

The Southern African Institute of Government Auditors



Government Auditing Specialism Programme (GASP)

2012



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2012



The Government Auditing Specialism Programme (2012)

Executive Summary



RGAs-REQUIREMENT

All candidates who wish to qualify as Registered Government Auditor (RGA) have to enroll and successfully complete the Government Auditing Specialism Programme (GASP).

NORMAL FORMAT OF GASP

The current format of GASP consists of seven Modules, assignments and three summative assessment (written over three days). GASP is presented in August and September with the RGA-Qualifying Examination (RGA-QE) written at the end of November. GASP is based on the following educational concepts:

- Attendance of specific training interventions (seven Modules).
- Self-Study assignments.
- A three-paper summative assessment.

FORMAT OF GASP 2012

Candidates can enroll for GASP as from the beginning of 2012 (January).

The last day to enroll is Thursday, 12 April 2012.

If sufficient, duly completed successful applications are received by the SAIGA Secretariat by 12 April by 12:00, GASP will be rolled out for 2012. Candidates are advised to enroll as soon as possible to ensure that the programme will be presented in 2012. The faster we receive entries, the quicker the decision to present GASP 2012 can be confirmed.

In 2012, four of the seven Modules will be presented over two days, the sixth Module over one day and the fifth and seventh Modules (GAAP) will remain three days long. The shortened Modules will contain specific instructions to ensure that candidates cover the same course content. This will be achieved through specific assignments, reading work, etc.

To save on traveling and related costs, the Modules will be grouped in pairs of two in one week. Candidates can travel on Tuesdays and the first of the two Modules will commence on Wednesday – the second Module for the week ending on Saturday.

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TIME FRAME

GASP 2012 will commence on 15 August 2012 and the last Module will be presented on 15 September 2012. The last of the three summative assessments will be written on 29 September 2012.

The RGA-QE is scheduled for 14, 15 and 16 November 2012.

QUALIFYING CRITERIA

Candidates are allowed to enroll for GASP if they meet the subject requirements set out in the COBOKS (Common Body of Knowledge and Skills - 2008) as well as the four-year degree-diploma requirement. Details are set out in the COBOKS on pages 7 and 8.

Please note that a three year degree, which was obtained through four or even five years of study is not sufficient. Therefore you cannot apply for GASP if you only have a BCom or a BCompt. You need a BCompt (Hons) or BCom (Hons) with the correct subjects.

If SAIGA does not receive the all application documents (degree certificates, subject lists [pre and post graduate], GASP checklist, etc as required) and if the forms are not duly completed and signed, an application can be judged as unsuccessful. SAIGA is under no obligation to request the outstanding documents. So candidates have to make 100% sure that they submit all required documents and that they fill-in all the required fields on the application form.

It is not a requirement that candidates have completed their period of practical training. If they pass the RGA-QE, they do, however, have to have completed their period of practical training *before* being allowed to register as RGA.

GENERAL APPROACH DURING GASP

The seven Modules form the core of the GASP training intervention. Between the various Modules candidates will have to do additional reading and self-study and also prepare and submit a number of assignments based on the course contents of particular Modules. Details will be communicated to candidates during the lectures. Not all Modules will require the submission of formal assignments, as Modules of practical application will take preference. The assignments will be prepared and assessed by SAIGA. GASP is completed by the writing of three summative assessments. The summative assessments are designed to mirror the RGA-QE format and on 27, 28 & 29 September 2012 candidates will write three three-hour examinations (GASP 2012 assessments).

Successful completion of GASP is determined based on the following criteria:

- Satisfactory attendance of the seven GASP Modules.
- The cumulative mark of the various assignments.
- The summative assessment mark.

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The exact ratio between the above will be determined by SAIGA and communicated to candidates during the programme.

In line with the admittance requirements for examinations at tertiary institutions, a final mark of 40% is needed to successfully complete GASP and be allowed to enroll for the RGA-QE.

