

Tool 1

SAMPLE AUDIT REVIEW CHECKLIST

Financial Audit

Overall considerations for managing and achieving quality audits	
1.	Has the SAI appropriately authorised and assigned the leadership responsibilities to the competent individual as the engagement supervisor who will lead the audit on behalf of the SAI?
2.	Was the audit engagement supervisor sufficiently and appropriately involved throughout the audit?
3.	Were there adequate discussions among the team members throughout the audit?
4.	Where applicable, did the audit engagement supervisor determine whether consultation is necessary? If so, did the engagement supervisor determine whether the nature, scope, and conclusion are agreed upon with the party consulted and whether the conclusions agreed upon are implemented?
5.	Were the results of SAI's monitoring activities properly considered in the audit?
Pre-engagement	
1.	Were the assessment and conclusion on the acceptability of the financial reporting framework used for preparing financial statements?
2.	Was the assessment and the conclusion on the collective competencies of the audit team appropriate?
3.	Was the individual declaration to comply with the Code of Ethics of each team member evaluated?
4.	Were the threats, if any, to compliance with relevant ethical requirements including those related to independence identified and evaluated?
5.	Were the threats addressed and provided with safeguards in accordance with the SAI's policies and procedures?
Planning and risk assessment phase	
1.	Did the audit team set the scope, timing and direction of the audit?
2.	Were risks of material misstatements at the financial statements and assertion levels properly and completely identified?
3.	Were the audited entity's system of internal control properly evaluated?
4.	Were the inherent risks and control risks assessed properly?
5.	Were responses appropriately designed to address the assessed risks?
6.	Were overall materiality and performance materiality properly determined in accordance with the SAI policy?
7.	Did the audit engagement supervisor review and sign off all the planning documents including the overall audit strategy including determination of materiality, audit plan, results of risk assessment and design of responses?
Conducting phase	
1.	Did the audit team perform the test of controls (if applicable) and the substantive testing (consisting of tests of details and substantive analytical procedures) appropriately?
2.	Were the conclusions on the further audit procedures appropriate?
3.	Were sufficient and appropriate audit evidence obtained to support the conclusions reached?
4.	Was materiality properly used in selecting items for testing and in assessing quantitative materiality of items?
5.	If appropriate, was audit sampling appropriately used in accordance with the SAI policy?
6.	Did the audit engagement supervisor/team leader review and sign off all the working papers?
Completion and reporting phase	
1.	Were there appropriate evaluation of the effect of misstatements to the audit and effect of uncorrected misstatements to the financial statements?

2.	Was the analytical procedure near the end of the audit properly performed?
3.	Were subsequent events, related parties, going concern, litigation and claims, service organisation, as applicable, appropriately considered?
4.	Was appropriate management representation letter obtained?
5.	Was the basis for opinion consistent with the opinion paragraph?
6.	Were all the elements or sections of the independent auditor's report complete and appropriate?
7.	Where applicable, did the audit engagement supervisor date the auditor's report only after completion of engagement quality review?
8.	Where applicable, did the audit engagement supervisor ensure that all differences of opinion are resolved prior to dating of auditor's report and that the resolutions are documented and implemented in accordance with the SAI policy?
9.	Was the auditor's report signed off and dated?
10.	Was the auditor's report appropriately addressed to the auditee?
11.	Did the audit engagement supervisor review the financial statements and the draft auditor's report prior to dating the report to determine whether the report is appropriate in the circumstances?