

3.4.1 CONDUCT OF REVIEWS

Chief Internal Auditors must have a process in place for periodic internal and external quality assessments. External quality assurance (peer) reviews ~~must-should~~ be conducted pursuant to the process adopted by SIAAB using the SIAAB Quality Assurance Matrix; any alternate QAR processes, such as the QAR Manual or IIA resources, must be approved by SIAAB.

3.4.4 EXTERNAL QUALITY ASSURANCE REVIEW REPORTS

At the conclusion of the on-site review, the review team shall meet with the Chief Internal Auditor of the Internal Audit Organization in a pre-exit to discuss the preliminary results of the review. Observations or suggestions for improvement in techniques used by the Internal Audit Organization, which are not conformance issues with the IIA, Standards and Code of Ethics adopted by the Board's Bylaws (Article Sections III and IV) should be brought to the Chief Internal Auditor's attention and should not be included in the Internal Audit Department's External Quality Assurance report. The written report shall include the team leader and Chief Internal Auditor signatures and their written comments. The Internal Audit Department's Quality Assurance Report 27 and Quality Assurance Matrix should be forwarded to the Assistant Quality Assurance Coordinator. These documents shall be reviewed by a Special Assistant and the Assistant Quality Assurance Coordinator using the Quality Assurance Coordination Checklist. The Assistant Quality Assurance Coordinator will make recommendation to the Quality Assurance Coordinator on whether the Board should accept or decline to accept the Internal Audit Department's Quality Assurance Report. After the Quality Assurance Coordinator reviews the Coordination Checklist and resolves any concerns/disagreements, the Quality Assurance Coordinator shall make a recommendation to the Board to accept/decline to accept the Internal Audit Department's Quality Assurance Report. After the Board decides to accept or decline acceptance of the Report, the Quality Assurance Coordinator shall prepare, sign and issue SIAAB's Letter to Accept/Decline to Accept each Internal Audit Department's Quality Assurance Report. The official date of a QAR report shall be the date a QAR report is submitted to the SIAAB Quality Assurance Coordinator or Assistant Quality Assurance Coordinator for approval, if the report is subsequently approved by the SIAAB.