	Parts:	When will be tested?	No. of lectu
part 1	Corp gov-ce - preparerers of fin statements		
	scope	midterm test	lecture 1
	structure	midterm test	lecture 1
	IC	midterm test	lecture 2
part 2	Assurance - assurares of fin statements		
	general	midterm test	lecture 2, l€
	Stages of audit		
part 3	Acceptance of client	midterm test	lecture 4
part 4	Planning of audit	final exam	lecture 5, l€
part 5	Audit tests	final exam	lecture 7, l€
part 6	Audit report	final exam	lecture 9, le

Note: topics for midterm test will be also included into final exam

ıre class	MU week	Total split of points:		
	wk1	Task	Points	Comments:
	wk1	presentation of 1 case	20	schedule w
	wk2	midterm test	20	will be on N
		final exam	60	will be in Ja
ecture 3	wk2, wk3	total	100	-
	wk4			
ecture 6	wk5,wk7			
ecture 8	wk8, wk9			
ecture 10	wk10, wk11	max grade	100 points	(A)
		-		

:

ith cases and dates will be confirmed. Complex case can be presented by two persons and simple case s lov 4, 2020. Duration ot test will be confirmed later inuary 2021. Date and duration will be confirmed later.

hould be presented by one person.

Part I. Corp gov-ce (CG) - is about how company is managed on day-to-day basis

1 purpose of CG - to direct and control resources owned by investors and intraste
2 why CG is needed? - management, shareholders and government (as major sha objectives of management - to sustain listing on the exchange, to im objectives of shareholders - to have environment within which they objectives of government - to create conditions for growth and emp
3 scope of CG (see see principles of corporate gove-ce as per Code of corp gov-ce board of directors aka those charged with governance

responsibilities of effective board:

lead the company strategy set company's values meet regularly issue annual report to uphold the law

to safeguard the assets of the organization should ensure that chairman and non-executive should ensure that non-executive directors (In no one person or group should be able to do should be of appropriate size, right balance of at least of half of the board should be made to NED should

not be an employee within the land not have business relationships who be only remunerated with a fee for no loose family ties to the compar no cross-directorship any NED who has been on the boanot be a major shareholder advantages and disadvantages of advantages

provide exp provide mc demonstrated facilitate sh facilitate cc

disadvantages

this will cre NEDs do nc some NEDs

types of companies depending on role of board:

unitary board - board represents superviosry two-tier board - shareholders and stakeholde

committees - report to the board

they allow the board to offload responsibility for a partic they provide a forum to focus on a limited and distinct ta

they should prvide an epretise in the given area of opera they should provide disclosure to shareholders they prvide assurance to shareholders types of committees:

audit committee

organization:

should consist of at lea at least 1 member sho

responsibilities

make recommendation review and monitor ex review and monitor ho review of company's in review and monitor effi provide advice on whe to review cases of white

benefits of audit committee

it assists to external au it increases confidence it follows up external a

it follows up external a

limitations of audit committee

it imposes additional c difficulty in finding me

audit committee and internal aud

AC should ensure that review and assess IAD receive periodic report review and monitor maneet with head of IAD

risk management committee

responsibilities

advice the board on ar monitor company to e help to identify major receive reports from h receive report from IAI ensure all risk-related

benefits of risk committee

independence in decis support for board of d if committee works eff more pred impact of d

greater con

phases of risk management identify risks. risks may impact of n

fraud regulations estimate impact and p develop solutions implement risk strateg review, adapt and disc

nomination committee remuneration committee

all directors should get induction and training board, its committies and individual directors should hav directors should be elected at least every 3 years (for FTS significant proportion of remuneration of directors shoul remuneration should consider industry level.

board should insure sound system of controls, the effect if the board has the audit committee, it should be made board should have regular dialogue with shareholders ar

chairman and COE

should not be the same person chairman leads the board, sets agenda for board's meeti CEO runs the company chairman is key contact for shareholders

4 CG and internal controls

IC - is system of values, rules, procedures and systems (IS) implemed Controls are designed by risk management committee as response t

