

## **2018 PAS MEETING HANDBOOK**

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## Meeting agenda

Day 1, 18 April 2018

Time	Agenda item # day1	Agenda item description	Presenter/ Moderator	Item support reading
09:00-09:15	1-A	<b>Welcome</b> By the President of the State Audit Office of Hungary (SAO)	Mr László Domokos, President SAO	
09:15-09:30	1-B	<b>Presentation of the agenda</b> By the PAS Chair	Mr Jan Roar Beckstrom	
09:30-10:00	1-C	<b>Brief introductions</b>	All participants	
10:00-10:30	1-D	<b>The relationship between evaluation and performance audit</b> Introduction by the Working Group on Evaluation of Public Policies and Programs (WGEPPP) Chair	Mr Nicolas Brunner, Cour des comptes, France	<a href="#">WGEPPP-home</a> <a href="#">INTOSAI-GOV-9400</a>
10:30-10:45	Coffee break			
10:45-11:00	1-D	<b>Evaluation and performance audit</b> Thoughts from the PAS Chair	Mr Jan Roar Beckstrom	
11:00-12:00	1-D	<b>Discussion: Evaluation versus performance audit</b> - Potential benefits of establishing a closer dialogue between the WGEPPP and the PAS	Mr Jan Roar Beckstrom	
12:00-12:15	1-E	<b>Group photo</b>	All participants	
12:15-13:30	Lunch at Restaurant VígVarjú Étterem: <a href="#">VígVarjú-EN</a>			
13:30-14:45	1-F	<b>The Strategic Development Plan (SDP) for the INTOSAI Framework of Professional Pronouncements (IFPP) - procedures, the role of the Forum for INTOSAI Professional Pronouncements (FIPP), SDP revisions, the next SDP</b> Introduction by the Professional Standards Committee, discussion	Mr Geoffrey Simpson, Director European Court of Auditors and PSC Vice-Chair	<a href="#">Original SDP-IFPP</a> <a href="#">Revised-SDP-IFPP</a> <a href="#">About-FIPP</a> <a href="#">IFPP-FAQs</a>
14:45-15:00	Coffee break			
15:00-15:45	1-F	<b>Update on projects and PAS involvement in the SDP for the IFPP 2017-2019</b> Presentation by PAS Secretariat	Ms Hege Larsen	
15:45-16:30	1-F	<b>SDP discussion: future PAS participation, project proposals for the next SDP</b>	Mr Jan Roar Beckstrom	
16:30	End of day 1			

**Day 2, 19 April 2018**

Time	Agenda item # day2	Agenda item description	Presenter/ Moderator	Item support reading
09:00-09:30	2-A	<b>Initiatives in data science</b> Presentations by: <ul style="list-style-type: none"> <li>- TCU Brazil</li> <li>- UK National Audit Office</li> <li>- Netherlands Court of Audit</li> </ul>	Mr Dagomar Henriques Lima, Dr Andy Fisher, Mr Frank van den Broek	
09:30-10:00	2-A	<b>Discussion in groups: Introducing data science in performance audit</b>	3 groups	
10:00-10:30	2-A	<b>Summing up group discussion</b>	Mr Jan Roar Beckstrom	
10:30-10:45	Coffee break			
10:45-12:00	2-B	<b>Sustainable Development Goals:</b> <ul style="list-style-type: none"> <li>- Whole of Government Approach - Brazilian experience</li> <li>- PAS involvement in crosscutting priority 2 of the INTOSAI Strategic Plan</li> </ul>	Mr Dagomar Henriques Lima  Mr Jan Roar Beckstrom	<a href="#">INTOSAI-Strategic-Plan-2017-2022</a>  <a href="#">IDI-Auditing-SDGs</a>
12:00-13:00	Lunch at Restaurant VígVarjú Étterem: <a href="#">VígVarjú-EN</a>			
13:00-14:15	2-C	<b>Collaboration between the PAS and the INTOSAI Development Initiative (IDI) on implementation of the ISSAI 3000 series:</b> <ul style="list-style-type: none"> <li>- Presentation by IDI</li> <li>- Introduction and points for discussion, by PAS Secretariat</li> </ul>	Ms Jade Quarrell  Ms Hege Larsen	<a href="#">IDI-home</a>
14:15-14:30	Coffee break			
14:30-15:30	2-D	<b>Other business, items list:</b> <ul style="list-style-type: none"> <li>- Revised Terms of Reference</li> <li>- PAS Work Plan</li> <li>- Teamwork.com</li> <li>- Decisions from last meeting</li> <li>- Evaluation of the agenda</li> <li>- Hosting 2019 meeting</li> </ul>	Mr Jan Roar Beckstrom	<a href="#">teamwork.com-projects</a>
15:30-15:45	2-E	<b>Closing remarks</b>	PAS Chair	
15:45	End of meeting			

