



International Auditor Fellowship Program Nomination, Form 2011

Application Deadline: August 5, 2011

Instructions (please type all information):

Part I: To be completed by nominee

Part II: To be completed and signed by the Head of your Supreme Audit Institution

Mail completed packages **(along with TOEFL scores & 1-page written strategy paper statement to):**

U.S. Government Accountability Office
Program Manager, Strategic Planning & External Liaison
441 G Street, NW. Room 7814
Washington, DC 20548
United States of America

Or

GAO currently uses Operation System: Windows XP and Microsoft XP - Office Professional Version: 2002 Word --
Information may be electronically transmitted to: Sandsp@gao.gov

Purpose of the Program

The objective of the U.S. Government Accountability Office's (GAO) International Auditor Fellowship Program (IAFP) is to strengthen the capacity of supreme audit institutions (SAI) to fulfill their missions and enhance accountability and governance worldwide. Fellows participate in classroom training, are exposed to the U.S. intergovernmental audit experience, and develop strategies to implement change and transfer knowledge to their respective SAI. Participants are nominated by their SAIs with the expectation that they will play leadership roles in their organizations when they return home.

Program Content

The IAFP consists of three major segments. The orientation sessions provide Fellows with an opportunity to learn how GAO plans, manages, and communicates the results of its work, and Fellows also share information about their SAI's. The second segment includes course work in the technical and managerial aspects of auditing and introduces Fellows to the policies, procedures, and practices at GAO. Fellows explore a variety of audit techniques and approaches with an emphasis on performance auditing and the knowledge and skills required to complete this type of work. During the third and final phase, Fellows begin to prepare for their return to their own audit offices. They prepare organizational strategy papers describing what they expect to accomplish as a result of their participation in the Program and devote time to studying techniques for introducing change. Fellows participate in classes focusing on instructional skills, delivering effective presentations and formal briefings, and leadership development skills.

Fellows also participate in visits to external agencies, such as the Inspector General Office of a select executive branch agency or agencies, the Office of Government Ethics, World Bank, and congressional committee staff.

International Auditor Fellowship Program Nomination Form 2011

Part I: Information About Nominee

Personal information on nominee

Name (First, middle initial, family name)

Date of birth

Place of birth (City, country)

Country of citizenship

Country of legal permanent residence

Home address (please provide complete street address, including postal code)

Office address (please provide a complete street address, including postal code)

Home telephone number

Office telephone number

Office facsimile number

Work email address

Home email address

Education/Training

Name of University	Level of Degree/Certificate	Date Awarded (month-date-year)	Major Field of Study

English Language Skills:

You must take the Test of English as a Foreign Language (TOEFL) and provide a copy of your official test scores with this application package. (A total minimum score of 550 paper-based or 80 internet-based is required in order to be considered as a candidate.)

In addition, please indicate specific courses, activities, and experiences you have had working or studying English.

Other Significant Training:

Please list names, dates, and locations of any important training programs you have attended. If more space is required, please add additional pages.

Assessment of Computer Skills

Software Package	Expert User (you require no assistance)	Knowledgeable (you need some minor assistance on occasion)	No Experience (with this software package)
MS Word			
Excel			
PowerPoint			
Internet			
IDEA Software			
Other (please specify below)			

Other Computer Training or Skills

Current SAI Assignment

Full name of SAI

Full address (please provide complete street address, including postal code)

Total number of years with SAI

Position title

Dates in this position

From

To [Present](#)

Description of work

Other Relevant SAI Experience

Position title

Dates in this position

From

To [Present](#)

Description of work

Other Relevant SAI Experience

Position title**Dates in this position**

From

To [Present](#)**Description of work**

Other Job Experience

Name of employer**Dates in this position**

From

To [Present](#)**Description of work**

Expectations

What do you expect to gain through your participation in this Program? How do you plan on utilizing the knowledge and skills you will acquire?

GAO's Expectations

If accepted into the International Auditor Fellowship Program, each participant will

1. Adhere to the Program's training schedule;
2. Attend all sessions and meetings as set out in the schedule; complete all mandatory self-paced computer training sessions; and
3. Submit all special projects

Part II: Recommendation by the Head of the Supreme Audit Institution

What is the nominee's role or position in your organization?

What qualities does your nominee possess that led you to nominate him/her over the other staff in your office?

What will you or your office do to ensure that the nominee will be able to transfer the knowledge and skills obtained from participating in this Program to other colleagues in your SAI?

Strategy Paper Project

If selected as a participant, you will be required to complete a special strategy paper project. We want to ensure that you understand this strategy paper project is a requirement of our Program. You need to work directly with the Head of your SAI to identify a specific topic or area of interest that you will introduce to your office upon your return. In the past, topics introduced by Fellows to their SAI have covered "introducing standards," "internal controls," and "strategic planning." (The topics covered during the Program are listed on the last page of this application package.)

Strategy Paper Topic Selected:

Please provide a 1-page written statement on why this topic is important to your audit office and how you plan to assist the Fellow with its implementation. (If additional space is needed, please add an additional page to the end of this package.)

Approval

SAI Head name (print first, middle, last)	Date
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Full address (please provide complete street address, including postal code)

SAI Head signature	Date
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Proposed Topics to be Covered During the 2012
International Auditor Fellowship Program

Each session provides the Fellows with an “overview” of the topic and some practical applications. None of these sessions provide the Fellows with all of the technical skills necessary to become an expert on a particular topic.

Orientation

- Mission, History, Organization of Participating SAI's
- Mission, History, Organization of GAO
- GAO's Assignment Planning Process
- GAO and the Congress
- Communicating GAO's Message
- Developing/Implementing Policy and Methodology at GAO
- GAO's Field Offices: Responsibilities and Relationships
- Overview of Work: Inspectors General, State/Local Auditors

Auditing Topics

- Approach and Methodology Selection
- Compliance Auditing
- Evidence & Documentation Fundamentals
- Internal Controls
- Interviewing Skills
- Referencing
- Report Writing and Reviewing
- Managing the Writing Process
- Performance Auditing (*if this topic is selected for the strategy paper, please be specific on which part of performance auditing you want your candidate to focus*)
- Statistical Sampling
- International Perspectives
- Auditing for Fraud, Waste, and Abuse

IT Topics

- Data Communications
- IT Auditing Methodology

Training and Management Topics

- Assessing, Delivering and Evaluating Training
- Critical Thinking
- Developing Professional Networks
- Effective Presentation Skills
- Issues and Strategies in Introducing Organizational Change
- Leadership Skills
- Managing Yourself and Your Staff in a Changing Environment
- Starting and Maintaining High Performing Teams
- Strategic Planning