=> Impact of quality of IC on scope of statutory audit

if IC are strong (there is low control risk) the a if IC are weak (there is high control risk), the a

purpose of IC

to prevent and detect errors (unintentional or ontention to help safeguard the assets (against theft) to ensure the business runs cost efficiently

components of IC

control environment

management attitudes and values staff attitudes and values

control procedures

application controls general controls

comparison
authorization
reconciliation
computer control
arithmetical control
physical control
segregaition of duties

risk assessment information systems

monitoring of existing controls

limitations of IC

human error

collusion to commit fraud

the cost/time to implement the controls may outweight it may be impossible to design a control for one-off trans IC are designed and implemented within each accounting cycle. For

sales cycle - stages, risks emerging at each stage and con

Stage	Risks	Control p
Order	Orders not	Confirm o
received	recorded	writing.
	accurately.	
		All new ci
	Customers	subject to
	cannot pay, or	check bef
	do not pay on	accepted
	time.	checks pe
		existing c
	Orders cannot	
	be honoured,	Credit lim
	and customer	on custon
	goodwill is lost.	
		All orders
		by sales a
		production

Stage	Risks	Control p
Goods	Goods are not	Sequential
despatched	despatched.	numbered order pads
	Incorrect goods	
	sent.	Copy of or the warehous picking.
		Weekly on to ensure : is complet missing).
		Order sign inventory p
		Goods des

(GDN) mai order (stap and file).

Customer copy of the returns it to receipt of o

Use seque numbered review freq incomplete and unmat items.

		items.
Stage	Risks	Control pr
Invoice	Invoices may be	Copy of GE
raised	missed,	accounts a
-	incorrectly raised	matched to
-	or sent to the	the invoice.
_	wrong customer.	
		Unmatched
-	Credit notes may	
-	be raised	reviewed.
-	incorrectly.	
-		Copy invoic
-		as agreed 1
-		order, GDN
-		customer p
-		Conv. invoic
-		Copy invoic
-		to agree ar accuracy.
-		accuracy.
-		Credit note
-		allocated to
-		relates to a
-		authorised
_		manager.
	1	1
Stage	Risks	Control pro
Sale	Invoices may be	Review rece
recorded	inaccurately	ledger for ci

recorded,

missed or recorded for the

Double che

Perform a re

wrong customer. ledger recor

balances.

to invoice.

Customer s sent out (cu let you know wrong).

Stage	Risks	Control pro
Cash	Incorrect	Agree cash
received	amounts	back to the
	received.	
		Review rece
	Customer does	ledger for ci
	not pay.	balances (c
		overpaid).
		Review age
		listing and i
		old balance
		Debt chasir
		procedures
		control.
Cook	Onah innarranthi	Monthly
Cash	Cash incorrectly	Monthly cus
Cash recorded	recorded or	Monthly cus statements
	-	-
	recorded or the wrong account	statements Bank recond Regular
	recorded or the wrong	statements Bank recond Regular banking/phy
	recorded or the wrong account	statements Bank recond Regular banking/phy security ove
	recorded or the wrong account	statements Bank recond Regular banking/phy
	recorded or the wrong account	statements Bank recond Regular banking/phy security ove (i.e. a safe).
	recorded or the wrong account	statements Bank recond Regular banking/phy security ove (i.e. a safe). Reconciliation
	recorded or the wrong account	statements Bank recond Regular banking/phy security ove (i.e. a safe). Reconciliation
	recorded or the wrong account	statements Bank recond Regular banking/phy security ove (i.e. a safe). Reconciliation
	recorded or the wrong account	statements Bank recond Regular banking/phy security ove (i.e. a safe). Reconciliation
	recorded or the wrong account	statements Bank recond Regular banking/phy security ove (i.e. a safe). Reconciliation banking to coreceipts reconstants
	recorded or the wrong account	statements Bank recond Regular banking/phy security ove (i.e. a safe). Reconciliation banking to descript reconsisted Segregation

purchases cycle

Stage	Risks	Control pro
Requisition	Unauthorised	All requisitie
raised	purchases	authorised
	ahem	manager

made.

шападег.

Central pur dept.

Check inver levels first.

Sequentially

Order placed

Invalid or incorrect orders made or recorded

numbered r pads, copie numerically with copy of stapled to it

The most favourable terms not obtained

Request or confirmation writing.

Preferred si agreed pric

Check quot against sup

list.

Stage Goods received Risks

Goods stolen.

Control pro One secure

area.

Goods may be accepted that have not been ordered or are of basis. wrong quantity or

inferior quality.

Inventory re updated on

Goods inwa inspected for condition ar quantity & ç agreed to or goods recei (GRN).

