

APPENDIX A

AUDIT RESOURCE FOR THE 2013/14 AUDIT PLAN					
	Totals	Internal Audit Manager	Revenues & Benefits Auditor	Internal Auditor	Computer Auditor (P/T Hrs)
FTE POSTS	3.60	1.00	1.00	1.00	0.60
DAYS AVAILABLE	936	260	260	260	156
PLANNED AUDITS					
Annual Governance Audits	139				
Grant Claims / National Fraud Initiative	95				
Audit Advice / Special Investigations	40				
Follow ups	30				
High Risk Audits	60				
Medium Risk Audits	180				
Contingency	25				
Consultancy	25				
Total Chargeable Days	594				
NON-CHARGEABLE TIME					
Supervision and management	50	50			
Seminars and training	33	11	6	6	10
Team meetings	5	5			
Performance appraisals	0				
Strategic, Annual and Business Planning	5	5			
Annual Leave	97	27	27	27	16
Public Holidays	31	8	8	8	7
Concessionary Leave	7	2	2	2	1
Sickness	18	5	5	5	3
Monthly / Quarterly reports on Audit	10	10			
Maternity / Paternity leave	0				
Vacancies	0				
Admin / Reading / Elections	51	10	16	15	10
External Audit Liaison	15	10	5		
Total Non-Chargeable Days	322	143	69	63	47
TOTAL RESOURCE REQUIREMENT	916				
TOTAL AVAILABLE DAYS	936				
RISK MANAGEMENT	20				