This form is used is used to stand as a record of the proposal from the project team.

**PART A: PROJECT IDENTITY**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Description** | | **Information** | | | | | | | | |
| **Project number and title as per SDP** | |  | | | | | | | | |
| **Working title(s) for the new pronouncements** | |  | | | | | | | | |
| **Project aim** | |  | | | | | | | | |
| **Project objectives** | |  | | | | | | | | |
| **Project duration** | |  | | | | | | | | |
| **Name of the lead WG** | |  | | | | | | | | |
| **Key contacts** | | **Name** | | **Surname** | | **Address** | **Email** | **Office Phone** | **Business Mobile Phone** | **Organization/**  **Sponsoring SAI** |
| **Project Group Lead** | |  | |  | |  |  |  |  |  |
| **Contact persons for the goal chair** | |  | |  | |  |  |  |  |  |
| **FIPP liaison officers** | |  | |  | |  |  |  |  |  |
| **Other anticipated project team members (list of names and organizations)** | | | | | | | | | | |
| **Key contacts** | **Name** | | **Surname** | | **Address** | | **Email** | **Office Phone** | **Business Mobile Phone** | **Organization/**  **Sponsoring SAI** |
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**PART B: PROJECT MILESTONES**

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| --- | --- | --- | --- | --- | --- |
| **Stage** | | **Due process milestones** | | | |
| 1. | **Project Proposal** | **Start Date** | **End Date** | **Expected Time in Total** | **Comments** |
|  |  |  |  |
| **N.B. Allow three months between end date of stage 1 and start date of stage 2 for FIPP approval of the project proposal** | | | |
| 2. | **Exposure draft** | **Start Date** | **End Date** | **Expected Time in Total** | **Comments** |
|  |  |  |  |
| **N.B. Allow three months between end date above and start date below for FIPP approval of the project proposal** | | | |
| **Exposure period** | **Start Date** | **End Date** | **Time in Total (not negotiable)** | **Comments** |
|  |  |  |  |
| 3. | **Endorsement version** | **Start Date** | **End Date** | **Expected Time in Total** | **Comments** |
|  |  |  |  |
| **N.B. Allow three months between end date of stage 3 and start date of stage 4 for FIPP approval of the project proposal** | | | |
| 4. | **Final pronouncement, including translation into all official INTOSAI languages\*** | **Start Date** | **End Date** | **Expected Time in Total** | **Comments** |
|  |  |  |  |
| \* “Unless other mechanisms have been established, the working group is responsible for translation of the approved endorsement version into the five official languages.” (Due Process, page 9.) | | | |

**PART C: INITIAL ASSESSMENT AND PROJECT PROPOSAL**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Initial assessment – Matters to be covered (Due Process, pages 6 and 7)** | | |
| C.1. | Explanation of the need for the project | |  |
| C.2. | Description of the categories of auditing or other engagements that will be covered by the new pronouncement(s) | |  |
| C.3. | Description of different types of SAIs/audit engagements that must be accommodated in the new pronouncement | |  |
| C.4. | Challenges, if any foreseen, that would have to be managed by SAIs in implementing the new pronouncements | |  |
| C.5. | Explanation of how consistency with ISSAI 100, other existing ISSAIs and other professional pronouncement(s) will be ensured | |  |
| C.6. | Explanation of the extent to which it will be possible and desirable to build on pronouncements from other internationally recognized regional or national standard-setters and if so, the extent to which supplementary pronouncements are needed to provide clarity on new pronouncement. | |  |
|  | **Project proposal – Matters to be covered (Due Process, page 7)** | | |
| C.7. | Explanation of organization of the project describing how project group members will be drawn from relevant sub- committees/working groups/other interested parties |  | |
| C.8. | Explanation of the outcome of the project specifying how existing professional pronouncements may be affected. |  | |
| C.9. | Explain the quality processes that will be applied in the drafting process (see Due Process, page 7 and 8) along with the parties that the project group will consult and engage with. |  | |

**PART D: AUTHORITIES**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PERSON** | **NAME** | **SURNAME** | **DATE** | **SIGNATURE** |
| Project Leader |  |  |  |  |
| Responsible Goal Chair |  |  |  |  |