Copy of pur order (PO): warehouse, sequentially numbered, 1 matched to

Raise GRN

...... stamp it, sig C

		goods chec PO and che quality.
		,,
Stage	Risks	Control pro
Invoice	Invoices not	Copy of seq
received	recorded	numbered G
	resulting in non-	to invoicing
	payment and	department,
	loss of supplier	matched to
	goodwill.	invoice (star
	Invoices may be	If no GRN a
	logged for goods	supplier for p
	not received.	delivery + m
		PO (authori:
	Invoices may	mentioned a
	contain errors.	
] _ [
Purchase	Purchases	Batch contro
recorded	missed or	input.
	recorded	
	in a constant	Otanan tha in

incorrectly.

Stamp the ir indicate reco check all file invoices are stamped.

Suppliers se monthly stat reconcile the suppliers led account.

Stage

Risks

Control pro

Cash paid

or incorrect amount paid.

Invoices not paid Stamp invoi paid; check invoices sta

> Keep paid ir separately fi unpaid ones

Cheque sign check to inv when signin cheque/auth BACS.

D/100.

Have author cheque sign

Get invoices as authorise relevant mai

payroll cycle

Stage	Risks	Control proc
Timesheets	Bogus	Supervision o
submitted	employees paid	clocking in ar
	or employees paid for hours not worked.	Check number cards to number employees. Keep all spar locked in cup
		Supervisor to authorise all timesheets.
Standing data input	Standing data could be changed without authorisation. Unprocessed	Monthly print changes to g senior manag for review and signature.
	updates may mean employees who have left are paid or joiners are missed.	Standing data regularly print and sent to department managers for confirm.
		Restriction to standing data e.g. passwor
		Managers sh complete a leavers/joiner noting date of departure/arri send promptl payroll dept.
Stage	Risks	Control proc
Processing		Sample of wa
rivvessing	maccurate	Cample of wa

processing of data could lead to wages and taxes being incorrectly calculated.

recalculated manually.

Exception rep produced automatically anyone paid o \$xxx, or paid \$ууу.

Sample of de (PAYE, NIC) recalculated.

Managerial re weekly payme summaries.

Stage

Risks

Control proce

of payroll may not match actual payroll.

Recording Recorded payroll Nominal ledge signs payroll; to confirm ent double-checke print.

> Senior manag review wages expenses for reasonablene

Staff paid

Staff may not be Have two pec paid.

present wher wages are pa

Bogus staff could be paid.

Responsible individual sho review any B. payroll summ to paying sta to confirm rev

ed to those charged with gov-ce so that to contribute to creating long-term shareholder value. reholders) have different objectives. Corporate governance is a glue that keeps objectives of these thruplement best practices in managing of entrasted resources, to attract investments can invest with min risk loyment, to attract global invetsments from OECD)

ive directors (NED) meet without executives to consider their performance NED) meet without chairman to consider the perfoamnce of chairman minate the board f skills and experience. This includes diversity, including gender. up of NEDs

st 5 years ithin the last 3 years or director duties - no profit share or share options by

ard for longer than 9 years is assumed to no longer be independent and should be re-appointed annua

having NEDs in the board

pertise

nitoring to curb excessive behavior of executives te that decisions are made in shareholder's best interests hareholder representation on the board hard pmpromise and creaet balance on the board

eate costs and may slow down decision-making

of work full time for the company. It is debatable how much they actually know about the company and are too willing to accept what executives tell them.

and management level

ers who have an active interest in running the company represent superviosory tier and board represer

cular activity

ast 3 NEDs (for smaller companies - 2) uld have recent and relevant financial experience

ns to the board in relation to apointment, re-appointment and removal of external auditor ternal auditor;s independence and objectivity and effectiveness of audit process we external audior recommendations are followed up once statutory audit is over iternal controls

fectiveness of company's internal audit function

ther the annual report and accounts taken as a whole is fair, balanced and undertsndable and prvides stleblowing

iditors => better communication between external auditor and the board
 in the company's fin controls and reporting mechanisms.
 iuditor's recommendations with regard to internal control weaknesses

osts

mbers with the right experience at the market

it department

IAD has direct access to the chairman and that it is accountable to IA workplan

ts on the results of IAD work

anagement responsiveness to IAD's findings and recommendations

at least once a year without presence of management

napproprate risk strategy for the company nsure the risk strategy is embedded and strategy notbeing ignored by certain departments/staf risks, suggest solutions eads of toher departments on their specific risk issues D and assess their recommendations disclosures are in Annual report