## **Social programme**

### **17 April: Cocktail reception 19:00-21:00: [Deák Palota](#)**

A member of the organizing team will meet you in the lobby of the Hotel Mercure Budapest City Centre **18:40** and the lobby of the Hotel Ibis Budapest Centrum **18:30** to take you to the Deák Palota.

Dress code: business casual.

### **18 April: Dinner and river cruise on the Danube 18:30-21:00**

#### **Important notice:**

The cruise starts precisely at 18:30.

Please meet in the hotel lobby of hotels Mercure City Centre at **18:00** or Ibis Budapest Centrum **17:45**, where a member of the organizing team will meet you and take you to the river port.

Dress code: business casual.

**Participant list**

Name	Country	Organisation name	Job title	Email
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<b>Observers and speakers</b>				
Jade Quarrell	IDI	INTOSAI Development Initiative	Capacity Development Manager	<a href="mailto:jade.quarrell@idi.no">jade.quarrell@idi.no</a>
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## Work plan for the INTOSAI Performance Audit Subcommittee (PAS), 2017-2019

In the period 2017-2019, the Performance Audit Subcommittee will:

**1. Support the implementation of the new ISSAI 3000 series.**

In close cooperation with the INTOSAI Development Initiative (IDI).

**2. Work with the PSC/FIPP on realizing the “Strategic Development Plan for the INTOSAI Framework of Professional Pronouncements 2017–2019”.**

Active participation in relevant SDP projects by all PAS members.

**3. Work with the INTOSAI Chair on realizing “Crosscutting Priority 2” in the INTOSAI Strategic Plan.**

Contributing to the follow-up and review of the Strategic Development Goals within the context of each nation’s specific sustainable development efforts and SAIs’ individual mandates (from the INTOSAI Strategic Plan).

**4. Be an arena for sharing good practice in performance audit.**

The PAS will be an arena where best practices and innovative approaches for performance audit are debated and shared.



## **Terms of Reference of the Performance Audit Subcommittee (PAS)**

*Revised 2018 (draft version 4 April 2018)*

### **Mandate**

The Professional Standards Committee (PSC) created the Performance Audit Subcommittee (PAS) in September 2005. The INTOSAI Governing Board approved the establishment of the Subcommittee at their 54<sup>th</sup> meeting 10-11 November 2005. The approval included the following mandate for the subcommittee:

- Disseminate the INTOSAI Implementation Guidelines for Performance Auditing
- Develop standards and guidelines for performance auditing on the basis of the current INTOSAI Implementation Guidelines for Performance Auditing
- Monitor the development and reforms of the public sector and continuously assess the consequences for performance auditing
- Monitor the development of relevant theories, methods, evaluations, etc. at universities and research centres, and continuously assess the relevance
- Identify needs among Supreme Audit Institutions (SAIs) for additional guidance.

The overall strategies of the PAS are recorded in a triennial work plan, which corresponds with the INCOSAI cycles and is approved by consensus at the first PAS meeting after the INCOSAI. The Terms of Reference of the INTOSAI Professional Standards Committee (PSC) covers in detail the work of its subcommittees (including the PAS) in annex 2, which has been copied and included as annex 1 in this document.

### **Language**

The working language of the subcommittee is English.

