



International Centre for Information Systems & Audit (iCISA), Noida  
Course Schedule  
**Preparatory Training for Audit of Food and Agriculture Organization**  
**(UN Audit Training)**  
**(17<sup>th</sup> – 21<sup>st</sup> October, 2022)**

Date	Topics	Time in India (hrs)	Time in Rome (hrs)
<b>17<sup>th</sup> October, 2022 (Monday)</b>			
	<b>Registration of Participants (Room No – 111)</b>		
<b>Session 1 (Day 1)</b>	Inauguration & Introduction	10:30 – 11:15	<b>07:00 – 07:45</b>
	<b>Mr. K. S. Subramanian ADAI (Staff) &amp; DEA FAO</b>		
	<b>Break</b>	<b>11:15 – 11:30</b>	07:45 – 08:00
<b>Session 2 (Day 1)</b>	<ul style="list-style-type: none"><li>• General Overview of FAO audits</li><li>• Standard Operating Procedure (SOP)</li></ul>	11:30 – 12:15	<b>08:00 – 08:45</b>
	<b>Mr. Sushil Kumar Thakur, DEA FAO</b>		
	<b>Break</b>	<b>12:15 – 12:30</b>	08:45 – 09:00
<b>Session 3 (Day 1)</b>	<ul style="list-style-type: none"><li>• Logistics, Sharing of Working Papers of previous audits, Key documents</li><li>• Issues discussed in TG and UN Panel</li></ul>	12:30 – 13:15	09:00 – 09:45
	<b>Dr. Gaurav Kumar, Director(IR)</b> <b>Mr. Sachin Kumar, SAO(IR)</b>		
	<b>Lunch Break</b>	<b>13:15 – 14:00</b>	09:45 – 10:30
<b>Session 4 (Day 1)</b>	Audit Planning and Execution Part I (for Financial Audit and RO/CO teams) <ul style="list-style-type: none"><li>• Audit Planning, Work Allocation</li><li>• Audit Risks</li><li>• Previous External &amp; Internal Audit findings</li></ul> <i>(Individual Group meetings from 14:00-15:15 for all teams and for PA and IT Audit Teams from 15:15 to 16:00)</i>	15:15 – 16:00	<b>11:45 – 12:30</b>
	<b>Mr. Sushil Kumar Thakur, DEA FAO</b>		
	<b>Break</b>	<b>16:00 – 16:15</b>	12:30 – 12:45
<b>Session 5 (Day 1)</b>	Overview of FAO <ul style="list-style-type: none"><li>• Objectives</li><li>• Governance Organizational structure</li><li>• Operating model</li></ul>	16:15 – 17:15	<b>12:45 – 13:45</b>
	<b>Mr. Hija Aiman (CSFD), Director, Finance Division</b>		
<b>18<sup>th</sup> October, 2022 (Tuesday)</b>			
<b>Session 1 (Day 2)</b>	Refresher course of IDEA and Excel	10:00 – 11:00	06:30 – 07:30
	<b>Mr. M P Hemantha Kumar, SAO</b>		
	<b>Break</b>	<b>11:00 – 11:15</b>	07:30 – 07:45
<b>Session 2 (Day 2)</b>	Refresher course of IDEA and Excel	11:15 – 12:30	07:45 – 09:00
	<b>Mr. M P Hemantha Kumar, SAO</b>		
	<b>Lunch Break</b>	<b>12:30 – 13:30</b>	09:00 – 10:00
<b>Session 3 &amp; 4 (Day 2)</b>	Understanding Financial Statements of FAO	13:30 – 15:00	<b>10:00 – 11:30</b>
	<b>Lawson Nadia (CSFC) – Finance Officer and FAO Team</b>		

	<b>Break</b>	<b>15:00 – 15:15</b>	<b>11:30 – 11:45</b>
<b>Session 5 (Day 2)</b>	Walkthrough on GRMS and other IT Tools/ platforms	<b>15:15 – 17:00</b>	<b>11:45 – 13:30</b>
	<b>Marvin William (CSFD) – Deputy Director, Finance Division and FAO Team</b>		
<b>19<sup>th</sup> October, 2022 (Wednesday)</b>			
<b>Session 1 (Day 3)</b>	Experience sharing of financial audit	10:00 – 11:00	06:30 – 07:30
	<b>Mr. A.K. Behera, PAG &amp; Mr. Varun Ahluwalia, Director (Financial audit team 2021)</b>		
	<b>Break</b>	<b>11:00 – 11:15</b>	07:30 – 07:45
<b>Session 2 (Day 3)</b>	Data Extraction from GRMS	11:15 – 12:30	07:45 – 09:00
	<b>Mr. Varun Ahluwalia, Director, Mr. Brijeshwar Tripathi, SAO &amp; Mr. Deepak Shivhare, AAO (Financial audit team 2021)</b>		
	<b>Lunch Break</b>	<b>12:30 – 13:30</b>	09:00 – 10:00
<b>Session 3 (Day 3)</b>	Office of Emergencies and Resilience (OER): <ul style="list-style-type: none"> <li>• Overview,</li> <li>• Functioning,</li> <li>• Finance and</li> <li>• IT Systems</li> </ul>	13:30 – 14:15	<b>10:00 – 10:45</b>
	<b>Patrick Jacqueson, Senior Programme Officer FAO Liaison Office</b>		
	<b>Break</b>	<b>14:15 – 14:30</b>	<b>10:45 – 11:00</b>
<b>Session 4 (Day 3)</b>	Common Services Centre <ul style="list-style-type: none"> <li>• Overview,</li> <li>• Functioning and</li> <li>• IT systems</li> </ul>	14:30 – 15:30	<b>11:00 – 12:00</b>
	<b>Kidd John (CSLC) - Chief, Shared Services Centre and FAO Team</b>		
	<b>Break</b>	<b>15:30 – 16:00</b>	<b>12:00 – 12:30</b>
<b>Session 5 (Day 3)</b>	Procurement Process: <ul style="list-style-type: none"> <li>• Overview</li> <li>• Workflow and</li> <li>• MIS</li> </ul>	16:00 – 17:00	<b>12:30 – 13:30</b>
	<b>Ms. Anne Fabiani, Senior Procurement Officer Food &amp; Agriculture Organization</b>		
	<b>Break</b>	<b>17:00 – 17:15</b>	<b>13:30 – 13:45</b>
<b>Session 6 (Day 3)</b>	Experience sharing of Performance Audit	17:15 – 18:15	<b>13:45 – 14:45</b>
	<b>Mr. Sarat Chaturvedi, DG &amp; Ms. Bhavika Joshi, Sr. DAG (Team members of Performance audit 2021)</b>		
<b>20<sup>th</sup> October, 2022 (Thursday)</b>			
<b>Session 1 (Day 4)</b>	IPSAS and its application to FAO Financial Statements	<b>09:30 – 11:30</b>	<b>06:00 – 08:00</b>
	<b>Mr. K. Subramaniam, PAG &amp; Ex-DEA WHO</b>		
	<b>Break</b>	<b>11:30 – 11:45</b>	<b>08:00 – 08:15</b>
<b>Session 2 (Day 4)</b>	Audit Planning and Execution Part II (Performance Audit and IT Audit) <ul style="list-style-type: none"> <li>• Audit Planning, Work Allocation</li> <li>• Audit Risks</li> <li>• Previous External &amp; Internal Audit findings</li> </ul>	11:45 – 12:45	<b>08:15 – 09:15</b>

