

## TRAINING PROGRAMME

### USE OF NEWLY UPDATED MANUAL ON INTERNAL CONTROL SYSTEM FOR PUBLIC ADMINISTRATION BODIES (LOCAL LEVEL)

<b>Time</b>	<b>Topic</b>	<b>Speaker</b>
9:00-9:30	Arrival and registration	
9:30-9:45	Opening speech	CHU
9:45-10:15	Internal Control System – basic information, what have changed in COSO 2013, corresponding changes in the ICS manual	STE
10:15-11:15	Description of processes and flowcharts added to the ICS manual, Latvian / Dutch experience and practice (Processes of Strategic planning and Recovery of unduly spent funds)	STE
		STE
11:15-11:30	Discussion, Q&A	STE
11:30-12:00	Coffee Break	
12:00-13:00	Practical work (Processes of Financial planning and Business event and transaction recording)	STE
13:00-13:30	Risk management – basic information on updated Guidelines for risk management	CHU