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2 contact committee & eurosai training event

Foreword by Mr František Dohnal, President of the Czech SAO



Ladies and gentlemen

Dear colleagues

We meet in the middle of autumn when the weather outside does not often invite for a stroll in the woods any more. A good time for the Czech and European agriculture and rural areas to recapitulate as another economical cycle is almost over.

Farmland and forests cover most of the European continent and affect the prosperity of rural economies and the forming of landscape significantly. The EU's agricultural sector serves the rural communities and its role isn't only to produce quality and accessible food, but also to preserve the land as a place for living, working, and a place to where people like to return.

The importance of multifunctional agriculture and rural development in Europe is well reflected in the EU's Common Agricultural Policy (CAP). The Policy's roots go as far as to the fifties of the last century and since then it has gone through a number of reforms. While in the start the CAP focused largely on supporting the income of the farmer community, higher production and stable accessibility of food to consumers, over time priorities have moved to the support of competitiveness of European agriculture, to direct subsidies separated from the production for farmers who comply with the conditions of environmental protection, food safety, plant health, or animal welfare. An important change was also the implementation of the rural development policy that since the year 2000 represents a new but significant aspect of the CAP.

For more than 40 years the CAP was one of most important EU policies and its budget formed a significant part of the overall European budget, at periods as much as two thirds of the EU's expenditure. Today the situation is different and the CAP consumes around 55 billion euro annually, which represents approximately 40 % of the EU budget and which is less than 0,5 % of the EU's GDP. Interestingly, CAP expenditure decreases faster that public expenditure in general.

Today, when the world economy is recovering from a financial crisis, more than ever we ask questions whether CAP funds are spent in compliance with the rules, whether CAP measures are implemented effectively, economically, and efficiently. These are questions that with no doubt determine or affect the activity of most EU Member State

SAls. However, it also affects those SAls where for example only national support for the agriculture and rural areas is applied.

The Czech Supreme Audit Office started to audit the implementation of CAP measures in the year of the country's accession to the EU. Since then 8 audits were conducted with and all CAP measures were audited. We have gained some experience over these years and we have also come to a conclusion that for the further development of CAP audit intensive exchange of information with partners in other Member States and with colleagues from the ECA is necessary.

This is also the reason why we and colleagues from the ECA have prepared the seminar "Experience with the development and carrying out CAP audits". The importance of the topic is recognised by both the Contact Committee and the EUROSAl, under whose banners it is jointly organised. It is great pleasure for me personally and great honour for the NKU to host this event in the Czech Republic's capital city, in Prague. I believe that the upcoming meeting will help and give participants the opportunity to present their work and experience, learn from colleagues and perhaps even start a discussion on problems where solutions are needed but are beyond the possibilities of this seminar.

I wish you all success and enjoy your visit to Prague.

František Dohnal

Foreword by Mr Vítor Caldeira, President of the ECA



Dear Colleagues,

I welcome your participation in this joint training event of the Contact Committee of the Heads of the Supreme Audit Institutions of the European Union and EUROSAI.

The Common Agricultural Policy (CAP) is an EU policy with a long history. It has undergone a series of significant reforms over the years but remains arguably the EU's most important common policy. It has wide ranging impacts both inside and outside the EU: it affects food production and quality, consumer confidence, the environment, the rural economy, trade relations and world food markets.


Implementing the policy requires coordinated action by EU institutions and national authorities under shared management, and it accounts for a significant portion of all EU budgetary expenditure. The CAP's multiple objectives and the multi-level governance and funding arrangements also present significant challenges for auditors. These challenges are, I think, very well reflected in this event's programme.

In this way, I believe, this is a good opportunity for financial and performance auditors of the CAP from the ECA and SAIs to share their experiences, learn from one another, and explore the possibilities for coordination and cooperation. The ECA is, therefore, very pleased to be able to contribute to this Contact Committee and EUROSAI joint event hosted by the Czech Supreme Audit Office.

I wish you all a successful and enjoyable event.

Vítor Caldeira

Why Seminar “Experience with the Development and Carrying out CAP Audits”?



In his foreword Mr Dohnal mentions that CAP expenditures form around 40 % of today's EU budget. If we compare the CAP's share with expenditures on structural policies, the difference is not very significant. However, this is not the case if we compare the number of training events aimed at these two policies. One way to solve this disproportion in the world of external audit can be a more intensive exchange of information with partners from other Member States and with colleagues from the European Court of Auditors.

The answer to why address colleagues abroad is simple. In unitary states the SAI is the only supreme independent body of external audit, and since other national institutions in the CAP infrastructure are always potential subjects to being audited, institutionally it has no equal partners. On the contrary, federal states enable cooperation of individual independent regional audit institutions. Even these can benefit from international meetings.

The CAP Information/Agricultural Experts Network, chaired by the ECA, is an excellent tool to avoid lack of accessible information on all CAP related questions. However, it is a tool that can be useful only under the condition that we use it as much as we can. We believe that it is up to all of us, members of the CAP Information/Agricultural Experts Network, to make use of it. It could become our “discussion forum”, an efficient tool of mutual information exchange.

Another way to share expertise, methods, techniques and results, after all, are coordinated audits. One such example is the now started pilot project, the coordinated audit of the legality and regularity of expenditure and an assessment of the main supervisory and control systems in the area of Rural Development in the Czech Republic, conducted with the ECA, or a similar project between The Netherlands' Algemene Rekenkamer and the ECA.

