

COAST Foundation

Matrix by objectives and year [2023-27]: Internal Audit Sector

Major Objectives	Specific Activities under the Objective	Milestone					Assumptions
		2023	2024	2025	2026	2027	
1. To strengthen organizational/Sectoral capacity through developing policy and guidelines those will create enable environment for auditing, maintain compliance for core and non-core program.	1.1 Review of Internal Audit Manual [Procedures and Guideline for MF audit].	June'23	-	-	-	Review	1. Gathering related information may take time 2. Scheduling of Resource person. 3. Communicate and taking consent of selected organization.
	1.2 Review/Develop Internal Audit Policy.	June'23	-	-	-	Review	
	1.3 Develop Code of Conduct: Coordinating the core program [MF], Project for Internal audit sector.	June' 23	-	-	-	Review	
	1.4 Review on existing audit reporting system.	Dec' 23	-	-	Review		
	1.5 Review the Organogram and ToR for IA sector.	July'23	-	-	-	Review	
2. To develop qualified and skill human resource for IA sector to provide professional audit and assurance services for management.	2.1 Basic Training of auditing.	01 [Oct]	-	-	-	01 [June]	
	2.2 Total 6 monthly refreshers on audit activities, observation, and learning.	01	02	02	02	02	
	2.3 Deployed new staff following an alternative / changing approach.	02	02	-	-	-	
	2.4 Cross Learning with other organization and learning on best practices.	01	-	-	01	-	
3. Keep regularize the periodical audit activities according to the plan covering both MF and other development projects being implemented.	3.1 Develop yearly audit plan on MF and donor project.	01	01	01	01	01	
	3.2 Auditing MF Program	115 MF All proj.	Cont.	Cont.	Cont.	Cont.	
	3.3 Auditing donor projects.	06	06	06	06	06	
	3.4 Central Finance Audit [Monthly]	09	12	12	12	12	
	3.5 Audit Community Radio [09	12	12	12	12	
	3.6 Coordinate Annual External Audit	01	01	01	01	01	

Major Objectives	Specific Activities under the Objective	Milestone					Assumptions
		2023	2024	2025	2026	2027	
	3.7 Post Audit follow up.	20	30	30	30	30	
	3.8 Conduct IA meeting [MF].	06	06	06	06	06	
	3.9 Conduct IA meeting [Central Finance and Donor project].	09	12	12	12	12	
	3.10 Conduct Audit Hearing.	06	06	06	06	06	
	3.11 Conduct Pre-EC Audit and Financial meeting.	04	04	04	04	04	