### **Membership**

The Performance Audit Subcommittee currently has 26 members (April 2018): Norway (Chair), Australia, Austria, Brazil, Canada, Denmark, European Court of Auditors (ECA), France, Georgia, Germany, Guyana, Hungary, India, Iran, Kiribati, Netherlands, Peru, Romania, Russia, Saudi Arabia, Slovenia, South Africa, Sweden, Tunisia, United Kingdom, United States of America. Observers are AFROSAI-E, the INTOSAI Development Initiative (IDI) and the Institute of Internal Auditors (IIA).

### **Appointment of new members**

Originally, members of the PAS were appointed by the INTOSAI regional working groups (one SAI from each region) and supplemented by other SAIs with special interest and expertise in performance audit. Currently, members may be appointed on request to the Chair. The Chair presupposes that members commit to taking an active role in the work of the subcommittee, and are willing to contribute to tasks in line with the PAS work plan.

### **The Role of the Subcommittee Chair**

The Chair is responsible for coordinating all matters related to the Subcommittee, and for ensuring quality and transparency in its work. The Chair is also responsible for facilitating internal and external communication, mainly through the website operated by the PSC, but should also make sure that the INTOSAI webpage is updated with accurate PAS contact information at all times. The Chair attends the annual PSC Steering Committee meeting on behalf of the PAS. In case of any new documents produced, the Chair brings those before the Governing Board and INCOSAI for approval, in line with Due Process.

### **Reporting**

The Chair reports on PAS activities to the PSC on request and before Governing Board meetings. PAS members participating in projects and other activities on behalf of the PAS need to report regularly and keep the PAS Chair/Secretariat updated on developments. To be able to coordinate and report on PAS involvement in all INTOSAI projects, the PAS Chair must be kept informed about project status, degree of involvement of PAS members, deadlines, progress and drafts.

### **Voting**

If there is a need to vote over an issue, subcommittee members are entitled to one vote each. Membership is defined by SAI, which means that SAI X = 1 member = 1 vote. All issues are decided by a simple majority rule. Observers do not have voting rights.

### **Meetings**

PAS` annual meetings are hosted by different SAIs each year. The Chair welcomes initiatives by members to offer to host meetings. Alternatively, the Chair will approach member SAIs directly to request their willingness to host. Ideally, meetings should be distributed geographically to reflect the global nature of PAS as an INTOSAI committee.

### **Funding and arrangements in relation to annual meetings**

For annual meetings, members cover their own travel and accommodation expenses and are responsible for making their own travel arrangements (booking hotels, flights and transport). Hosts cover all expenses related to the event itself, including venue, meals (lunches during meeting days, dinner on day 1 of the meeting, coffee breaks). In addition, hosts may cover a welcome drinks reception and a social programme if desired, but such events are at the discretion of the host. Hosts are normally not expected to arrange and cover costs for travelling to and from the airport. Exceptions may be in special cases, such as for security reasons, or if desired by the host. A meeting venue should however be conveniently located to avoid unnecessary travel costs.

### **Communication between meetings**

Besides annual meetings, the subcommittee communicates via email correspondence, the PAS website, video or phone conferences and suitable forms of electronic communication.

### **Terms of Reference document updates and revision**

This document should be updated regularly, and revised every 6 years.

**Annex 1 (from PSC Terms of Reference Annex 2, on the work of subcommittees and project groups):**

**Subcommittees and Project Groups**

- Providing technical expertise in the main types of audits defined by the INTOSAI to PSC and other INTOSAI bodies` projects.
- Preparing initial assessments for new pronouncements.
- Developing project proposals for the development of new pronouncements based on a thorough initial assessment.
- Participating in projects included in the Strategic Development Plan for the INTOSAI Framework of Professional Pronouncements (SDP for the IFPP) that are led by other INTOSAI groups.
- Applying the appropriate quality processes to the development of the pronouncements, according to the pertinent provisions of the Due Process.
- Proposing the inclusion of new projects in the strategic development plan.
- Preparing drafts of new pronouncements for submission to the FIPP.
- Seeking guidance from FIPP during the initiation and development of a project, whenever necessary.
- Seeking guidance from the PSC Chair or the PSC Steering Committee for alignment of a project to the INTOSAI`s strategic goals and priorities or whenever necessary.
- Deciding to publish preliminary drafts on the ISSAI website for information or in order to encourage input to the work.
- Exposing the drafts of pronouncements approved by FIPP to INTOSAI members and other stakeholders.
- Notifying all INTOSAI members and other relevant stakeholders of the exposure periods.
- Collecting and analysing the comments received during the exposure period, exercising judgement to accommodate all relevant considerations.
- Forwarding the comments and the Subcommittee`s considerations to the FIPP.