From experience we all know that a very efficient form of sharing experience are meetings on expert level, where participants can overcome the barriers of electronic communication or limits of one audit and focus on topics of mutual interest. A good example is the meeting of CAP Information/Agricultural Experts Network members in Luxembourg in 2006.

The intention to organise this international seminar was justified by the reaction of other SAIs who replied to the questionnaire distributed in March this year. Also thanks to this questionnaire we and colleagues from the ECA along with other partner SAIs have identified the key topics of the seminar, which are:

Audit of the CAP and its position within the audit activity of SAIs

This topic is a natural introduction to the seminar.

Concept, planning and coordination of audit/control activities performed by authorities at European and national level and focusing on the CAP

This topic arises from the experience of the NKU that audit activities undertaken by various institutions on the grounds of the Payment Agency run in parallel and are often identical. Furthermore, questionnaire results show that this is not a specific Czech problem. SAIs may get information on good practice in planning and coordinating audits in other Member States. In the discussion this question can be formulated as a general problem and perhaps even possible solutions can be sought. A special subtopic that will be discussed is that of SAIs in the role of certification bodies, which can be interesting for all who are considering the advantages and disadvantages of such arrangements.

Audit methods and techniques used in the control/audit of the CAP and standardisation possibilities

This is one of the main topics of the seminar that reflects the organisers' desire to allow participants to share experience that was gained by SAIs of both old and new Member States when auditing the CAP. Especially colleagues from new Member State SAIs, which includes us, the Czech hosts, can benefit from this knowledge. The point is to get familiarised with the methodologies used by SAIs when performing audits in this area, to identify their strengths and weaknesses, and where appropriate, to try to apply them in their own audit work by modifying their CAP audit methodology. An accompanying sub-topic is the possibility of standardising methods and techniques, which would enable the comparison and sharing of results in a number of audit activities that would subsequently not have to be repeated at various levels.

Main errors and shortcomings in the implementation of the CAP in the 2000-2006 programming period and at the start of the 2007-2013 period

Another priority topic of the seminar – the aim is to collect all available information on the SAIs' knowledge gained in audits/controls, make a comparison of results and get an overview of frequent errors. One outcome could be a collection of "CAP case studies" that would be constantly updated and published via the CAP Information/Agricultural Experts Network. The database could be used when preparing for new audits/controls, to compare the results of own work with similar results of other SAIs or for example when seeking information on the EU financial management in the individual Member States

CAP performance audit and its answer to the question whether the CAP achieves the declared goals

The Czech SAO has conducted a number audits during which almost all CAP measures were covered. However, only legality audits were conducted. As questionnaire results show, many other SAIs are in a similar situation. They feel the necessity to at least complement their legality audits with performance audit aspects (if not more), in order to show whether the effects of implementing the CAP correspond with the initial goals, whether measures are implemented economically, effectively and efficiently.

The three first topics will be held as general sessions and the last two as separate workshops that will be repeated the next day so that all participants can attend both. During the seminar a meeting of members of the Contact Committee's CAP Information/ Agricultural Experts Network is planned. Plenary sessions will be moderated by Mr Colin Maynard and Ms Hana Vaňková. Both workshops will be moderated by colleagues from the ECA, Mr Edward Fennessy and Mr Alan Findlay.

We would like to thank all colleagues who participated on the preparations of the seminar, especially to Mr Colin Maynard, to representatives of the ECA Mr Edward Fennessy and Mr Sylvain Lehnhard, to many colleagues at the Czech SAO and to all colleagues who agreed to prepare a presentation and/or provide supporting documents. We also wish to thank the Contact Committee, the EUROSAI and members of the EUROSAI Training Committee for all their support. We also thank the EUROSAI for the kind financial contribution that enabled to organise this event.

We believe that all participants will benefit from attending the seminar, that they will learn from the others' experience, that international cooperation on expert level will become more intensive, that an international discussion on common topics will be started, that exchange of information will deepen, and that this all will eventually lead us to a more efficient audit the CAP.



Programme of the Seminar

Draft programme of the Seminar

(an updated version of the programme is printed separately)

Sunday, 24 October

19:00 – 21:00

Welcome drink at the hotel

Monday, 25 October – DAY 1

8:45 – 9:10

INTRODUCTORY SESSION

(moderated by Mr Colin Maynard and Ms Hana Vaňková)

Welcome by Mr František Dohnal (President of the SAI of the Czech Republic)

Opening words and business announcements

9:10 – 11:40

TOPIC 1: AUDIT OF THE CAP AND ITS POSITION WITHIN THE AUDIT ACTIVITY OF SAIs

(moderated by Mr Colin Maynard and Ms Hana Vaňková)

9:10 – 9:20

Results of the questionnaire for Topic 1

9:20 – 9:40

The History and the Future of CAP Audits by the Czech SAO

by Mr Antonín Sýkora, SAI of the Czech Republic

9:40 – 10:00

The ECA's role in auditing EU expenditure

by Mr Edward Fennessy, European Court of Auditors

10:00 – 10:20

Auditing the CAP from the European Commission's perspective

by Mr Michael Niejahr, European Commission



10:20 – 10:40

State Agricultural Intervention Fund – Paying agency of the Czech Republic
by Mr Petr Dlouhý, State Agricultural Intervention Fund (Czech Republic)

10:40 – 11:20

Group Photo and Coffee Break

11:20 – 11:40

Implementation of CAP in the Czech Republic in 2007 – 2013
by Ms Markéta Čermáková and Mr Jan Hrubý, Ministry of Agriculture (Czech Republic)