	<i>(Individual Group meetings for FA and CA Teams)</i>		
	<b>Mr. Sushil Kumar Thakur, DEA FAO</b>		
	<b>Lunch Break</b>	<b>12:45 – 13:30</b>	<b>09:15 – 10:00</b>
<b>Session 3 (Day 4)</b>	Overview of Strategic Framework and Programme, Work & Budget of FAO	13:30 – 14:15	<b>10:00 – 10:45</b>
	<b>Vasily Popov, Deputy Director &amp; David Conte, Senior Strategy &amp; Planning Officer</b>		
	<b>Break</b>	<b>14:15 – 14:30</b>	<b>10:45 – 11:00</b>
<b>Session 4 (Day 4)</b>	GRMS-ERP System of FAO <ul style="list-style-type: none"> <li>• Planning, Implementation, Maintenance,</li> <li>• Security, Change / Data Management,</li> <li>• Monitoring, Internal Control, etc.</li> </ul>	14:30 – 15:30	<b>11:00 – 12:00</b>
	<b>Yiotis Longinos, Senior Information Technology Officer &amp; Damir Zeric, Information Technology Officer, CSI</b>		
	<b>Break</b>	<b>15:30 – 16:00</b>	<b>12:00 – 12:30</b>
<b>Session 5 (Day 4)</b>	Overview of Project Cycle- <ul style="list-style-type: none"> <li>• Planning, Sanction, Execution and Closure</li> <li>• Work Flow and monitoring on IT Systems</li> </ul>	16:00 – 17:00	<b>12:30 – 13:30</b>
	<b>Bagnardi Mariangela (NFO-PSS) – Programme Officer - and Van Aaken Rudi (PSS) – Senior Programme Officer</b>		
	<b>Break</b>	<b>17:00 – 17:30</b>	<b>13:30 – 14:00</b>
<b>Session 6 (Day 4)</b>	FAO – Regional Office, Chile- <ul style="list-style-type: none"> <li>• Overview</li> <li>• Work plan, Programme</li> <li>• Budget and</li> <li>• Implementation</li> </ul> <i>For Team 4 (Individual Group meetings for other teams)</i>	18:30 – 19:30	<b>14:00 – 15:00</b>
	<b>Ms. Eve Crowley, Deputy Regional Representative and Her Team</b>		
<b>21<sup>st</sup> October, 2022 (Friday)</b>			
<b>Session 1 (Day 5)</b>	Use of Data Analytics in UN Audit	10:00 – 11:00	06:30 – 07:30
	<b>Mr. Vikash Kumar, Director-IS</b>		
	<b>Break</b>	<b>11:00 – 11:30</b>	07:30 – 08:00
<b>Session 2 (Day 5)</b>	Experience Sharing of FAO RO/CO audit	11:30 – 12:30	08:00 – 09:00
	<b>Ms. Meena Kumari Meena, Sr. DAG &amp; Mr. Khagesh Kumar Singh/Team members 2021</b>		
	<b>Lunch Break</b>	<b>12:30 – 13:30</b>	09:00 – 10:00
<b>Session 3 (Day 5)</b>	FAO – Sub-Regional Office, Tunisia: <ul style="list-style-type: none"> <li>• Overview</li> <li>• Work plan, Programme</li> <li>• Budget and</li> <li>• Implementation</li> </ul> <i>For team 5 (Individual Group meetings for other teams)</i>	13:30 – 14:30	<b>10:00 – 11:00</b>
	<b>Team from SRO Tunisia</b>		
<b>Session 4 (Day 5)</b>	Transitto HQs office for presentations	14:30 – 15:15	11:00 – 11:45
	<b>Break</b>	<b>15:15 – 15:30</b>	11:45 – 12:00
<b>Session 5 (Day 5)</b>	<b>Presentations by Audit Teams to DAI (HR, IR &amp; Cood.) on Key Audit Areas and Valediction at HQs office (Team Nos. 1, 2, 3, 4 and 5)</b>	15:30 – 16:30	12:00 – 13:00