

**Terms of Reference for the EUROSAI Project Group for “Travelling Club of experts”****1. General provisions**

**1.1 Name of the Project Group/Network:** Travelling Club of experts

**1.2 Background and objective of the Project Group/Network:**

**Background:**

- When becoming members of EUROSAI GB, Lithuanian NAO proposed an idea to foster cooperation among experts on various topics from different SAIs’. The idea was to promote cooperation according to specific interests.
- On the 5<sup>th</sup> EUROSAI SG1 meeting members of parallel brainstorming session on Club of experts, moderated by Lithuanian NAO, strongly agreed that the idea to foster auditors to change knowledge based on common interests in an informal way should be developed further on. SAI Israel proposed an idea to establish a travelling webinar- each year SAIs will decide on an annual broad topic, and every 3 months one volunteering SAI will organize a webinar dealing with an aspect of this topic. Those two Ideas were merged into one PG - Travelling Club of experts. In order to enrich the knowledge of the auditors that will participate in the club of experts, various webinars will be organized by different SAIs on relevant topics.

**Objective:**

- To foster an informal professional cooperation among auditors on audit, audit methodology related topics, that aren’t covered by EUROSAI working groups, networks, project groups, or other activities, and to engage a larger number of SAIs to be involved in EUROSAI's activities- on the auditors level.

*We are not aiming at initiating joint, coordinated or parallel audits.*

**How we see it:**

- NAOL together with SAI Israel would be held as the hub of the club, that would initiate activities: organize online events/webinars, moderate discussions, actively participate in promoting Travelling club of experts among EUROSAI members.
- EUROSAI members, interested on topic, that is not included in the list of topics prepared, could reach out to Travelling club of experts and initiate discussion, and NAOL would be responsible for organizing topic related meeting by chosen working method.
- Upheld meetings should be brief, focused on one particular topic per time,

further discussions could be held (if necessary) via BIEP platform among participants.

- Meetings will be recorded. The letter of consent to use image would be sent beforehand of the event. Recording and short summary of the event would be placed in BIEP platform.

### **1.3 Link with EUROSAI Strategic Plan**

#### **1.3.1. Strategic Goal / portfolio to which is linked:**

The PG is linked to the SG1 Supporting effective, innovative and relevant audits by promoting and brokering professional cooperation.

#### **1.3.2. No duplication or overlaps with other activities of the EUROSAI Strategic Plan:**

No duplication nor overlaps have been identified, but coordination with all other EUROSAI key players.

## **2. Structural provisions**

### **2.1 Lead SAI(s):**

National Audit Office of Lithuania.

Co Leading SAI'

State Comptroller and Ombudsman office of Israel

### **2.2 Contact person(s):**

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### **Additional contacts:**

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### **2.3 Participants:**

- Auditors, other experts from interested EUROSAI members on the basis of open participation to all member/on invitation basis/any other way - as foreseen in rule 67 of the General Procedures for the ESP 2017-2024.

- Additional experts or members of other organizations could join in on specific topic.

### **3. Technical and procedural provisions**

#### **3.1 Intended Results:**

Our vision is to bring EUROSAI members closer to each other and to foster cooperation based on shared common interests maintaining informal communication. The main result – shared knowledge and experience on topics, that are not covered by other EUROSAI activities, mostly among auditors.

#### **3.2 Benefits to EUROSAI Membership:**

##### **The main benefits are:**

- Easy share of knowledge and practice among auditors on various topics.
- Topics discussed focus on areas that are not covered by other EUROSAI activities, but being important for audit community.
- Informal communication and webinars as being a main working method allows to connect larger audience.
- Main focus is to connect auditors among themselves, bring them closer, promote EUROSAI as organization and its’ usefulness to every auditor and officers, working with audit methodology and/or specific topic.
- Foster auditors’ international activity.

#### **3.3 Duration & Key Milestones:**

Duration: we expect to have activities till the end of EUROSAI Strategic plan 2017-2024 (mid 2024).

##### Key milestones:

- To have a Kick-off meeting (first webinar) on the second week of May (2022-05-09/13) held by National audit office of Lithuania and State Comptroller and Ombudsman office of Israel partnering with National audit office of United Kingdom.
- To schedule meeting calendar for upcoming 2 years on specific topics June 2022.
- Organization of webinars and/or “peer assists” every second month in 2022-2023, starting with the second week (05.09-13) of May 2022. Possible dates of activities 2022:

<u>First meeting (kick off meeting)</u>	<u>2022-05-09/13</u>
<u>Second meeting</u>	<u>2022-07-18/22</u>
<u>Third meeting</u>	<u>2022-09-12/16</u>
<u>Fourth meeting</u>	<u>2022-11-14/18</u>

- List of preferred topics to be sent to all EUROSAI members for prioritization June 2022 (after the first webinar).
- To find EUROSAI members, interested in partnering certain topics till the end of July 2022.
- Organization of first live meeting (if possible) of partnering SAIS in November-December 2022 – summarizing past year activities.
- Organization of second live meeting (if possible) of partnering SAIS in November – December 2023 – summarizing past activities.
- Preparation of brief reflection on learned lessons, information on activities (report on

held meetings, webinars, participants, key topics) – January-April 2024.

### **3.4 Working Methods:**

- E-mail, videoconferences, webinars, BIEP (or other) platform.
- “PEER assist<sup>1</sup>” – the form of meeting, when two or three SAIS’ are interviewing each other on the topic prepared beforehand, and other participants listen to it with a possibility to ask questions, share their knowledge via webinar or other platform. A peer assist is when a SAI reaches out to another SAI to find out about a specific aspect on topic.
- In-person meetings once a year among “peer assisting” SAIS’ to summarize annual activities and lessons learned.
- The main purpose is to promote direct and professional exchange and to facilitate contacts and networking. For the time being and in order to keep the administrative burden to a minimum.
- We will provide video recordings of the events and place them within BIEP envisaging them as a formal output.

### **3.5 Necessary Resources:**

#### **- Financial**

Financial support from EUROSAI for organization of 2 meetings in person among partnering SAIS’.

#### **- Other**

Human in-kind contributions from PG members and other EUROSAI members (and, if applicable, invited experts).

Participating SAIs will be asked to contribute as the operational plan is agreed.

We will use existing EUROSAI communications tools as much as possible, including the EUROSAI videoconferencing tool ‘Blackboard collaborate’ and the Benchmark and Information Exchange Portal (BIEP) among others.

### **3.6. Reference documents and materials:**

- EUROSAI Strategic Plan 2017-2024
- General Procedures for the ESP 2017-2024

## **4. Accountability provisions**

National Audit Office of Lithuania and State Comptroller and Ombudsman office of Israel will report on progress and results under SG1, following the procedure defined in the General Procedures for the ESP.

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<sup>1</sup>PEER assist – term, designed while organizing EUROSAI Project Group on COVID-19 – Workstream C2: Financial Audit: Peer assist on gaining assurance remotely on 15th of March, 2021, between UKNAO and NAOL.