11:40 – 13:00

TOPIC 2: PLANNING AND COORDINATION OF CAP AUDIT
(moderated by Mr Colin Maynard and Ms Hana Vaňková)

11:40 – 11:50

Results of the questionnaire for Topic 2

11:50 – 12:10

Coordination of CAP audits
by Mr Edward Fennessy, European Court of Auditors

12:10 – 12:30

Coordination of CAP activities: ACA's experiences
by Ms Margit Spindelegger, SAI of Austria

12:30 – 12:50

CAP audits in the Dutch member state declaration
by Ms Simone Melis, SAI of the Netherlands

13:00 – 14:00

Lunch

14:00 – 16:40

WORKSHOP SESSIONS

TOPIC 4: TREATMENT OF ERRORS IN THE IMPLEMENTATION OF CAP

(moderated by Mr Alan Findlay, European Court of Auditors)

14:00 – 14:10

Results of the questionnaire for Topic 4

14:10 – 14:30

The DAS approach: Definition and Treatment of DAS errors
by Mr Alan Findlay, European Court of Auditors

14:00 – 17:20

WORKSHOP SESSIONS

TOPIC 5: POSSIBILITY OF PERFORMANCE AUDIT OF THE CAP

(moderated by Mr Edward Fennessy, European Court of Auditors)

14:00 – 14:10

Results of the questionnaire for Topic 5

14:10 – 14:30

Performance auditing of the CAP in Finland
by Mr Ville Vehkasalo, SAI of Finland

<p>14:30 – 14:50 Results of ECA audits (EAGF) <i>by Mr Michael Zenner, European Court of Auditors</i></p>	<p>14:30 – 14:50 Audit of the administration of EU agricultural subsidies <i>by Mr Mads Nyholm Jacobsen, SAI of Denmark</i></p>
<p>14:50 – 15:10 Treatment of errors in CAP audits: some experiences and reflections from the Netherlands <i>by Mr Ton Kok, SAI of the Netherlands</i></p>	<p>14:50 – 15:10 Auditing LEADER – insights to a recently performed audit <i>by Ms Silvia Zendron, SAI of Austria</i></p>
<p>15:10 – 15:30 Auditing Common Organisation Market Measures – Promotion measures for agricultural products on the internal market and in third countries <i>by Mr Akis Kikas, SAI of Cyprus</i></p>	<p>15:10 – 15:30 Performance audit of the „Leader“ programme: from theory to practice <i>by Mr Stuart Ballantine, European Court of Auditors</i></p>
<p>15:30 – 16:00 Coffee Break</p>	
<p>16:00 – 16:20 Implementation of the CAP in Germany – audit of the Member State’s measures for the protection of aquatic resources <i>by Ms Caroline Nägerl, SAI of Germany</i></p>	<p>16:00 – 16:20 Two types of aid in the agricultural sector - Co-financing of investments and aid for setting up young farmers <i>by Ms Nelly Mercier, SAI of Belgium</i></p>
<p>16:20 – 16:40 Financial corrections according to EU regulation <i>by Mr Ennio Colasanti, SAI of Italy</i></p>	<p>16:20 – 16:40 European rural policy: investment aid and setting up aid in Flanders <i>by Mr Jan Vervoort, SAI of Belgium</i></p>
	<p>16:40 – 17:00 Tribunal de Contas of Portugal and the audit of CAP, including a performance perspective <i>by Ms Paula Martinho and Mr Nuno Zibaia, SAI of Portugal</i></p>
	<p>17:00 – 17:20 CAP: Keeping the goals in mind <i>by Mr Bruno Ory-Lavollée, SAI of France</i></p>
<p>19:30 – 23:00 Dinner hosted by the SAI of the Czech Republic</p>	

Tuesday, 26 October – DAY 2

9:00 – 11:10

TOPIC 2: PLANNING AND COORDINATION OF CAP AUDIT (continued from Day 1)

(moderated by Mr Colin Maynard and Ms Hana Vaňková)

9:00 – 9:10

Working Group on Common Auditing Standards
by Mr Alan Findlay, European Court of Auditors

9:10 – 9:30

Audit Activities of CAP set out in Spain and possible improvements
by Mr Fausto Casla and Mr José Manuel Reus García-Bendoya, SAI of Spain

9:30 – 9:50

External Controls at the SAIF
by Ms Tereza Vávrová, State Agricultural Intervention Fund (Czech Republic)

DELIVERED UNDER TOPIC 2: THE EXPERIENCE OF SAIs AS CERTIFICATION BODIES

(moderated by Mr Colin Maynard and Ms Hana Vaňková)

9:50 – 10:10

Experiences with certifying controls of the EAGGF in Slovakia
by Ms Olga Fajfrová, SAI of Slovakia

10:10 – 10:30

Romanian SAI - Certifying Body for EAGF and EAFRD
by Mr Catalin Florian, SAI of Romania

10:30 – 10:50

Coffee Break

10:50 – 11:10

The experience of SAIs as certification bodies
by Ms Maggie McGhee, SAI of the United Kingdom

11:10 – 13:00

TOPIC 3: TECHNIQUES AND METHODS USED IN CAP AUDIT

(moderated by Mr Colin Maynard and Ms Hana Vaňková)

11:10 – 11:20

Results of the questionnaire for Topic 3

11:20 – 11:40

Systems audits and audits of statistical samples
by Mr Michael Zenner, European Court of Auditors

11:40 – 12:00

Audit techniques and methods - the Czech experience
by Mr Miroslav Kruchina, SAI of the Czech Republic

