



PRACTICAL INFORMATION GUIDE

2nd Annual Meeting of the INTOSAI Working Group on Follow-Up Audit (WGFA)

01 BASIC DETAILS

Meeting	2nd Annual Meeting of the INTOSAI Working Group on Follow-Up Audit (WGFA)
Dates	17–18 August 2026
Location	Kolkata, India
Host SAI	Office of the Comptroller and Auditor General of India (SAI India)
Chair	National Audit Department of Malaysia (SAI Malaysia)
Venue	Taj Taal Kutir Hotel, Kolkata
Mode	In-person

The Annual Meeting aims to provide a platform for WGFA members to deliberate on matters relating to follow-up audit practices, exchange professional experiences and best practices, as well as discuss the progress of WGFA initiatives and collaborative projects.

02 TENTATIVE PROGRAMME

16 Aug Sunday	Arrival and check-in of delegates
17 Aug Monday	- Opening Ceremony - Progress of WGFA Work Plan - Discussions on the Compendium
18 Aug Tuesday	- Continuation of discussions on the Compendium - Knowledge sharing session: "From Audit Recommendation to Public Value" - Closing ceremony - Social programme
19 Aug Wednesday	Check-out and departure of delegates



03 PARTICIPATION

Each WGFA member is kindly invited to nominate delegates to participate in the meeting. Delegates are requested to complete and **submit Part A and Part B of the registration form by 15 June 2026**, as these details are required to facilitate the necessary approval process by the relevant Indian Government authorities. **The flight and hotel details may be provided or confirmed at a later stage.**

04 ACCOMMODATION

The host SAI will provide discounted accommodation arrangements for delegates at the following recommended hotels:

- Taj Taal Kutir Hotel
- Lemon Tree Hotel
- IBIS Hotel

Note :

- The official hotel **booking link of discounted rate** will be shared by the host SAI in due course.
- Delegates are encouraged to stay at the recommended hotels to facilitate transportation arrangements.

05 TRANSPORTATION

The host SAI will provide the following transportation services:

- Airport transfers for delegates arriving at and departing from Kolkata
- Daily transportation between Lemon Tree Hotel and IBIS Hotel to the meeting venue at Taj Taal Kutir Hotel

Note : Delegates are kindly requested to provide their flight details in the registration form to facilitate transportation arrangements.

06 FINANCIAL ARRANGEMENTS

Participating SAIs Bear

- International travel
- Accommodation
- Travel insurance
- Per diem

Host SAI Provides

- Local transportation arrangements (if delegates staying at the suggested hotels)
- Meeting-related hospitality during official programme



07 WEATHER & DRESS CODE

Kolkata in August is generally warm and humid with occasional rainfall. Delegates are advised to bring light business attire and appropriate rain protection if necessary.

Official Sessions	Formal Attire
Social Activities	Smart Casual Attire (if applicable)

08 VISA REQUIREMENTS

Participants are advised to **check visa requirements for entry into India** with the nearest Indian diplomatic mission or embassy in their respective countries.

Note : For any requests related to Indian Visa Facilitation or the issuance of an Official Invitation Letter, please send your request to travel.ir@cag.gov.in, with a copy (cc) to patilnp@cag.gov.in. Kindly attach a copy of your valid passport along with your request to facilitate the processing.

09 FURTHER INFORMATION

Additional information regarding the detailed agenda, meeting documents, transportation arrangements and other logistical matters will be shared with delegates in due course.

For Inquiries, Contact the WGFA Secretariat
wgfa.nadm@audit.gov.my