

AUDIT CATEGORY					%
Total available days less leave etc				618	
PLANNED AUDITS/ AUDIT WORK					
Systems }	290				
Regular & Ad Hoc audit work }					
V.F.M	35	325	325		52.59%
CONTINUOUS AUDIT					
a. Routine Checks	4				
b. Small Systems Review	0	4	4		0.65%
SPECIALIST AREAS					
a. Computer					
i. Development	18				
ii. Audit	22	40	40		6.47%
b. Contract					
i. Final Account/Procedure Rules	32				
ii. Current Audit	12	44	44		7.12%
MANAGEMENT					
Audit	45				
Other	15	60	60		9.71%
OTHER					
Special Investigations	30				
Contingency	12	42	42		6.80%
TRAINING, FURTHER EDUCATION ETC					
Seminars and Meetings	20	20			
Training -C.P.E	10				
Further Education	0				
In-House	16	26	46		7.44%
ROUTINE DUTIES					
External Audit		12			
General Office Duties		10			
Internal Check-Payroll		1			
Cash Office Duties		4			
Procurement		3			
Paid Cheque enquiries		1			
Security		8			
Other		18	57		9.22%
TOTAL DAYS FOR EACH YEAR OF THE PLAN			618		100.00%