

REPUBLIC OF CROATIA INTERNAL AUDITORS MANUAL

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INTERNAL AUDITORS MANUAL

Content

- Development of the Manual
- The Manual, version 3 – content
- The Manual, version 4 – amendments to the version 3.

INTERNAL AUDITORS MANUAL

- Development of the Manual
 - ver. I - 2004
 - ver. II - 2005
 - ver. III - 2008
 - ver. IV – in preparation phase

INTERNAL AUDITORS MANUAL

The Manual, version 3 – content

1. Purpose of the Manual
2. Normative framework for performance of internal audit in the public sector in Republic of Croatia
3. Introduction
4. Internal audit planning
5. Internal audit process
6. Quality assurance
7. Responsibility during internal audit performance
8. Reporting on internal audit work performance
9. Taking actions against irregularities and frauds
10. Professional training for the profession of authorized internal auditors in the public sector, and additional professional development

INTERNAL AUDITORS MANUAL – Version 3.0

1. Purpose of the Manual

- prescribing of work methodology, and performing internal audit on all budget users
- assistance in understanding of principles and rules of internal audit techniques
- harmonization of all internal auditors' work re budget users

INTERNAL AUDITORS MANUAL – Version 3.0

2. Normative framework for performance of internal audit in the public sector in Republic of Croatia

- Law on PIFC
- Rulebook on budget users' internal audit
- PIFC Strategies
- Internal Auditors' Ethics Codex
- Internal Auditors Charter
- Internal Auditors Rulebook
- Professional Training Programme

INTERNAL AUDITORS MANUAL – Version 3.0

3. Introduction

- Role and purpose of the internal audit
- Standards, Charter, Codex
- Responsibility, roles and public sector relationships
- Types of audits

Veza: standardi 1000, 1100, 1200

4. Internal audit planning

- Strategic plan
- Annual plan

Connection: standards 2010, 2020

5. Internal audit process

- Internal audit phases
 - Planning and preliminary activities
(standards 2201, 2210, 2220, 2230, 2240)
 - Determination and system recording
(standards 2310, 2320, 2330)
 - Estimate of the system of internal controls
(standard 2130)
 - Testing (standard 2330)
 - Evaluation of the system of internal controls
(standards 2130, 2320, 2410)
 - Reporting (standards 2410, 2420, 2421, 2440, 2600)
 - Monitoring of recommendations' implementation (standard 2500)

6. Quality assurance

- Follow up preformed by the Head of internal audit unit
- Permanent supervision preformed by the Head of audit team
- Resources usage control
- Subject of the audit and documentation standards

Connection: standards 1310, 2340

7. Responsibility during internal audit performance

- Head of the internal audit unit
- Head of the team
- Internal auditor
- Central harmonization unit

INTERNAL AUDITORS MANUAL – Version 3.0

8. Reporting on internal audit work performance
 - Annual reporting
 - Periodical reporting

9. Taking actions against irregularities and frauds
- Definitions of irregularities and frauds
 - Responsibility for taking actions against irregularities and frauds
 - Internal auditors role in the case of detection or expressed suspicion on fraud case during internal audit performance

Connection: standards 1210, 1220, 2120, 2210

10. Professional training for the profession of authorized internal auditors in the public sector, and additional professional development

- Professional training for the profession of authorized internal auditor in the public sector – Training programme – 7 modules
 - Internal audit work methodology - Modul 2
 - Implementation of internal audit work methodology, practical examples - Modul 5
- Additional professional training – selective modules and workshops

INTERNAL AUDITORS MANUAL – Version 4.0

- Development is underway
- Significant alternations and upgrades
 - Manual, version 3.0, is updated on the basis of legislative changes and experience
 - Additional specificities related to audit performance on EU pre-accession funds
 - Updated (supplemented) Quality and Advancement Assurance Programme

QUESTIONS ???????