

Charter of the Audit Committee

Effective November 22, 2011

Name

Audit Committee for the Council of the Inspectors General on Integrity and Efficiency (CIGIE).

Authority

Section 11 of the Inspector General Act of 1978 (5 U.S.C. app. 3.), as amended (IG Act).

Mission

The mission of the Audit Committee is to provide leadership to and serve as a resource for the Federal Inspector General (IG) audit community. Specifically, the Audit Committee sponsors and coordinates audit-related activities that address multi-agency or Government-wide issues, maintains professional standards for OIG audit activities, and administers the audit peer review program. The Audit Committee also provides input to the CIGIE Professional Development Committee on the training and development needs of the CIGIE audit community, and advice to the Chairperson, Vice Chairperson, and Executive Director regarding CIGIE's contracts for audit services.

Membership

Taking into consideration the interest and preference of CIGIE-member IGs, members of the Audit Committee will be selected by the CIGIE Chairperson in consultation with the Audit Committee Chair and other CIGIE Committee Chairs. Members of the Audit Committee must include IGs appointed under both section 2 and section 8G of the IG Act, and may include CIGIE-member IGs whose offices were established pursuant to other statutory authorities. Members serve a 2-year term and may serve consecutive terms, if reappointed.

Chair and Vice Chair

In the spring of every odd-numbered year, CIGIE will hold Committee Chair elections. With respect to the Audit Committee, the Chair will be elected from among all CIGIE-member IGs by the full CIGIE membership. The Vice Chair for the Audit Committee will be selected by the Audit Committee Chair from among members appointed under a category of the IG Act different from the category under which the Chair is appointed. The Audit Committee Chair and Vice Chair will serve for a 2-year term, and can serve consecutive terms if re-elected or reappointed, respectively. In the event the Audit Committee Chair resigns during the term, the Vice Chair becomes the Audit Committee Chair and may appoint a new Vice Chair, if appropriate.

The Audit Committee Chair is responsible for planning and arranging for the Committee's scheduled meetings and providing the CIGIE Chairperson and CIGIE membership with regular reports on the Audit Committee's activities. The Audit Committee Chair serves on the Executive Council, which assists the CIGIE Chairperson in the governance of CIGIE. In the absence of the Audit Committee Chair, the Audit Committee Vice Chair will fulfill these responsibilities.

Duties of the Committee

The Audit Committee is responsible for establishing the goals and strategies necessary for accomplishing its mission. To complement and enhance this mission, the Audit Committee partners with the Federal Audit Executive Council to obtain its assistance and input on issues before the Committee.

The Audit Committee will lead or be involved in coordinated, government-wide activities that promote economy and efficiency in Federal programs and operations and address areas of weakness and vulnerability with respect to fraud, waste, abuse, and mismanagement. In addition, the Committee will serve as a resource for the Federal audit community, maintain professional standards for OIG audit activities, administer the CIGIE Audit Peer Review Program, and develop auditor training requirements. The Audit Committee generally has the authority to act within their areas of jurisdiction; however, the issuance of any community-wide report or guidance, shall require consideration by the CIGIE Executive Council and if appropriate, a vote of the full CIGIE.

The Audit Committee plays an integral role in ensuring that CIGIE obtains an independent financial statement audit. Specifically, under the direction and approval of the Audit Committee, the CIGIE Executive Director will contract for an independent financial audit of CIGIE's financial statements and operations at the conclusion of each fiscal year. The Audit Committee will receive all audit reports and coordinate the activities of the independent auditor with the CIGIE staff.

Meetings

The Audit Committee shall meet bi-monthly. The Audit Committee Chairperson may call more frequent meetings, as necessary. The Chairperson will set the final agenda after considering input from the Vice Chairperson and Committee members. Staff from the Audit Committee Chair's office will be responsible for preparing minutes of all Committee meetings and maintaining communications with Committee members.

Decision-Making Process

Audit Committee decisions will be made by consensus when possible. When consensus is not possible, any two members (a proposer and a second) may call for a vote on an issue. At the option of the Audit Committee Chair, elections and votes may be held by a show of hands, recorded vote, or by secret ballot. If a member is unable to attend an Audit Committee meeting, an authorized substitute for that member may attend a meeting and vote in the stead of the

member or the member may designate another member to act as their proxy for voting. For a motion to be considered decided, it must have the agreement of a majority of the entire membership present. If necessary, electronic votes may be held between meetings.

Amendment of the Charter

This Charter may be amended at any time by a two-thirds vote of the Audit Committee, provided such proposed amendment is submitted to the Committee members reasonably in advance of the vote. Any member may have an authorized substitute or proxy holder vote in the stead of the member.