12:00 – 12:20

Auditing the Integrated Administration and Control system (IACS) in Baden-Württemberg
by Ms Hilaria Dette, Regional Audit Institution of Baden-Württemberg (Germany)

Lunch

12:30 – 13:30

13:30 – 16:10

WORKSHOP SESSIONS

TOPIC 4: TREATMENT OF ERRORS IN THE IMPLEMENTATION OF CAP

(moderated by Mr Alan Findlay, European Court of Auditors)

13:30 – 13:40

Results of the questionnaire for Topic 4

13:40 – 14:00

The DAS approach: Definition and Treatment of DAS errors
by Mr Alan Findlay, European Court of Auditors

14:00 – 14:20

Results of ECA audits (EAGF)
by Mr Michael Zenner, European Court of Auditors

14:20 – 14:40

Treatment of errors in CAP audits: some experiences and reflections from the Netherlands
by Mr Ton Kok, SAI of the Netherlands

14:40 – 15:00

Auditing Common Organisation Market Measures – Promotion measures for agricultural products on the internal market and in third countries
by Mr Akis Kikas, SAI of Cyprus

15:00 – 15:30

Coffee Break

13:30 – 16:50

WORKSHOP SESSIONS

TOPIC 5: POSSIBILITY OF PERFORMANCE AUDIT OF THE CAP

(moderated by Mr Edward Fennessy, European Court of Auditors)

13:30 – 13:40

Results of the questionnaire for Topic 5

13:40 – 14:00

Performance auditing of the CAP in Finland
by Mr Ville Vehkasalo, SAI of Finland

14:00 – 14:20

Audit of the administration of EU agricultural subsidies
by Mr Mads Nyholm Jacobsen, SAI of Denmark

14:20 – 14:40

Auditing LEADER – insights to a recently performed audit
by Ms Silvia Zendron, SAI of Austria

14:40 – 15:00

Performance audit of the „Leader“ programme: from theory to practice
by Mr Stuart Ballantine, European Court of Auditors

15:00 – 15:30

Coffee Break

15:30 – 15:50 Implementation of the CAP in Germany – audit of the Member State’s measures for the protection of aquatic resources <i>by Ms Caroline Nägerl, SAI of Germany</i>	15:30 – 15:50 Two types of aid in the agricultural sector – Co-financing of investments and aid for setting up young farmers <i>by Ms Nelly Mercier, SAI of Belgium</i>
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	16:10 – 16:30 Tribunal de Contas of Portugal and the audit of CAP, including a performance perspective <i>by Ms Paula Martinho and Mr Nuno Zibaia, SAI of Portugal</i>
	16:30 – 16:50 CAP: Keeping the goals in mind <i>by Mr Bruno Ory-Lavollée, SAI of France</i>

Wednesday, 27 October – DAY 3

9:00 – 9:45

MEETING CONCERNING THE FUTURE OF THE CAP NETWORK

(moderated by the ECA)

For members of the Contact Committee’s CAP Network

9:45 – 10:00

Morning kick-off with a Coffee

10:00 – 12:00

SUMMING UP SESSION

(moderated by Mr Colin Maynard and Ms Hana Vaňková)

Workshop conclusions

(presented by the individual workshop reporters)

12:00 – 12:30

Concluding remarks and evaluation of workshops

12:30 – 14:00

Lunch

15:00 – 18:00

Guided tour of Prague

Biographies of Presenters and Moderators

BALLANTINE Stuart

has been an auditor at the European Court of Auditors since 1998. He has experience of auditing the sound financial management of agricultural market expenditure (sugar, olive oil, sheep & goats, dried grapes, fruit and vegetables, producer organisations, aid schemes for remote regions, storage, etc.) and since 2007, the audit of cross compliance and rural development expenditure (agri-environment, Leader, modernisation of agricultural holdings, etc.). He is a member of the Chartered Institute of Public Finance and Accountancy (CIPFA) and a graduate of the London School of Economics.

CASLA Fausto

joined the Economic Department of the Spanish Court of Audit in 1990, having previously worked in Central Government as controller and financial manager, after a short experience in private banking. He received his degree in economics at the Universidad Complutense in Madrid and he has been a teacher of economics and public finance at public and private universities. He is a member of the Chartered Institute of Accountants. He was also member and President of the Board of Auditors in the Western European Union. As a delegate of his institution he has always been involved in international affairs.

ČERMÁKOVÁ Markéta

joined the Ministry of Agriculture in 2007, where she took up the position of Head of Audit and Supervision. She has experience in carrying out performance audit in the field of agriculture and has cooperated with the Czech Presidency of the EU in 2009. She graduated from an economics school.

CÍŠAR Zuzana

Zuzana Cířar received her degree in economics at the University of Agriculture in Prague and her degree in law at the Charles University, also in Prague. After the graduation from the law school in 2006, she spent two years participating in a management training program in the USA. She joined the Czech Supreme Audit Office in 2008 and works at a position of lawyer-auditor in the Unit of Methodology and Other Financial instruments under the department that audits EU and other funds.

COLASANTI Ennio

received his degree in economics and in law at the State University "La Sapienza" in Rome. He has a long work experience at the Italian Corte dei conti, where he now works as a counsellor. He also worked as Senior Inspector of the Inspectorate General for Finance (Ministry of Economy and Finance). He participated on the work of the



INTOSAI Committee on Accounting Standards (CAS), the advisors' sub-committee on the IFAC-IPSAS (International Public Sector Accounting Standards), the Contact Committee's Working Group on Common Auditing Standards and Comparable Criteria, or in the twinning project between the Ministries of Finance of Lithuania and Italy for setting up the accounting and internal audit systems in Lithuania. In 1993 – 1998 he was a member and President of the Board of Auditors in the Council of Europe, in 1998 – 2000 he worked for the Western European Union Assembly as a commissaire aux comptes.