ion-making
irectors and for AC
fectively, then:
ictable cash flows are produced
listater is limited
ifidence among investors, employees, customers, suppliers and partners

y arie from many sources: new technology or changing competition riority in their tackling

y lose

re performance appraisal at least annually SE-350 companies re-election should be every year. Id be performance-based

iveness of which should be reviewed evety year as part of annual report. up of at least 3 NEDs. Main role of such committee is to liason with internal (i.e. internal audit departr 1d encourage debate through AGM (annual general meetings)

ngs ensuring there is enough time forimportant matters

nted by a company to ensure the integrity of financial and accounting information, promote accountal to identified internal and external risks and volnurabilities and which are reviewed regularly by internal

auditors can rely on these controls and reduce the amount of detailed (substantive) testing that they d auditors cannot rely on these controls and they must increase the amount of detailed (substantive) tes

al)

the benefit of following them so the controls are ignored sactions e.g. determining a provision for a court case. Controls work best in systems where there is a hiexample:

trol procedures to minimize the exisitng and potencila risks

procedures

rder in

ustomers
credit
fore order
and regular
erformed on
sustomers.

its imposed ners.

approved and n managers.

rocedures

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signs a e GDN and o confirm goods.

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ce signed rithmetical

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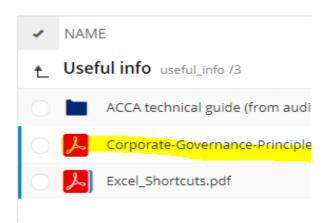
e parts together.

1 purpose of

2 need for CC

3 scope of CC

4 CG and IC



lly after this

d how much they can add value

1sts the management tier



nent) and external auditors on all matters
bility, and prevent fraud. I audit department and which are tested by external auditors during statutory audit.
O Sting that they do. Audit statistics indicate that sample sizes needed should be tripled to compensate for u
o sting that they do. Audit statistics indicate that sample sizes needed should be tripled to compensate for



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Part II. Assurance engagement

1 need for extrenal assurance

stewardship and agency theory

directors are stewars of shareholders, to whom sharehold auditors are agents of shareholders who give assurance to

2 purpose of assurance service

to increase confidence

to reduce risk of users of services

3 levels of assurance and types of assurance services

reasonable (aka positive) - e.g. external audit which confirms that fin Note! Reasonable assurance is not = to 100% guarantee t

use of testing - because it is impracticable to t inherent limitations of IC

audit just like fin statements under audit is ba many audit conclusions are based on judgeme

possibility of fraud

Also many users of audit report often assume that audito

limited (aka negative) - e.g. review which states that nothing what co

objectives

to obtain reasonable assurance about whether the fin sta to report on fin statements

elements of audit engagement

3 parties - assurer (i.e. auditor), intended users (of fin stat subject matter - fin statements suitable criteria - reporting framework (e.g. IFRS) plus law sufficient appropriate evidence written report (i.e. audit report)

5 external auditor

who can be external auditor

pass an approved set of qualifications set by Recognized (become a member of Recognized Qualifying Body must not be either director or employee of the client or it must not be a business partner of director or employee o

ethical requirements

professional scepticism - auditor should have open and que professional judgement - auditor should exercise professional risk - auditor should evaluate audit risk throughout.

appointment of external auditor

candidate is proposed by board and approved by shareho removal of external auditor

resignation

before resignation

in this case auditors need to write to speak at the GM to shareholder

after resignation

auditors need to issue a statement

forced removal

this should be agreed on GM by shareholders

quality control

quality control procedures are internal controls implement characteristics (components) of strong quality control env

appointment of quality control partner have documented processes for staff to follow ensure all staff are trained in these processes have strict recruitment policies

ensure appraisal process to recognize high quaensure careful selection of assignment teams have a cold review process where a selection

quality control during audit engagement

pre-appointment checks should be carried out all work of audit team should be

directed

supervised by senior members of t recorded in woking papers reviewed by senior

there should be appropriate consultations wit a hot review should be done before audit is fit there should be careful procedures on accepta

6 internal auditor

role of internal auditor

role of IA department is to provide a feedback on effectiv having of IA department is best practice rather than requir for IA department to be effective the following should be appropriate resourcing: money, time, training good organization (incl. audit documentation) regular reviews of work performed independence - reporting to audit committee.

