tr>
<tr>
<td>11) Organisation of the seminar on using the ISSAI on compliance audit</td>
<td>Issue invitations, contact presenters, organise logistics, etc.</td>
<td>SAI of Lithuania</td>
<td>10/14</td>
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</tr>
<tr>
<td>12) Organisation of the seminar on Open Data</td>
<td>Issue invitations, contact presenters, organise</td>
<td>SAI of the Netherlands</td>
<td>11/15</td>
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<td>Seminar organised on 26-27 November 2015 in the</td>
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<td>No.</td>
<td>Organisation of the seminar</td>
<td>Issue</td>
<td>SAI</td>
<td>Year 1</td>
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<td>13)</td>
<td>Organisation of the seminar on Municipality Audit</td>
<td>Issue invitations, contact presenters, organise logistics, etc.</td>
<td>SAI of Lithuania</td>
<td>2016</td>
</tr>
<tr>
<td>14)</td>
<td>TF A&amp;E/GT1</td>
<td>Conference on the importance of ethics and integrity for SAIs</td>
<td>SAI of Hungary, Portugal, the Netherlands</td>
<td>2016</td>
</tr>
<tr>
<td>15)</td>
<td>Organisation of the seminar “Implementation of the ISSAI 300 - Fundamental Principles of Performance Auditing - experience and</td>
<td>Issue invitations, contact presenters, organise logistics, etc.</td>
<td>SAI of Slovakia</td>
<td>2017</td>
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<tr>
<td>Best practice</td>
<td>16) Organisation of the EUROSAI-ECIIA Joint seminar on relations SAIs – internal auditors in public sector</td>
<td>1</td>
<td>Issue invitations, contact presenters, organise logistics, etc.</td>
<td>GT2/ Belgium</td>
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<tr>
<td>17) Organisation of the seminar on cooperative activities</td>
<td>1</td>
<td>Issue invitations, contact presenters, organise logistics, etc.</td>
<td>SAI of the Czech Republic</td>
<td>2017</td>
</tr>
<tr>
<td>18a) Organise meetings of EUROSAI Task Force on Municipality Audit</td>
<td>1</td>
<td>Part of TFMA Secretariat’s regular Issue invitations, contact presenters, organise logistics, etc. activity</td>
<td>SAI of Lithuania</td>
<td>2017</td>
</tr>
<tr>
<td>18b) Organise seminars of EUROSAI Task Force on Municipality Audit</td>
<td>1</td>
<td>Issue invitations, contact presenters, organise logistics, etc. activity</td>
<td>SAI of Lithuania</td>
<td>2017</td>
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