**From:** Lise Valentine [mailto:LValentine@ChicagoInspectorGeneral.org]
**Sent:** Monday, March 03, 2014 4:09 PM
**To:** Superfine, Richard
**Cc:** Karen Randolph
**Subject:** RE: Confidential - RE: Ethics notification of paid travel

Rich,

This message is to report that I have returned from the teaching trip described below.

The agenda of instruction is attached, showing that I taught four courses over two days for the Certified Inspectors General Institute.

Please let me know if you need anything further.

Thank you

Lise

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Lise Valentine

Deputy Inspector General, Audit and Program Review

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**Association of Inspectors General**Inspector General Institute TM ®Certified Inspectors General (CIGA)February 24 – February 28, 2014San Antonio, TX |

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| **Monday, February 24, 2014** |
| 7:30-8:00AM | Welcome and Registration |  |
| 8:00-8:30AM | Overview of the AIG | Hector Collazo |
| 8:30-10:00AM | Governmental Auditing Standards | William Divello |
| 10:00-11:00AM11:00-12:00PM12:00-1:00PM1:00-3:00PM3:00-5:00PM | Governmental Accounting Standards- FederalPotential Monetary BenefitsLunchRisk Based Audit PlanningSupervising Audit Staff | William DivelloWilliam DivelloLise ValentineLise Valentine |
| **Tuesday, February 25. 2014** |
|  |  |  |
| 8:00-10:00AM | Overview of Financial Fraud, Forensic Auditing and Investigative Techniques | William Divello |
| 10:00-12:00PM | Planning and Performing the Audit | Lise Valentine |
| 12:00-1:00PM | Lunch |  |
| 1:00-3:00PM | Interview Techniques | Lise Valentine |
| 3:00-5:00PM6:00PM | EthicsNetworking Social | Phil Zisman and Melinda Miguel(Hotel Lobby) |
| **Wednesday, February 26, 2014** |
|  |  |  |
| 8:00-9:00AM | Internal Controls | Melinda Miguel |
| 9:00-10:00AM | Follow-Up | Hector Collazo |
| 10:00-12:00PM | Documenting Audit Results | Hector Collazo |
| 12:00-1:00PM1:00-3:00PM3:00-5:00PM | LunchGovernmental Accounting Standards- State and LocalContracting for Auditors | Jim BoydTom Caulfield and Sheryl Steckler |
| **Thursday, February 27, 2014** |
|  |  |  |
| 8:00-10:00AM | Red Book Standards | Jim Boyd |
| 10:00-12:00PM | IT Auditing | Jim Boyd |
| 12:00-1:00PM | Lunch |  |
| 1:00-2:00PM | Peer Review | Sheryl Steckler |
| 2:00-4:00PM | Statistical Sampling | Sarah Fontenelle |
| 4:00-5:00PM | Use of Specialists | Sarah Fontenelle |
| **Friday, February 28, 2014** |
| 8:00-10:00AM | Report Writing | Sarah Fontenelle |
| 10:00-12:00PM | AIG Standards | Hector Collazo |
| 12:00-12:30PM | Lunch |  |
| 12:30-3:00PM | Exam |  |
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