

POLICY OBJECTIVE

To ensure that internal audit contributes to improving the management and cost-effectiveness of program delivery activities and internal operations, and to strengthening accountability.

POLICY STATEMENT

- *The department shall have an independent Internal Audit Function that will carry out a systematic review and appraisal of the management framework and will conduct special audits upon the request of management.*
- *Internal audit will provide senior management with an objective assessment of the effectiveness and efficiency of the management framework made against suitable criteria identified by the auditors in consultation with management.*
- *Internal audit findings and recommendations will be constructive and results-oriented with a focus on value-for-money. Issues of significance will be examined and recommendations for improvement will be relevant, practical and feasible.*
- *Managers will make every effort to use the Internal Audit Function as an extension of their responsibility to continuously monitor the effective, efficient and economical use of resources to achieve departmental objectives.*
- *The Internal Audit Function will be managed in accordance with the Standards for Internal Audit as promulgated by the Treasury Board. These standards are published in the Treasury Board Manual on Review, Internal Audit and Evaluation, May, 1994.*
- *Internal auditors will conduct themselves in accordance with the Code of Ethics for internal audit as published in the Treasury Board Manual "Review, Internal Audit, Evaluation", May, 1994.*

APPLICATION

This Policy applies to all Branches and other Responsibility Centres (including Special Operating Agencies) for which the Deputy Minister of Foreign Affairs, Associate Deputy Minister of Foreign Affairs and Deputy Minister for International Trade are responsible.

POLICY REQUIREMENTS

1. **Audit Assignments:** The department will carry out internal audits in accordance with the Review Plan developed by the Office of the Inspector General and approved by DAEC; the Inspector General will also carry out special Audits, as requested by management. Special Audits must be approved by DAEC, unless they are funded by management and do not impair the Inspector General's capacity to carry out planned audits;