A-SEAT

Online Audit Management System for SAIs

A-SEAT is a powerful, highly customisable online audit management system designed specifically for the SAI environment

It can be accessed remotely from any SAI network-connected device and gives your audit team and supervison full access to the software application and data.

SUCCESS Factors

1. **Management** commitment
2. Buy-in & commitment of **auditors**
3. Requisite **technology**
4. **Complementing** SAI processes
5. Continuous **skills development**



CONFIGURABILITY Features

- Audit types and associated stages
- Adding and removing audit guidance manuals
- Quality assurance module
- Audit reports are configurable and can be exported to editable MS Word or PDF files
- Audit working papers as per audit type
- Enforcement of collaboration in teams
- User access rights
- Audit scheduling and audit calendar included
- Recording of timesheets and HR module
- Levels of review can be done for each audit task

A-SEAT TAKES YOUR AUDITS ONLINE

AUDIT PLANNING

- Audit client selection
- Client risk assessment
- Sector assessment
- Audit topic selection
- Auditor planning
- Audit scheduling

AUDIT EXECUTION

- Working papers
- Audit guidance
- Quality control
- Review
- Links with other audits
- Management overview
- Monitor plan deviations

AUDIT REPORTING

- Auditors reporting
- Management letter
- Resource utilisation
- Oversight report (to parliament)
- Tracking recommendations

BENEFITS OF A-SEAT

- Powerful networked system accessible online
- Highly configurable to SAIs' requirements
- Customise to make it your own
- Designed for SAI routine audit work



HOW CAN A-SEAT HELP MY SAI?

- Audit planning
- Audit management
- Audit guidance for auditors
- Audit control and closure
- Audit recommendation tracking
- Quality audit management
- Auditor monitoring & control
- Supervision
- Security of files

HOW CAN YOUR SAI GET A-SEAT

STAGE 1: Project Start-up

- Prepare a business case for audit automation
- A formal request to AFROSAI-E for the A-SEAT system
- Form a project team

STAGE 2: Initiation

- Conduct change readiness assessment of SAI people, processes and systems
- Design a change management plan
- Confirmation of requisite infrastructure for A-SEAT
- Conduct an IT self-assessment
- Agree on project management approach and documentation requirements
- Cost drivers –change management activities and IT self-assessment



STAGE 3: Build Infrastructure

- Procure or prepare the necessary infrastructure
- Review internal processes and design action plans based on IT self-assessment
- Implement change management activities
- Cost drivers – building required IT infrastructure

STAGE 4: Translation

- Cost drivers – translation services

STAGE 5: Deploy

- Confirm remote working infrastructure and set up a server
- Install the application and do functional testing
- Configure based on SAI audit processes and do functional testing
- Cost drivers – deployment



STAGE 6: Training and Piloting

- Train audit staff
- Pilot on actual financial, compliance, performance audits
- Cost drivers – training activities

STAGE 7: Pre-rollout review

- Implement final configurations and settings based on pilot feedback

STAGE 8: Roll-out

- Implement a training and rollout plan
- Ongoing reviw for continuous improvement of the system
- Cost drivers - training activities



TECHNICAL REQUIREMENTS

SOFTWARE REQUIREMENTS:

- Internet Information System (IIS) web server for Windows Operating System
- Apache Web Server for Linux or Windows Operating Systems
- POSTGRESQL software for database management
- PHP 7.0 or higher
- Latest browsers
- Other Critical Requirements
- Well-established computer infrastructure for system accessibility (e.g. good network and laptops)
- Skilled ICT staff to customise and manage system

HARDWARE REQUIREMENTS

- Multicore server with an I7 processor
- A minimum of 16GB of memory
- A minimum 1TB hard drive with one or more Raid Configuration

OTHER CRITICAL REQUIREMENTS

- Well-established computer infrastructure for system accessibility (e.g. good network and laptops)
- Skilled ICT staff to customise and manage system