



EUROPEAN COMMISSION
INTERNAL AUDIT SERVICE

Directorate A – Horizontal Affairs
The Director

Brussels,
ARES (2009)

NOTE FOR THE ATTENTION OF
Pick from list ADD NAME, DIRECTOR, AGENCY - Pick from list

Subject: IAS Audit on "Add Audit Title" - Draft Report

OPTION 1, IF OBS, please add: Your Ref: Your note ref. XXX, dated dd/MM/yyyy

Thank you for the comments on our observation forms, issued on dd/MM/yyyy. Taking into account those comments, the IAS has prepared the attached draft report.

OPTION 2, IF NO OBS, please add: Please find enclosed the IAS draft audit report on "Add Audit Title".

In accordance with the Mutual Expectations Paper, we kindly ask you to provide us with any additional comments you may have on the attached draft report, within a period of three weeks. Therefore, I would appreciate receiving your comments by dd/MM/yyyy, at the latest, indicating the acceptance of the recommendations.

I would like to take this opportunity to sincerely thank your Agency for its excellent co-operation and constructive support during this audit engagement.

Agnieszka KAŻMIERCZAK

Encl.: IAS Draft Report

C.c.: Pick from list Insert Contact Person's Name,
AGENCY - Pick from list
Mr B. GRAY, Director-General, IAS