- Considering, in conjunction with FIPP, if the changes in the draft require re-exposure.
- Arrange that the endorsement versions be translated into the INTOSAI official languages.
- Supplementing the report made by the Committee Chair to the Governing Board with an oral presentation about endorsement versions of pronouncements, whenever necessary.
- Preparing executive summaries about new pronouncements for publication on the INTOSAI website.
- Deciding on maintenance frequency for each professional pronouncement produced by the subcommittee.
- Following-up and maintaining the pronouncements.
- Proposing editorial changes to professional pronouncements.
- Developing a version of a revised pronouncement, explaining the reasons for the proposed changes and forwarding the final document for approval by FIPP.
- Proposing and justifying withdrawals of professional pronouncements.

**Subcommittee`s Chairs (with regard to their capacity as integral part of the PSC)**

- Participating in the PSC Steering Committee meetings.
- Presenting annual reports to the PSC Steering Committee.
- Preparing and updating the subcommittee`s Terms of Reference for submission to the PSC Chair and the Governing Board.
- Keeping contact with the PSC Chair.
- Keeping contact with the FIPP Chair.
- Informing the PSC Chair and the INTOSAI General Secretariat about the membership of the PSC subcommittee and updating this information whenever necessary.
- Informing the SAI Members that comprise the Subcommittee on its webpage.
- Presenting the Subcommittee`s part of the PSC report to the Governing Board.

**Subcommittee`s Chairs (with regard to the subcommittees)**

- Coordinating all activities of the subcommittee.
- Chairing the subcommittee meeting.

- Circulating drafts of subcommittee`s documents among members for internal approval.
- Managing the subcommittee`s webpage in the PSC website.

**Subcommittee`s members**

- Participating in the approval of subcommittee`s terms of reference, work plans, progress reports and other subcommittee`s documents.
- Participating in the development of projects.
- Participating in the writing of new documents and revision of existing ones.
- Participating in the full Committee and subcommittee meetings.

## Practical information

### Meeting venue

Headquarters of the State Audit Office of Hungary (H-1052 Budapest, Apáczai Csere János utca 10.)

### Meeting language

English

### Hotels recommended by the host, SAO of Hungary

- Hotel Mercure Budapest City Centre (H-1052 Budapest, Váci utca 20.). It is located in a five-minute walking distance from the Headquarters of the State Audit Office of Hungary.
- Hotel Ibis Budapest Centrum (H-1092 Budapest, Ráday utca 6.). It is located within 2 km from the Headquarters of the State Audit Office of Hungary. You can reach the office building by public transport within 15 minutes (bus no. 9, metro line M3, or tram no. 47 or 49 from Kálvin tér to Deák tér).

### Cocktail reception on Tuesday 17 April

Welcome reception at 19:00 in Deák Palota (H-1052 Budapest, Deák Ferenc utca 15.). It is within walking distance from Hotel Mercure Budapest City Centre. From Hotel Ibis Budapest Centrum, it can be reached within 15 minutes by public transport. A member of the organizing team will meet you in the lobby of the two hotels (in Hotel Mercure Budapest City Centre at 18:40, while in Hotel Ibis Budapest Centrum at 18:30). Dress code: business casual.

## Meals

- Some light snacks will be served at the Cocktail reception on Tuesday 17 April
- Lunch will be served both days of the meeting (on 18 and 19 April) in a restaurant near the meeting venue (VígVarjú Restaurant – H-1051 Budapest, Vigadó tér 2.)
- Dinner will be served on Wednesday 18 April. The dinner is to be linked to the social programme, which is a river cruise on the Danube. The cruise will start at 18:30. A member of the organizing team will meet you in the lobby of the two hotels and take you to the river port (in Hotel Mercure Budapest City Centre at 18:00, while in Hotel Ibis Budapest Centrum at 17:45). The cruise will last around 2.5 hours. Dress code: business casual.



