6.2   Supporting our Work

To support our audit staff in the performance of their work, we have established three support services in the Office with the following responsibilities:

Administration - provides the Executive with sufficient information to direct the continued operation of the Office, provides audit staff with materials and other supports necessary to complete assignments without unnecessary distraction, and is responsible for human resource management in the Office.

Professional Practice - provides advice and support to the Office on all accounting and auditing policies and practice matters and on legislative matters affecting the Office and its work. It ensures that the practices of the Office are consistent with the requirements of the Canadian Institute of Chartered Accountants (CICA), other governing bodies, and our own policies and procedures. This area reviews current and emerging accounting and auditing issues and new practices within the public sector in Canada and throughout the world, keeps the Office informed of new developments and requirements in the profession and, where necessary, provides comments to professional bodies and central agencies. This area also co-ordinates training for audit staff and performs quality control reviews of all financial statements, legislative audit reports and other reports issued by the Office.

Information Technology - provides consultation and technical support on all matters dealing with information technology. This area is responsible for implementation of the Office's information technology strategic plan. It also monitors technological developments relevant to the Office, provides ongoing operational support and assists in training activities.

In addition, the Office has established three staff committees - Human Resources, Information Technology, and Occupational Health and Safety. These Committees deal with staff and operational issues and provide recommendations to the Executive.   Committee membership is on a rotational basis and all staff are encouraged to participate.

6.3   Human Resource Initiatives

The quality of our work depends on the motivation, talent and energy of our staff. Therefore, it is essential for our Office to create an environment that encourages, supports and perpetuates a commitment to our mission and values. To achieve this goal, over the years, the Office has developed a number of initiatives, including the following: