

# Comptroller General Covid-19 Lessons Learned Discussion Group

## Terms of Reference

### BACKGROUND

In April 2020, the Comptroller General of the United States established the [INTOSAI Covid-19 Initiative](#) under the auspices of the INTOSAI Policy, Finance, and Administration Committee (PFAC). One goal of the initiative was to develop a high-level lessons learned document for interested stakeholders that would focus on mitigating and minimizing similar situations in the future, with an emphasis on actions to limit the spread of disease via aviation and other forms of transportation. GAO, through the PFAC, developed a [lessons learned report](#) and distributed it to a variety of stakeholders in October 2020. Between November 2020 and February 2021, GAO held a series of initial meetings with stakeholders including the United Nations, World Health Organization, World Bank, International Civil Aviation Organization, and members of the INTOSAI community. To carry this effort forward, GAO will form a Comptroller General Covid-19 Lessons Learned Discussion Group.

### FOCUS AND KEY ISSUES

The Comptroller General is forming this Discussion Group to establish and maintain a dialogue on lessons learned with interested parties both inside and outside of INTOSAI. While the Discussion Group is not an INTOSAI body and involves key stakeholders from a variety of organizations, we welcome involvement of SAIs and other members of the global accountability community.

The Discussion Group will focus on the following:

- ✓ Sharing perspectives and best practices among members
- ✓ Demonstrating how Supreme Audit Institutions and other Discussion Group members can contribute to preparing for and mitigating the next pandemic or disaster
- ✓ Highlighting and institutionalizing lessons learned, including through the development of an updated lessons learned document

## **LEADERSHIP AND MEMBERSHIP**

The Comptroller General of the United States will lead the Discussion Group. Membership in the Discussion Group will be focused on the following categories of organizations: (1) INTOSAI and SAIs, (2) supranational international organizations such as the OECD and the United Nations and its subsidiary bodies, (3) healthcare, aviation, and transportation-focused international organizations, and (4) other interested organizations.

GAO will continue to reach out to potential members and encourages all interested stakeholders to contact the leadership if interested in joining the Discussion Group. Please contact Mark Keenan ([keenanm@gao.gov](mailto:keenanm@gao.gov)) to learn more about joining the Discussion Group.

## **WORKING PROCEDURES**

The Discussion Group will initially meet virtually with the prospect for in-person meetings as conditions evolve related to the pandemic.

The Discussion Group will meet biannually in the spring and fall. Meetings will be scheduled for 90 minutes, with the first meeting to occur in May 2021.

Discussion Group meetings will rely on a round-robin format where Discussion Group members will reflect on their experiences, identify best practices to share with working group members, and offer suggestions on topics for the next lessons learned document.

The Discussion Group will encourage all members to engage in constructive and timely communication and the Comptroller General will take into consideration their input in making relevant decisions.

The working language will be English.

## **EXPECTED RESULTS**

The expected results of the Discussion Group are to:

- ✓ Share lessons learned from the current pandemic that could help prepare for future pandemics or other emergencies by creating a network of key stakeholders, sharing insights from the auditing community's first lessons learned report, and compile additional lessons learned from Discussion Group participants
  
- ✓ Issue a lessons learned report in the Spring 2022 after the second Discussion Group meeting