## Transportation from the airport to the hotel

- *By taxi:* The official taxi service provider of Budapest Airport is Főtaxi. A ride to the city center should typically cost around HUF 6500 (EUR 22) depending on traffic conditions. Official taxis in Budapest are yellow.



- *By public transport:*
  - To Hotel Mercure Budapest City Centre
    - 200E

From 4:00 a.m. to 11:00 p.m., bus number 200E commutes between Terminal 2 and the Kőbánya-Kispest metro terminal. From Kőbánya-Kispest you can take metro line M3 towards Újpest-Központ to reach Ferenciek tere, which is within a 5-minute walking distance to your hotel.
    - 100E

There is a direct bus line connecting the airport with the city center, which takes you to Deák Ferenc tér, which is also within a walking distance from Hotel Mercure Budapest City Centre. A special ticket must be purchased for bus 100E for HUF 900 (EUR 3) – other tickets are not valid for this service. The bus operates between 5:00 a.m. and 0:30 a.m.
  - To Hotel Ibis Budapest Centrum
    - 200E

From 4:00 a.m. to 11:00 p.m., bus number 200E commutes between Terminal 2 and the Kőbánya-Kispest metro terminal. From Kőbánya-Kispest you can take metro line M3 towards Újpest-Központ to reach Kálvin tér, which is nearby your hotel.
    - 100E

There is a direct bus line connecting the airport with the city center, which takes you to Kálvin tér, which is nearby your hotel. A special ticket must be purchased for bus 100E for HUF 900 (EUR 3) – other tickets are not valid for this service. The bus operates between 5:00 a.m. and 0:30 a.m.

Tickets for public transport can be bought at the ticket vending machines: the one-way through-ticket costs HUF 350 (EUR 1.2). Tickets bought on the bus from the driver costs HUF 450 (EUR 1.5). For more information about the public transportation of Budapest and the

timetable of buses, see [www.bkk.hu/en](http://www.bkk.hu/en). At the Tourist Information – Budapest Info Point counters located at the airport on the arrivals level, Budapest Cards (for 24, 48 and 72 hours) are also available, which, among others, offer unlimited use of public transportation.

You can find more information about transport options between the airport and the city centre at [www.bud.hu/en/passengers/transport](http://www.bud.hu/en/passengers/transport).

#### **Transportation from railway stations to the hotel**

- *To Hotel Mercure Budapest City Centre:* From Déli and Keleti pályaudvar railway stations via metro line M2, while from Nyugati pályaudvar railway station via metro line M3 you can easily reach Deák tér which is within a 5-minute walking distance to the hotel.
- *To Hotel Ibis Budapest Centrum:* From Keleti pályaudvar railway station you can take metro line M4 to reach Kálvin tér, which is nearby your hotel. From Déli pályaudvar railway station you shall take metro line M2 until Astoria which is within a 5-minute walking distance to the hotel. From Nyugati pályaudvar railway station you can take metro line M3 to reach Kálvin tér.

#### **Contact information**

For any questions regarding the PAS meeting, please do not hesitate to contact

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#### **Budapest facts**

- Population: 1.7 million
- Currency: Hungarian Forint (HUF), 1 EUR~310 HUF
- Power: 230 V - power plug/electrical outlet type C and F:  
[worldstandards.eu/electricity/plug-voltage-by-country/](http://worldstandards.eu/electricity/plug-voltage-by-country/)
- Time zone: GMT +1
- Average temperature in April: approximately 15 °C.

- Drinking water: tap water is normally safe and healthy to drink.
- Airport: Budapest Airport (20 km from the city centre). [www.bud.hu/en](http://www.bud.hu/en)
- Tourist information of Budapest: [www.budapest.com/en](http://www.budapest.com/en)
- Things to do in Budapest: [www.likealocalguide.com/budapest/things-to-do](http://www.likealocalguide.com/budapest/things-to-do)