

INTERNAL AUDIT PLAN 2011

ENGAGEMENTS	OBJECTIVES
1. Audit of the Project / Programme Management Cycle	Provide assurance on the adequacy of project / programme design, monitoring and reporting controls and identify opportunities for improvements.
2. Audit of the Management & Control of UNESCO Chairs	Provide assurance on the adequacy of the management framework for the Chairs programme and identify opportunities for improvements.
3. Control Assessments of the Programme Sectors	Provide assurance and facilitate self-assessments of each Sector in support of management's 2011 assertions on internal controls.
4. Review of HRM's Classification Process	Provide assurance on the effectiveness of the process for classifying and re-classifying posts.
5. Review of the Contracting & Procurement Functions	Advise on the structures and roles of contracting and procurement to enhance efficiencies and effectiveness.
6. Audit of the Management & Control of Laissez Passers, Visas & Residence Permits	Provide assurance on the effective control of travel and residence documents issued for UNESCO personnel.
7. Audit of the Management & Control of Staff Costs Savings	Provide assurance on the adequacy of the control programme monitoring controls and identify opportunities for improvements.
8. Audit of the Membership Status of Staff Associations	Provide assurance on the membership levels and representative status of the staff associations
IT AUDITS	OBJECTIVES
1. Audit of FABS Access	Provide assurance on the adequacy of control of critical authorizations in FABS. (To consult incoming CIO)
2. SISTER	Assess the development of SISTER to ascertain whether the technical environment used is sound and can be supported and maintained in the long term. (To consult incoming CIO)
FIELD AUDITS	LOCATION
CLUSTER	
1	Kinshasa
2	Libreville
3	San Jose
4	Bamako
PROJECT	
5	ICDL Cairo
NATIONAL	
6	6Dhaka
7	Guatemala City
8	Port-au-Prince
INSTITUTE	
9	ICTP