DETTE Hilaria

a law graduate, became head of the unit "European affairs" in the representation of Baden-Württemberg to the federal state in Bonn and Berlin in the nineties. There she reported on the sessions of the Council of the European Union in Brussels to the German länder for two years. She then became head of the European unit "Europafähigkeit" ('Fit for Europe') at the Ministry of State of Baden-Württemberg in Stuttgart. After twenty years of experience in different administrative domains in two German states she joined the Court of Auditors of the German state of Baden-Württemberg in Karlsruhe in 2006. As head of department she is responsible for audits in the Ministry of Finance, Ministry of Economics and the Ministry of Agricultural Affairs.

DLOUHÝ Petr

has been working as coordinator of Rural Development Project Measures Department at State Agricultural Intervention Fund (paying agency) since 2004. He has experience with the SAPARD (pre-accession programme) and Operational Programme Agriculture and Rural Development Programme in the Czech Republic. He is a member of STAR and Rural Development Committee in the EU. He received his master degree and MBA award in agriculture and economy at the Czech University of Life Sciences Prague.

FAJFROVÁ Oľga

has been working for Supreme Audit Office of the Slovak Republic for 9 years. She is Deputy Head of EU Funds Audit Department, which has the responsibility for undertaking all types of audits of all grants financed from EU and other foreign funds. She has performed the tasks of a body issuing declarations on winding-up of assistance granted under structural funds and the tasks of the body issuing declarations on the winding-up of assistance granted under the Cohesion Fund. She was three years responsible for managing and supervising the audits which were performed as certifying body for the EAGGF - Guarantee Section.

FENNESSY Edward

Edward Fennessy holds masters degrees in economics and business administration. A chartered accountant by profession he has more than thirty years experience in auditing both in the public and private sectors. He is currently director of Audit Chamber 1 at the European Court of Auditors with responsibility for financial and performance audits in the policy areas of agriculture & rural development, maritime affairs & fisheries, health & consumer protection and the environment.

FINDLAY Alan

Has been working at the European Court of Auditors for 10 years and is currently assistant to the Director for Audit and Audit Supervision. Within the Court he has previously audited in the areas of rural development and structural funds. He has also worked for the European Parliament (Financial Control) and in public administration in the United Kingdom.

FLORIAN Catalin

joined the Romanian Court of Accounts in 2000, being one of the youngest auditors of the Court at that time. He was involved in audits of the accounts of Ministry of Education, Ministry of Research and other public bodies. Starting with 2002, he became part of the team responsible for the preparation of the audit of EU pre-accession agricultural funds (SAPARD). He has been involved in the establishment of a new audit structure functioning within the Romanian Court which is Audit Authority, responsible for the audit of all EU funds granted to Romania. He participated in all the annual certification audits for SAPARD and from 2007 he is managing the Audit Authority's team responsible for EAGF certification. He has specialized in error evaluation and sampling. He had an active role in drawing up of the SAPARD audit reports and coordination of the EAGF certification reports issued till 2010. He also participated in many audit missions together with ECA and EC (J5-DG AGRI) auditors during his work within the Romanian SAI.

HANZALOVÁ Kateřina

has a master degree in international and diplomatic studies at the University of Economics in 2005. She started her career in the Ministry of Transport, and then she joined the Supreme Audit Office of the Czech Republic in 2007, where she has been working in Department IV. (Unit for Methodology and other financial instruments). She conducts audits of EU funds in different areas. She is also responsible for preparing the Report on EU Financial Management in the Czech Republic (EU Report).

HRUBÝ Jan

joined the Ministry of Agriculture in 2010, where he took up the position at the Audit and Supervision Department. He is responsible for reporting of irregularities based on the EC's regulations to OLAF. He has also worked for the Ministry of Finance as a financial analyst (Financial analysing and contracting unit, Department of Control, Unit of budgetary control, Unit of foreign contributions control - on the spot checks and audits within The Swiss-Czech Cooperation Programme and EEA/Norway Grants). He has a masters degree in international diplomacy studies and public economics.

JACOBSEN Mads Nyholm

joined the Rigsrevisionen (National Audit Office of Denmark) in 2006 where he took up the position of director in the Performance Audit Department. He has experience in carrying out performance audit within several fields including national administration of EU funds. He is responsible for the department's permanent network on methodology development. He has a masters degree in economics and has previously worked in private consultancy.

KIKAS Akis

studied economics, specialising in accounting and finance, at the London School of Economics and Political Science and is a member of the Chartered Association of Certified Accountants. Before joining the Audit Office of the Republic of Cyprus in 2005, he worked in the audit department of PricewaterhouseCoopers and also as internal auditor for the Cyprus Grain Commission, a semi-governmental organisation. As a Senior Principal Auditor he is the head of the Office's departments responsible for the audit of (among others) the Ministries of Defence, Justice and Public Order, and Agriculture, Natural Resources and the Environment.

KOK Ton

is audit manager at the Netherlands Court of Audit. He started working here in 1993 and has audit experience in many audit fields of Dutch government. He is responsible for the Court's report on the Dutch EU member state declaration since 2007. Recently he worked on a capacity building and consultancy project (developing audit approach to rely on internal control system based on COSO) and was member of a team that was engaged in performing a peer review of the Audit Board of the Republic of Indonesia.