MINIMUM ENROLMENTS FOR GASP

GASP cannot be presented unless a minimum economically viable number of participants enroll. This minimum number is 25. If sufficient, duly completed successful applications are received by the SAIGA Secretariat by Thursday, 12 April 2012 by 12:00, GASP will commence.

NOMINATION AND REGISTRATION PROCEDURES

Applications for GASP 2012 have to be submitted as soon as possible directly to SAIGA, either by faxing your application and supporting documents to 012 362-1418 or by scanning the documents and sending an e-mail to secretary@saiga.co.za

All applications, with all required documents and forms attached, must be received by the SAIGA Secretariat no later than Thursday, 12 April 2012 by 12:00.

All successful GASP applicants have to be registered as trainee auditors for at least the duration of GASP. So even if you have completed your CA articles, or another learnership or practical work period, you still have to register as trainee auditor for 2012 to be able to do GASP 2012.

If the person registering for GASP 2012 is already registered as trainee auditor (RGA route), no further action needs to be taken.

If the person registering for GASP 2012 is not already registered as trainee auditor, then, after being informed of the successful application for GASP 2012, the applicant has to submit an application to register as trainee auditor with SAIGA. To obtain the necessary forms, on the SAIGA website www.saiga.co.za go to "members" then to "how to become a RGA" and at the bottom of this page under the heading: Forms / documents for use in this section. If you only register to enroll for GASP 2012, there is a concession applicable and you do not have to pay the once-off registration fee (only the annual trainee auditor fee). Please use the separate form: *Application to enroll as GASP-only trainee auditor 2012*.

Successful GASP 2012 candidates will have to register for the November 2012 RGA-QE after the results of GASP 2012 are published on Friday, 12 October 2012.

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VENUES FOR GASP 2012

All GASP lectures are presented *in-house* in the Auditor-General (AGSA) in Pretoria. The AGSA will communicate the details of the specific venues to participants who have registered.

The summative assessments (27, 28 & 29 September 2012) will be written in the AGSA Offices where the respective candidates work and supervised by AGSA staff. The assignments are then sent to SAIGA and marked by SAIGA.

The RGA-QE (14, 15 & 16 November 2012) is written on the UNISA Sunnyside Campus in Pretoria.

FEES AND PAYMENT

The fees for GASP 2012 are made available on the SAIGA website together with all other fees relating to registration as trainee auditor, RGA, the RGA-QE, etc. (On the SAIGA website www.saiga.co.za go to "members" then to "how to become a RGA" and at the bottom of this page under the heading: Fees payable in respect of this section – 2012/2013 year).

GASP fees are payable as follows (the fees have not been increased from 2011):

- A. The application fee of R3,990 (VAT incl.) with the application. (Should GASP not commence due to insufficient entries, this fee will be refunded to successful GASP applicants). No refund will be made to unsuccessful candidates – so do not apply if you do not meet the RGA subject and degree requirements (do not apply if you only have a BCom or BCompt). Also note that you will only be informed of whether or not your application was successful after you have faxed (no e-mail!) your proof of payment to the SAIGA Secretariat (012 362-1418).
- B. 50% of the GASP fee (R15,105 - VAT incl.) within 30 days after being informed that your application for GASP was successful.
- C. 50% (R15,105 - VAT incl.) before Module 4 is completed (latest date for payment is therefore 31 August 2012).

RGA-QE registration fees are payable on registration.

In all cases, Interest for late payments will be charged at prime plus 5%.

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SPECIFIC DATES

Week 1 : **15– 18 August 2012**

Module 1: 15– 16 August 2012

International auditing standards (IAS) applied in the Auditor-General's PAM

Generally accepted auditing standards, specifically International Auditing Standards (IAS) as they are applied in the Auditor-General's Public Audit Manual (PAM). Writing and examination techniques.

Module 2: 17 – 18 August 2012

The government auditor's Regulatory Framework

The government auditor's Regulatory Framework includes the PFMA, *Treasury Regulations*, MFMA, *Public Audit Act*, *INTOSAI Code of Ethical Conduct*, government auditor ethics, the *King Code of Corporate Governance* (applicable to certain public entities).