Note! If it is impossible to insure independence advantages of outsourcing:

it can be cheaper it gives an access to exit gives higher flexibility it gives max independe it ensures that auditors it reduces managemen it reduces training cost

disadvantages of outsourcing:

less depth of knowledg can be expoused to sel management has less of

limitations of IA department

independence - reporting to fin director instead of AC dec scope - scope of EA's work is defined by statute and cannfamiliarity - IA can become friendly with their collegues fc appointment - IA are appointed by management, while EA quality - EA keep theit knoewledge up-to-date and underg length - IA employed for a long period of time may be ex-

assignments

VFM (value-for-money) checks (also known as operational effectiveness check - what should be achived efficiency - if such department's objectives are economy - to purchase stock/services needed customer experience

IT - IA (and EA as well) check the security of company's IT, financial - fraud investigations, management accounts, te legal - regulatory compliance

assistence of IA to EA:

assignments for IA

testing of accuracy of management accounts (IC testings during the year attendence at the inventory count

pre-requisites of assistence of IA to EA

experience and qualification of IA

whether or not the recommendations of IA ar quality and organization of work of IA departn

7 Professional ethics

Role of auditor (external) is to increase confidence of end users of fin independence in mind - decision making of auditor is not independence in appearance - audit needs to be seen to I

Ethical principles of audit professions

professional behavior

integrity (=straigthforwardness and honesty)

professional competence and due care

confidentiality

objectivity (without bias)

Ethical threats - exposure to all all the threats below needs to be regi

self-interest threat

self-review threat

familiarity threat

advocacy threat

intimidation threat

 $\label{lem:confidentiality-auditors} \textbf{Confidentiality-auditors should never share client information with:}$

mandatory disclosure

client is suspected of money laundering

client is suspected of terrorism

qualifying body is investigating auditor's work court order is obtained requiring the auditor t

voluntary disclosure

client gives permission

auditor feels it is in public interest to do so

auditor has to defend himself in the court or a

Conflict of interest - auditors must be seen to act in the best interest

if such situation arises, all clients involved must be inform

if consent is received, auditors need

to assign different audit teams headed by differencedures to monitor confidentiality should

if consent is not received, auditors should decline an apport

ders entrust their capital for management o shareholders over fin statements prepared by directors

ancial statements are true and fair. To be able to provide reasonable assurance, assurer needs to perfor hat fin statements are true and fair. This is known as 'expectation gap'. The reasons for this are the follo est all transactions, tests should be done one samples. Problems can be as follows: tests can be designe

sed on many judgements and estimates of auditors ents and estimates done by directors and built into fin statements

rs are required to detect fraud. BUT: auditors are required to do testing, gather evidence and issue an o puld suggest that statements are not true and unfair has come to attention of assurers. If assurer has pe

Itements as a whole are free from material misstatement i.e. are true and fair

tements i.e. shareholders), responsible party (for issued fin statements i.e. board)

rs and regulations plus assurance framework (IAAS) plus materiality threshold

Qualifying Body

ts associated company f the client or its associated company

uestioning mind onal judgement in planning and perfoming audit all stages of audit

olders at AGM by ordinary resolution (i.e. >50% of shareholders are required and shareholders must be g

a written explanation to shareholders about reasons of their resignation s and explain them their reasons of resignation

t of circumstances.

(voiting)

nted by auditors to ensure that they produce high quality work vironment in audit firm What does From the ri ٧ organizatio overall qua partners a ality of work based on skills, experience, overall workload of completed assignments are checked to help future workbe performed better t on all clients the team th others where matters are unclear nished for those audits where audit risk is high ance/continuance of client relationhsips reness of systems and procedures (including control procedures) in place ed by law fulfilled: , quality of staff and leadership greatly strengthens internal auditors' independence. :y of IA department, then it is better to outsource it perts У ence s have up-to-date techniques and methodlogies ıt time :S ge about client f-review threat direction and control over the audit creases IA's independence to minimum ot be limited by company's management while IA's work is defined by company's management

go regular trainings while IA might not (e.g. due to limited resources available for their department in th

om other departments.

A are appointed by shareholders

poused to familirity threat.