KRUCHINA Miroslav

graduated in 1979 at the Czech Technical University in Prague in civil engineering. He has been working at the Supreme Audit Office of the Czech Republic since its establishment in 1993. He was the director of the Department for Investment and Environment and from 2000 to 2008 he was the director of the Department for Environment and Agriculture. Now he is in a position of the head of the Methodology and other financial instruments Unit in the Department IV, which is focused on the auditing of funds from abroad.

KULHÁNKOVÁ Marie

Master in corporate economics and management at the University of Economics in Prague in 2002. After a career in the private sector, she joined the Czech Supreme Audit Office in 2005, where she started to work as auditor in the Department of Agriculture and Environment. In 2006 she joined the Unit of Structural Policy and in 2010 she took up her current position as the head of this unit. She was both a member or a leader of several auditing groups in audits aimed at environmental policies (e.g. audit of research projects in environment, audit of national parks and Natura 2000) and structural policies of EU (e.g. audits of operational programs financed from ERDF and ESF).

MARTINHO Paula

graduated in business management from the Superior Institute of Management of Lisbon in 1988. She has a relevant audit experience at the Portuguese Tribunal de Contas, at the Internal Audit Department and, more recently, at the European Funds Audit Department, where she performed several audits on agriculture, rural development and fisheries, acting as team leader. She worked previously as financial inspector for the Portuguese Social Fund Management Institute. In the 1990s, she was a member of a working group within the European Commission in Brussels that focused on the examination of technical and financial issues of Social Fund aids to Member States.

MAYNARD Colin

is now retired from the European Court of Auditors (ECA) where he spent 26 years, finishing his career as director of the group dealing with aid to countries outside the EU. In this capacity and subsequent to his retirement he has been involved in co-chairing many seminars and workshops for representatives of SAIs in Europe. Previous responsibilities at the ECA included training and audit methodology, computer services and audit, and the ECA's Statement of Assurance. Prior to the ECA he worked as a private sector auditor in Ireland and Germany.

MELIS Simone

Simone joined the Algemene Rekenkamer (Netherlands Court of Audit) in November 2009 as a senior auditor in the field of EU policy. In this capacity, she has worked on various projects including the report on the Dutch Member State Declaration (CAP funds), the EU trend report, and a performance audit related to the implementation of EU environmental policy in the Netherlands. She has previously worked for a private research and consultancy company in London and as a policy officer for EU affairs at the Dutch regional representation in Brussels. She holds MA degrees in political science and european studies and a diploma in economics.

MERCIER Nelly

Master in economic and social sciences at the University of Namur in 1990. After a career in the private sector she joined the Belgian Court of Audit in 1996, where she has been working in different departments and took up her current position as senior auditor in 2008. She conducts performance audits in different sectors of the Walloon Region such as energy, employment, and agricultural policies. She is also responsible for the analysis of the Walloon Region's budget related to the agricultural policy.

McGHEE Maggie

joined the National Audit Office in the UK in 1998. She is currently a Director of financial audit and is responsible for the delivery of a financial audit portfolio encompassing the Department of Environment, Food and Rural Affairs and its underlying delivery bodies. This encompasses a total of 28 separate bodies. In addition she is the Director responsible for the delivery of the European Agricultural Funds to the European Commission in the National Audit's role as Certifying Body in the UK.

NÄGERL Caroline

holds a university degree in law. Having passed the German Second State Examination, she graduated from Regensburg University in 2003 and then went on to pursue postgraduate studies at the German University of Administrative Sciences in Speyer from 2003 to 2005. Ms Nägerl subsequently joined the Bundesrechnungshof, where she conducted audits in the field of basic benefits and placement services for jobseekers. Since 2009, she has been working in the audit unit in charge of consumer health, food safety and agriculture.

NIEJAHR Michael

has academic background in law and political sciences. Having completed his post-graduate studies in law at the College of Europe in Bruges, he obtained further a master degree in Advanced European Studies. After a short career in the private sector as lawyer he joined the European Commission in 1993 where he has been working at DG Transport, the Legal Service and since 2005 at DG Agriculture and Rural Development, being responsible for the audit of agricultural expenditure. He gives lectures on EU law and policy at the University of Würzburg, the Academy of European Law and the German Academy of Judges in Trier.

ORY-LAVOLLÉE Bruno

After having studied economics, political science and business he became auditor in the French Cour des comptes in 1985. He was involved in various audits, especially in the fields of development aid and police. He also had managerial responsibilities in several public agencies, mainly in the cultural sector, and was general secretary of the Cour des comptes. Since 2008 he has been carrying out audits as „conseiller maître“ in the department in charge of the budgets of transport, environment and agriculture. He has been head of the agricultural section since 2001.

REUS GARCÍA-BEDOYA José Manuel

Bachelor of law from the Universidad Complutense de Madrid, he joined the Spanish Court of Auditors in 1984, having previously belonged to management's internal control. He has specialized in auditing defence spending for more than 15 years and more recently, as Director of audit within the Department of Economic Management, in auditing of the State expenditure, especially the costs of agriculture, fisheries and environment. He normally participates in the missions that the European Court of Auditors carries out in Spain. He gives numerous lectures and has published various articles for the administration and external scrutiny.

RYBÁŘOVÁ Zlata

Bachelor of philology at the University of South Bohemia in 2003 and master of economics at the University of Agriculture Prague in 2006. After training at the Office of the Government she joined the Czech Supreme Audit Office in 2005, where she has been working in different departments including the department of agriculture and environment. Currently she participates in audits of different sectors such as energy, the environment and subsidies.

SCHULZOVÁ Hana

Master in corporate economics and management at the University of Economics in Prague in 2006. She started her career in private sector as internal auditor. She joined the Supreme Audit Office in 2009. She works in the unit specialised on the audit of structural funds and is now a member of an audit team at the Ministry of Agriculture that checks funds earmarked for improving the environment and the countryside under the Rural Development Programme.

SÝKORA Antonín

He had been working at the audit unit of the district executive office for 8 years, afterwards at the Ministry of State Control (predecessor of Czech SAO) for 3 years. In 1993 he became an auditor of the Czech SAO and is currently head of its CAP unit. He has a masters degree in philosophy and has a Ph.D. in theoretical law sciences.

TOPKA Jan

Master in economics from the University of Economics in Prague in 1998. After an audit career in the private sector, he joined the Supreme Audit Office in 2005. He conducts compliance audits of different measures co-financed from the budget of the European Union in the Czech Republic.

VAŇKOVÁ Hana

has been working at the Czech Supreme Audit Office for 17 years. Since 1994, she has been acting as a manager of auditing teams in the Department for Agriculture and Environment and in the Structural Funds Department. From 2004 to 2007, she worked at the European Court of Auditors in Luxembourg where she got financial and performance audit experience in structural Funds (ERDF, ESF), Cohesion Fund, and pre-accession programmes (ISPA, SAPARD). She also drafts comments and opinions on proposed legal regulations, especially those concerning the budget, accounting, and auditing activities.

VÁVROVÁ Tereza

graduated in 2008 in economics of public sector at the University of Pardubice. She has been working at the State Agricultural Intervention Fund as an auditor since 2009. In addition to practising of internal audits she has participated in external controls, especially audit missions, and co-operated with the Certification Body on monitoring of accreditation of the SAIF as a paying agency.

VEHKASALO Ville

is a Principal Performance Auditor in the National Audit Office of Finland. He graduated from the University of Helsinki with a Licentiate's Degree in economics. Since joining the office in 1999, he has audited (among other) agriculture, fisheries, forestry, and active employment policies. Before joining the audit office he was a researcher in the Agricultural Economics Research Institute and in the University of Helsinki. He has a special interest in econometrics and its applications in performance audit.

VERVOORT Jan

joined the Belgian Court of Audit in 1981. He received a master degree in law and later in European law. In the beginning he conducted audits in the sector of environment. Since 2004 he has been senior auditor in the area of agriculture. He has conducted audits on investment aid and setting up aid in agriculture, organic agriculture and aid granted to systems of advising farmers on land and farm management. He is also responsible for the monitoring of the Lisbon strategy.

SPINDELEGGER Margit

is head of the department for EU-Finances at the Austrian Court of Audit. This department performs EU-related audits and coordinates all contacts to the ECA (including the participation in ECA-audits in Austria). After several years as credit analyst in a state aid company and a short term at the European Commission/DG Competition (state aid department) she worked at the ECA auditing the European Development Funds. From 2001 to 2004 she was Head of Cabinet of the Austrian Member at the ECA, followed by a three-year term as Head of Cabinet of the President of the ECA. She holds a university degree in commercial science.

ZENDRON Silvia

holds a university degree in economics. Prior to joining the Austrian Court of Audit in March 2010 she worked at the Ministry of Finance for 14 years. As deputy head of unit she worked on the analysis, planning and management of budgetary funding of education, science and research as well as on reform projects to enhance efficiency and effectiveness of public spending. She coordinated the two-year run-up to a bilateral administrative agreement between the Austrian Government and the European Commission on cooperation in the field of internal audits of EU Structural Funds.

ZENNER Michael

a graduated Diplom Finanzwirt and former official in German Federal Ministry of Finance, joined the EU Commission (DG Customs and indirect taxation) in 1985 and the ECA's "Own resources audit unit" in 1993. Having audited the EAGF since 2000, he has become head of the EAGF financial audit unit in 2009.

ZIBAIA Nuno

graduated in Engineering from the Technical University of Lisbon in 1978. He has a long audit experience at the Portuguese Tribunal de Contas, as head of the audit division in charge of agriculture, rural development and fisheries and as responsible for the coordination of audit missions performed in Portugal by the European Court of Auditors. He represents the Tribunal de Contas in the Working Group of Structural Funds, in the Working Group on National SAI Reports on EU Financial Management, in the Agricultural Experts Network and in the Lisbon/EU 2020 Strategy Network, all established by the Contact Committee and assures the liaison with the EFTA Board of Auditors (Financial Mechanism of EEA). He worked as senior adviser of the Inspector General for Finance (Ministry of Finance). From 1986 to 1994, he was deputy head of the cabinet of the Portuguese Member of the European Court of Auditors in Luxembourg, working with audit methodology, agriculture, structural policies, transport and energy, research and internal policies and external European bodies.

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Practical Information

Getting around Prague

Prague is an easy city to navigate. The venue hotel, the *Grand Majestic Plaza*, is located conveniently on edge of the historical city centre. You will find it easy to walk the compact historical centre by foot. In fact, Prague can be best explored by foot and many Prague's historic districts are within pedestrian zones (Charles Bridge, Prague Castle, Old Town Square etc.). The places of greatest interest are the *Staré město* (Old Town) with the Jewish Quarter, *Malá strana* (Lesser Quarter) and *Hradčany* (Prague Castle Area).