Week 2 : **29 August – 01 September 2012**

Module 3: 29 – 30 August 2012

Performance auditing and related auditing specialisms

Performance auditing, auditing of performance information, forensic auditing.

Module 4: 31 August – 01 September 2012

Practical audit application

Case studies and the practical application of auditing standards (general concepts, IAS, performance, etc.) in the government auditing process and environment.

Auditing in a computer environment.

Examination techniques are applied to auditing questions.

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Week 3 : **05 – 08 September 2012**

Module 5: **05 – 07 September 2012**

Public sector accounting

National Treasury's Guide for the Preparation of Annual Reports and Annual Financial Statements, specific accounting issues relating to GRAP, approved GRAP statements, case studies and application, journal entries, etc.

Module 6: **08 September 2012**

AFLA (Accounting Framework for Local Authorities)

Statements of Generally Recognised Accounting Practice (GRAP) applicable to local authorities, case studies and related MFMA requirements applied to the annual financial statements of local authorities.

Week 4 : **13, 14 & 15 September 2012**

Module 7: **13, 14 & 15 September 2012**

Selected GAAP statements

Selected Statements of Generally Accepted Accounting Practice (GAAP) – International Financial Reporting Standards (IFRS). Mostly applicable to public entities and also including case studies and examination technique in answering accounting related questions.

Summative assessments: **27, 28 & 29 September 2012**

Results of GASP (successful or not): **12 October 2012**

RGA-QE **14, 15 & 16 November 2012**

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RESPONSIBILITIES OF THE AGSA

The AGSA will assist in communicating the GASP 2012 event to its staff.

If the AGSA pays the fees on behalf of certain GASP candidates, the AGSA will send the relevant payment advices to SAIGA as soon as payment is done.

The AGSA will arrange for in-house venues in Pretoria for all seven Modules and the summative assessments and communicate the details thereof to the participants.

The AGSA will communicate any in-house / internally related information to the GASP candidates (for example travel arrangements, rules relating to accommodation options, submission of claims).

The AGSA will provide certain material for use during the programme to its staff (for example: the *Public Audit Act*, the PFMA and other legislation, the Auditor-General's PAM, etc). SAIGA and the AGSA will co-ordinate this aspect in advance.

The AGSA will arrange for the summative assessments of its GASP candidates. This means allocating candidates to specific venues, distributing the assessments (received from SAIGA) to the various venues where candidates are writing, arranging for invigilators to supervise during the writing of the assessments, collecting the candidates' assessments solutions and returning them to SAIGA by Wednesday, 03 October 2012.

RESPONSIBILITIES OF SAIGA

On receipt of the GASP registration, SAIGA will evaluate the candidate's qualifications and assess whether or not the candidate meets the COBOKS subject requirements and the four-year degree/diploma requirement. If the candidate meets the requirements, and if the candidate has paid the GASP application fee and faxed proof of payment to SAIGA, SAIGA will communicate this to the applicant.

If the application was unsuccessful, (and provided the application fee was paid), this will also be communicated to unsuccessful applicants. Please note that the application fee is not refundable if the application is unsuccessful.

As applicable, (if not already registered as trainee auditor), successful GASP applicants will then have to submit a trainee auditor application form (with the relevant fees) to SAIGA and the Institute will then also register the applicant as trainee auditor.

SAIGA will present the actual Modules, reproduce material, provide course files, prepare and mark the assignments and assessments and collect and manage the marks.

SAIGA will communicate the results of the GASP to paid-up candidates by 12 October 2012 and issue a certificate of completion of GASP to the successful candidates. After being informed that they were successful in the GASP programme, candidates then have to register for the November 2012 RGA-QE.



ANY ENQUIRIES REGARDING
THE GOVERNMENT AUDITING SPECIALISM
PROGRAMME (**GASP**) 2012
CAN BE ADDRESSED TO :
THE CHAIRPERSON OF SAIGA'S
EDUCATION & TRAINING COMMITTEE:

secretary@saiga.co.za

012 362-1221



SAIGA
ADVANCING AUDITING AND ACCOUNTABILITY