Il audits) - what should be achived by particular department/activity of the company? (effectiveness) by particular department/activity of the company? (effectiveness) e achieved with min resources? at economic cost
/IS nders for contracts, VAT returns
durint the year
re taken seriously by the company and implemented nent
statements by reducing the level of risk of misstatement hidden in fin statements. Thus the auditor need influenced by client behave in professional manner
ularly assessed during whole course of the audit and other assurance arrangements. If there is any threa
3d parties. Exceptios are:
o disclose
at disciplinary hearing of their cients at all times. Before accepting any new appointment auditors must be aware of any potented and give their consent to auditors to continue to act
erent partners so the team are kept physically separated be put in place (e,g, assign independent partner to oversee if it is fulfilled) sintment

m first a lot of work on subject matter, particularly substattive tests. wig:

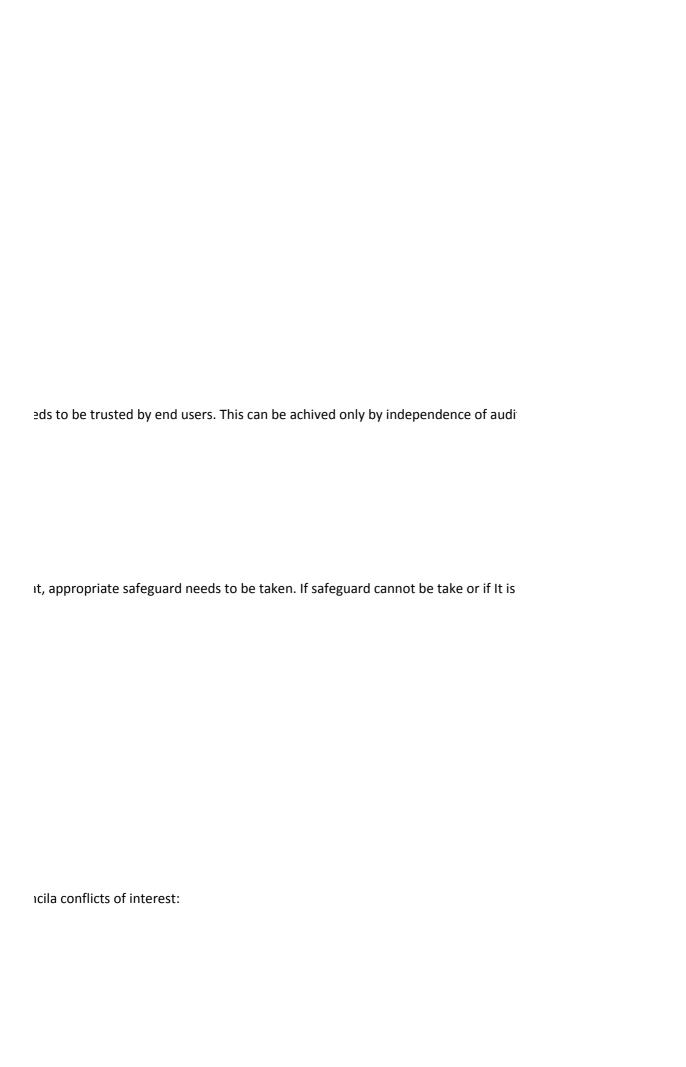
d incorrectly, can use not representative samples, can be done by not qualified e

pinion and it is responsibility of directors to prevent fraud in their fin statements erformed only limited amount of work over subject matter, for example, only ana

given 21 days' notice prior voting)

a quality review partner do?

isk management point of view, engagement quality review partners are a critical anal layer in audit firms because their primary objective is to evaluate the ality of the audit engagement and the performance of the engagement and their team (Epps and Messier 2007).



need for external assurance purpose of external assurance levels of external assurance external auditor internal auditor professional ethics

nough employees, tests can have bad timing

alytical procedures without substantive testing, then assurer is bale to confirm that nothing has come to





	~	NÁZEV
	t _	Lectures (slides) 60366333 /8
	0	P By phase - Evaluating and reporting
	\circ	P By cycle - Sales and collection By_cy
		P By phase - Testing and evidence By
	\circ	P By phase - Planning By_phasePlan
		P Fundamentals - Ethics Fundamental
light to suggest that arrows or problems ovict	\circ	P By phase - Acceptance By_phaseA
light to suggest that errors or problems exist.		P Introduction. Fundamentals - audit
	\circ	P Fundamentals - CPA Fundamentals_
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	0	ACCA technical guide (from audit cli
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	Lemeshko, O.	21. 10. 2020	•°
	Lemeshko, O.	21. 10. 2020	•°°
NG.pdf	Lemeshko, O.	14. 10. 2020	•°°
	Lemeshko, O.	15. 9. 2019	•°