Be sure to wear comfortable walking shoes because the streets in the historical city centre are still paved with cobblestones.

Ulice is the Czech word for street, but many of them historically go simply by the name, like *Truhlářská* (the street where the hotel is located), *Na Příkopě* or *Celetná*. *Město* means town, *náměstí* means square. For example, *náměstí Republiky* is Republic Square (your metro station, too), *Staré město* is Old Town, *Staroměstské náměstí* is Old Town Square.

Prague Transportation

You can always use the Prague public transport. The system is easy, fast, efficient, clean, safe, and well integrated.

The public transport operator (see www.dpp.cz) operates the metro (underground trains), trams, buses, and the funicular railway to the Petřín hill.

Tickets are reasonably cheap and multi-day passes are good value. The standard single ticket (transferable) costs 26 CZK (approx. 1 euro) and is valid for 75 minutes. You may switch between metro, buses and trams. A flexible 24-hour pass is priced at 100 CZK, a three day ticket at 330 CZK. Do not forget to validate your ticket when entering the metro, tram or bus. It is very likely that you will meet (uniformed) ticket inspectors.

About the Hotel and Venue

The seminar takes place at the hotel where participants are accommodated.



Address:

Hotel Grand Majestic Plaza
Truhlářská 16, 110 00 Prague 1
Czech Republic
Tel.: +420 211 159 100
Fax: + 420 211 159 159
www.hotel-grandmajestic.cz
reception@hotel-grandmajestic.cz

The hotel is located on the edge of the city centre, only steps away from the famous Municipal House and a 10 minute walk from the Old Town Square and other major sights of interest. The hotel has convenient connection to the airport by public transport.

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Internet

All rooms offer fast internet access. The „plug-and-play“ system does not require any reconfiguration on your notebook. Ask at the hotel reception for more details. Wireless internet (wi-fi) is available in the conference centre and other general access areas (restaurant, lobby etc.). An internet corner is available in the hotel lobby. All internet access is free of charge for hotel guests.

Meeting Costs

The host pays for the conference rooms, technical equipment and services provided during meeting, working lunches, coffee breaks, and the social programme (welcome cocktail, dinner and guided tour). The training event is organised with financial support of the EUROSAL.



Participants are expected to cover their travel and accommodation expenses as well as the services provided by the hotel on personal request (internet, fax, phone, individually requested copy service, mini-bar etc.).

Currency Exchange Rate

The currency of the Czech Republic is the *koruna* (crown). The abbreviation used is *Kč*. One crown is divided into 100 *hellers*.

The euro has not been adopted in the Czech Republic, even if it is accepted in some (tourist) shops.

Major credit and debit cards are widely accepted. Exchange offices are located at the airport, at the hotel and throughout the whole city centre. Please check the conditions for exchanging money carefully. A better exchange rate may be applied in the case that you exchange a larger sum of money.

The (very) approximate exchange rate is 25 CZK/1 EUR, 20 CZK/1 USD and 30 CZK/1 GBP.

Working Language

The working language of the meeting is English. Translations to other languages are not provided.

Meals and Social Programme for Participants

For participants only

Working lunches and coffee breaks are arranged for participants.

For participants and accompanying persons

A welcome cocktail is held at the hotel on the eve of the seminar, on 24 October. Accompanying persons are invited to attend this cocktail.

Participants and accompanying persons are invited for dinner outside. Dinner will be held on 25 October.

A guided tour of Prague will be organised for participants and accompanying persons in the afternoon on the last day of the seminar (27 October). We advise that you wear comfortable clothes and comfortable shoes (the streets of the Prague city centre are paved with stones). Please note that it may be raining.

Accompanying Persons

Accompanying persons are invited to attend the welcome cocktail, dinner and guided tour.

Useful Vocabulary



English	Czech
Yes	ano
No	ne
Please	prosím
Thank you	děkuji
Hallo (formal)	dobrý den
Goodbye	na shledanou
Excuse me	promiňte
Where	kde
When	kdy
How	jak
Left	vlevo
Right	vpravo
Large	velký
Small	malý
Good	dobrý
Bad	špatný
Near	blízko
Far	daleko
Cheap	levný
Expensive	drahý
Open	otevřeno
Closed	zavřeno
Today	dnes
Tomorrow	zítra
Yesterday	včera
Day	den
Week	týden
Year	rok
How much is...?	Kolik stojí...?
What time is it?	Kolik je hodin?
Where is...?	Kde je...?
I don't understand.	Nerozumím
Do you speak English/ German / French?	Mluvíte anglicky / ně- mecky/ francouzsky?

English	Czech
Please write it down.	Prosím, napište to.
One	jeden
Two	dva
Three	tři
Four	čtyři
Five	pět
Six	šest
Seven	sedm
Eight	osm
Nine	devět
Ten	deset
Eleven	jedenáct
Twelve	dvanáct
Thirteen	třináct
Fourteen	čtrnáct
Fifteen	patnáct
Sixteen	šestnáct
Seventeen	sedmnáct
Eighteen	osmnáct
Nineteen	devatenáct
Twenty	dvacet
Twenty one	dvacet jedna
Twenty two	dvacet dva
Thirty	třicet
Forty	čtyřicet
Fifty	padesát
Sixty	šedesát
Seventy	sedmdesát
Eighty	osmdesát
Ninety	devadesát
Hundred	sto
Thousand	tisíc

