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**International  
Accounting Standards  
Committee Foundation**

*This document is provided as a convenience to observers at IASCF meetings, to assist them in following the discussion.*

## **INFORMATION FOR OBSERVERS**

**IASCF Trustees Meeting  
Amsterdam 7 July 2009**

### **Agenda Paper 6E**

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#### **M E M O R A N D U M**

**To:** The Trustees  
**From:** The Due Process Oversight Committee  
**Date:** 19 June 2009

**Re: Update on the Working Group review**

This topic was discussed at the recent Due Process Oversight Committee on 11 June 2009 and at the joint meeting with the IASB on the 21 April 2009.

The Due Process Oversight Committee made a number of recommendations following the review of the working groups. The IASB was responsive to the recommendations made and staff will be implementing procedures that will meet the recommendations made. Those working group members that participated in the review have received a letter thanking them for their participation and informing them of the outcome of the review. The letter is attached for information and was dispatched on the 19 June 2009.

Dear Working Group Member

**Re: Due Process Oversight Committee  
Effectiveness Review of the Working Groups**

Thank you for kindly participating in the recent review undertaken by the Due Process Oversight Committee on the effectiveness of the working groups. Your responses were enormously valuable and have helped to identify areas where efforts will be made to make necessary improvements.

The Due Process Oversight Committee made the following recommendations to the IASB, following the review:

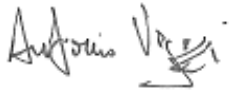
1. **Use of meetings improved:** There is a need to make sure that the time of the IASB and working groups are used in the most efficacious manner. Some considerations include:
  - **Appropriate use of meetings:** Full meetings should be called only when necessary.
  - **Contact by other means:** Instead regular ad hoc contact by way of e-mail, webcasts, telephone and other electronic communication should replace large grandstanding meetings. This will ensure that that the working group members feel included and can make positive contributions.
2. **Enhanced feedback:** Improved communication and understanding would result from regular dialogue and feedback from the IASB to the working groups. IASB should ensure that feedback is given explaining how different views were taken into account and if so, how.
3. **Clarify objectives:** The IASB will ensure a mutual understanding of the mandate of the working groups with working group members.
4. **Enhancements and observations on composition:** There are a number of relevant points to be made regarding the composition of Working Groups.
  - To help ensure the effectiveness of working groups, the Trustees will seek to ensure that the right combination of skills and background is represented on the working group.
  - The composition of the working groups should be reviewed regularly to ensure that the mix of membership is relevant and that members are qualified to provide the IASB with the feedback it requires. Furthermore, members of Working Groups should have aligned experiences and abilities, thereby ensuring generation of ideas and valuable debate; where participants can contribute equally.
  - The Working Groups should be kept as small as reasonably possible. It is recognised however that the requirement to include both a wide geographic and professional spread means that the Working Groups can not reasonably be smaller than 20 in number.

In response, the IASB has confirmed that they will be acting on the recommendations received and putting systems in place that will improve communication and ensure that members of the working groups are better informed. The IASB will also ensure that the working groups are given a clear indication of the frequency and type of communication they can expect to receive.

The IASB will also be investigating ways to improve liaison with working groups and will seek to ensure that the working groups are all given clear terms of reference. The IASB, with the Due Process Oversight Committee, will review the composition of existing working groups, paying particular attention to the level of user involvement. The various technical members of staff will keep you informed of progress in this regard.

Thank you again for all your assistance in what has proved to be a most valuable exercise.

Yours sincerely

A handwritten signature in black ink, appearing to read "Antonio Vegezzi". The signature is written in a cursive style with a horizontal line at the end.

Antonio Vegezzi  
Chairman of the Due Process Oversight Committee