

## Using Commonwealth Meridian for Improved Debt Transparency Course Information Sheet

The main role of the public debt manager is to achieve the desired composition government debt portfolio, which captures the government's preferences regarding the cost/ risk trade-offs. Risks of government losses from inadequate operational controls should be managed according to best business practices based on well-articulated responsibilities for staff, clear monitoring, control policies and more importantly based on a robust debt management information system.

This course is targeted at debt managers who are currently using or intend to use Commonwealth Meridian to monitor and track adherence to public debt objectives. The course also introduces the debt quality toolkit in Commonwealth Meridian that is designed to assist managers monitor and track the quality of debt being recorded in the system to support debt data dissemination and improve debt transparency.

Ultimately, the course aims to develop the knowledge and skills required in a debt management office to effectively use the Commonwealth Meridian to strengthen the debt office efforts to monitor and assess operational risk indicators thereby supporting debt managers decisions and recommendations.

<p><b>Prerequisite</b></p> <p>Learners are expected to be senior officials working in or with a Debt Management Office or plan to work in or with a Debt Management Office (front, middle, or back office) that is using Commonwealth Meridian.</p>	<p><b>Learning Outcomes</b></p> <p>On completion of the course, learners will be able to:</p> <ul style="list-style-type: none"> <li>• Describe the scope, functionality, and key benefits of using Commonwealth Meridian.</li> <li>• Log in to Commonwealth Meridian and understand how to navigate to modules and functions and use generic features to find records.</li> <li>• Understands the basic concepts of operational risks in debt management.</li> <li>• Use Commonwealth Meridian to define and monitor key debt sustainability and risk indicators.</li> <li>• Use the Commonwealth Meridian in-built data quality toolkit to monitor and track quality of debt data.</li> <li>• Use the dashboard widgets and reports in Commonwealth Meridian to enhance and support debt analysis.</li> </ul>
<p><b>Essential Reading</b></p> <p>There is no essential reading required as a prerequisite to this course. Learners are however expected to have knowledge of public debt management concepts.</p>	
<p><b>Assessment</b></p> <p>Learners will demonstrate successful achievement of these objectives by achieving at least 80% mark on the assessment based on the topics covered in this course. Learners will be required to use Commonwealth Meridian for this assessment.</p> <p>Learners will be provided with a web address to connect to Commonwealth Meridian as well as a unique username and password.</p>	
<p><b>Queries and Support</b></p> <p>Please contact the eLearning support team for any queries or support at: <a href="mailto:e-csdms@commonwealth.int">e-csdms@commonwealth.int</a></p> <p>Visit <a href="https://cwlearn.commonwealth.int/">https://cwlearn.commonwealth.int/</a> for other available courses.</p>	

## Course Outline

The course is comprised of 7 topics:

### Topic 01: Introduction to Commonwealth Meridian

In this topic, learners will understand how Commonwealth Meridian is used in a Debt Management Office. The topic also covers (i) the scope and benefits of using Commonwealth Meridian, (ii) key features, (iii) how to navigate to modules and functions and find records and, (iv) setting up system settings to enhance the usability of Commonwealth Meridian.

### Topic 02: Introduction to Operational Risk

In this lesson you will learn about operational risk, its relevance to public debt management, and how Meridian helps with managing certain kinds of operational risk in debt management operations. By the end of this lesson, you should be able to identify ways in which Commonwealth Meridian can be used to manage operational risk in the debt operations.

### Topic 03: Using the dashboard and reports to manage operational risks

This lesson focuses on how the dashboard and reports can be used in Commonwealth Meridian to monitor operational risk. On completion of this Lesson, you should be able to competently generate key reports to assess operational risk in relation to instrument management and payment administration.

### Topic 04: Monitor and track adherence to the public debt legislated limits and plans

This lesson focuses on how to monitor and track adherence to public debt legislated limits and plans in Commonwealth Meridian to manage operational risk. In this topic, you will learn about recording and linking limits and strategic targets and benchmarks to legislated Acts, Mandates and Annual Plans. You will also learn how to monitor compliance through the dashboard and standard reports.

### Topic 05: Monitoring Data Quality in Commonwealth Meridian

In this topic, you will be introduced to the Data Quality Toolkit in Commonwealth Meridian. The toolkit is a component of the COMSEC-UNCTAD Data Quality Framework designed to assess and score the quality of debt data being maintained by Debt Management Offices. At the end of the topic, you will understand how to use the Data Quality Toolkit to assess the performance of the Debt Management Office in maintaining debt records in Commonwealth Meridian.

### Topic 06: Monitor and track key debt and risk indicators

In this topic you will learn how to use Commonwealth Meridian to monitor and track key debt and risk indicators. You will learn how to define and monitor key strategic benchmarks necessary for assessing portfolio costs and risks and for monitoring the implementation of the government's debt management strategy. You will also be shown how to define the principal debt ratios used to monitor overall sustainability of the debt.

### Topic 07: Reporting

This topic introduces learners to the various reporting tools in Commonwealth Meridian. Learners will also learn how to generate standard reports and use the aggregate report wizard for customised reporting. Exports to other debt management tools such as the World Bank/IMF MTDS and DSA, and databases such as QEDS, PSDS, DRS, are also covered in the reporting topic.