

March 29, 1979

AUDIT AND EVALUATION COMMITTEE

TERMS OF REFERENCE

Role

The Audit and Evaluation Committee is responsible for advising the Under Secretary on all matters related to both the audits and evaluations of the Department of External Affairs, safeguarding the independence of the Internal Audit and Evaluation staff, and promoting good management throughout the Department.

Functions

- Reviewing the long-term plans of the Audit and Evaluation Group;
- Approving the annual schedule of the Audit and Evaluation Group;
- Ensuring that all programs and activities of the Department are considered when selecting areas for audit and evaluation;
- Reviewing all internal and external audit and evaluation reports referred to it by the Under Secretary and ensuring appropriate follow-up action;
- Reviewing replies prepared by the Bureaux for adequacy and ensuring that coordinated departmental replies to audit and evaluation reports are prepared in a timely manner;