

## **ROLES AND RESPONSIBILITIES OF THE IESBA CAG CHAIR – MARCH 2006**

### ROLES

The Chair is selected by the International Ethics Standards Board for Accountants Consultative Advisory Group (CAG) and approved by the Public Interest Oversight Board (PIOB). The Chair shall act in the public interest, and report to the PIOB.

The role of the CAG Chair is especially important since the chair must achieve results while maintaining harmony in CAG discussions and following due process. The CAG Chair fulfills three interrelated roles:

#### *CAG Spokesperson and Representative*

The CAG Chair acts as the primary representative of the worldwide user group of the IESBA's output and enables, encourages, and promotes a deeper understanding by IESBA of the public needs and expectations. In addition the Chair will:

- Actively promote the identity, objectives and activities of the CAG in the media, public forums and other meetings with the PIOB, IFAC and IESBA stakeholders.
- Encourage and promote the convergence of national and international standards.
- Establish and develop effective relationships with identified key stakeholders.
- Represent the CAG in its annual report.

#### *Leader of the CAG*

The CAG Chair provides leadership to the CAG in the conduct of its activities. The Chair oversees the achievement of the CAG's goals and objectives and will:

- Provide leadership in the achievement of the objective of the CAG as set out its terms of reference.
- Actively identify and evaluate the impact of emerging issues bearing on the profession in order to provide advice to the IESBA.
- Govern the CAG meetings and ensure they are conducted properly. This responsibility includes, among others:
  - Approving the agenda;
  - Ensuring that the minutes are properly considered by the membership of the CAG and where necessary amended prior to distribution;
  - Encouraging and promoting open, candid discussions and debate;
  - Ensuring Member Organizations' views are duly considered;
  - Effectively using time by prioritizing issues; and
  - Pro-actively leading debate on contentious matters being addressed by the CAG.

- Report, as appropriate, to the PIOB on IESBA progress and plans on a regular basis.

### *Liaison*

The CAG Chair is the key representative of the CAG and acts as the primary liaison with the PIOB, IFAC Board and IESBA as well as identified key stakeholders, ensuring the views of all parties are appropriately represented and communicated. Thus the Chair will:

- Establish and develop effective relationships with key stakeholders, such as national ethics standard setters, regulators, etc.
- Actively participate in meetings of the IESBA.
- Facilitate communication and liaison channels between the CAG and the PIOB, the IFAC Board and the IESBA, ensuring that the views of each body are effectively communicated.

### CRITERIA FOR CAG CHAIR

The following would represent criteria for selection of a CAG Chair:

- Integrity, objectivity and discipline.
- Commitment to the IESBA mission and the public interest.
- Effective leadership and strategic skills.
- Effective facilitation and communication skills and ability to listen and consider the views of others.
- Strong understanding of current and emerging issues.
- Effective public-speaking skills.
- Strong, established bonds with key constituents and stakeholders.
- Effective networking and relationship building skills.
- Effective negotiating skills.
- Consultative and judicious decision-making.