

## Terms of Reference for the EUROSAI Project Group for the “Relaunch of EUROSAI’s Website”

### 1. General provisions

#### 1.1 Name of the Project Group: “Relaunch of EUROSAI’s Website”

#### 1.2 Background and objective of the Project Group:

##### Background information:

- *In April 2021, the XI Congress of EUROSAI approved the new EUROSAI Communication Framework (ECF), which recognised the importance of improving communication, not only among EUROSAI members, but also with partners and with other external audiences<sup>1</sup>.*

As stated in the 2021 ECF, the website [www.eurosai.org](http://www.eurosai.org) is one of the primary communication channels, both for internal and for external communication of EUROSAI. The website assists EUROSAI members’ auditors and disseminates news about the Organisation. It also reflects the Organisation’s public image in external audiences.

In order to implement the ECF and recognising the need to improve and increase the impact of communication for EUROSAI, it is necessary to continue the project of developing the new EUROSAI website.

The relaunch of the EUROSAI website aims to make EUROSAI activities and products more visible and accessible to the Organisation’s members, as well as to other stakeholders; and to reach out to all the EUROSAI community and encourage active participation of its members.

For the new EUROSAI website to go-live, the objective of the Project Group for the EUROSAI Strategic period 2024-2027 will be to:

- Finish the definition of the technological framework and of the functional design of the new EUROSAI website.
- Migrate content to the new EUROSAI website from the current EUROSAI website’s contents and database files. This task will be carried out and monitored in consultation with the respective “tab coordinators” (PG members).

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<sup>1</sup> More background information can be found in the Terms of Reference for the EUROSAI Project Group for the “Relaunch of EUROSAI’s Website” for the Strategic period 2021-2024.

- Quality Control of the whole new EUROSAI website (tests and checks).
- Monitor for functional and technological upgrades following the go-live of the new EUROSAI website.

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

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

The PG is linked to the "Communication Portfolio", a governance portfolio co-held by the SAIs of Spain and of the Slovak Republic.

#### **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 will be necessary to ensure that the new website meets their needs.

## **2. Structural provisions**

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

The Spanish Court of Audit (SCA), in its capacity of EUROSAI Secretariat, will lead the Project Group.

### **2.2 Contact person:**

Name and function: Guadalupe Fernández Espinosa, Director of International Relations of the Spanish Court of Audit (SCA) and Director of the EUROSAI Secretariat.

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### **2.3 Participants:**

Taking into account the nature of the project (which is not a knowledge sharing initiative, but an ad-hoc governance project) and similarly to the practice followed during the last relaunch of the existing website (which was carried out by a Task Group within Goal Team 4, during the ESP 2011-2017), participation in the PG was established on an invitation basis.

During the period 2021-2024, the Secretariat invited a small number of SAIs to join the Project Group. The criteria to invite them was their previous participation in similar endeavours, as well as the role played within EUROSAI: SAI of Israel (as then co-holder of the Communication Portfolio), SAI of the United Kingdom (as GB portfolio holder, representing EUROSAI portfolio holders), SAI of Sweden (as SG2 leader, representing EUROSAI Strategic Goals) and SAI of Estonia (as chair of the ITWG, representing EUROSAI WGs/TF). These SAIs will be joined by the SAI of the Slovak Republic (as new co-holder of the Communication Portfolio) during the EUROSAI Strategic period 2024-2027.

Additional member SAIs might be invited to join the PG in the weeks following the ToR's approval and other experts (for instance, IDI, INTOSAI Journal) could eventually be also invited to contribute to the work of this PG.

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

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

The new EUROSAI website will aim at the following features:

- A user-friendly navigation menu, for the internal audience (both the auditor's community and the international units' community) and for the external audience.
- Accessibility and operability of the website on different mobile devices.
- Valuable search engine optimisation.
- An attractive visual design.
- A full set of functionalities to address the needs derived from the characteristics of the Organisation's activities.
- Links to other EUROSAI related websites and social media tools.

The new website will offer EUROSAI key players a space to publicise their work and disseminate their results and outputs.

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

The development of a new EUROSAI website will benefit the Organisation by:

- Enhancing the exchange of experiences and sharing knowledge through improved functionalities (of current databases and other website features).
- Increasing the interest of auditors of individual SAIs and external audiences on EUROSAI and its initiatives.
- Building a positive image of the Organisation and promoting EUROSAI as a brand for its recognition internationally.
- As a result of the above, encouraging the audience's engagement in EUROSAI's activities.
- Increasing the impact of EUROSAI's activities.
- Enabling more proactive exchange of audit experience among auditors.

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

Duration: many stages of the development of the new EUROSAI website have already been completed and the new website is expected to be launched in 2025.

### **3.4 Working Methods:**

E-mail, videoconferences, in-person meetings only if and when deemed necessary and feasible.

### **3.5 Necessary Resources:**

- **Financial:** The procurement of an external company for the development of the new website was entrusted by the EUROSAI Secretary General to the technical experts of the SCA, that signed the contract as one of the parties. The SCA will anticipate the payments, and, by the end of each year, it will be reimbursed from the EUROSAI funds. Being the funds for this project already allocated in the EUROSAI budget for the period 2022-2024 the payments will not be allocated to the EUROSAI 2025-2027 budget but to the welfare fund.

Nonetheless, website evolutionary update(s) is included in Article 1.4 (chapter 1) of the budgets for the period 2025-2027, for a total amount of 15,000 euros for the triennia.

- **Other:** Human in-kind contributions from PG members and other EUROSAI members (and, if applicable, invited experts); intensive human in-kind contribution from the SCA's Secretariat's team and IT staff is also foreseen.

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

- [EUROSAI Communication Framework 2021](#)
- EUROSAI BUDGET Period 2025-2027

## **4. Accountability provisions**

The lead SAI of the Project Group (Spanish Court of Audit) will periodically report on its progress and results.