

THE AUDIT DEVELOPMENT PROGRAMME
Registered Candidate Auditor - 6 month PoE Report Form

Period Under Review: _____

REGISTERED CANDIDATE AUDITOR DETAILS:

Name and Surname	
Registered Candidate Auditor number	
Date of ADP registration	

OVERSIGHT RA DETAILS:

Name and Surname	
RA Number	

FIRM DETAILS:

Firm name	
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CLIENTS WORKED ON:

	Client A	Client B	Client C	Client D	Client E
Industry					

REGISTERED CANDIDATE AUDITOR AND TEAM:

Registered Candidate Auditor position

Registered Candidate Auditor's Roles and Responsibilities - Choose between the following categories of roles and responsibilities:

- 1 - Engagement Activities
- 2 - Planning Activities
- 3 - Audit Procedures
- 4 - Evaluating, Conclusions and Reporting

Note: You may select more than one category of roles and responsibilities from above list.

A further note on the Registered Candidate Auditor's Roles and Responsibilities:

Note: Provide more details on the aspects worked on under each category of roles and responsibilities as selected above.

Other Roles and Responsibilities

Note: Provide details of other aspects of your roles and responsibilities that may not have been covered above

Registered Candidate Auditor Reporting to

Registered Candidate Auditor: Direct audit work hours on the job

Size of Audit team (number of members)

Number of team members reporting to Registered Candidate Auditor

ENGAGEMENT DETAILS:

Type of Engagement, select applicable engagement:

- 1 - Engagement to Audit Financial Statements
- 2 - Engagement to Review Financial Statements
- 3 - Engagement to perform Agreed-upon procedures
- 4 - Engagement to Review Internal Controls
- 5 - Internal Audit Engagement
- 6 - Compilation Engagement (limited)¹

Productive Hours

Job Complexity (1D, 2D or 3D) ²

Justification of job complexity

Reporting Requirements applicable to the client [Applicable reporting framework (e.g. IFRS, IFRS for SMEs or GRAP), Applicable Regulations)

<p>Operations:</p> <p>Note: Please provide a high level overview of the client's operations. This may include, amongst others, the following:</p> <ul style="list-style-type: none"> 1 - Group of companies (subsidiary in a group of companies) 2 - Listed entity 3 - Multi-national entity. 					
<p>Non-technical competencies achieved on this engagement, choose between:</p> <ul style="list-style-type: none"> 1 - Communication 2 - Business acumen and service orientation 3 - Lifelong learning capabilities 4 - Ethics and professionalism 5 - Leadership and relationship management 6 - Technology <p>Note: You may select more than one category of roles and responsibilities from above list.</p>					
<p>A further note on non-technical competencies achieved:</p>					
<p>Note: Provide more details on the aspects worked on under each category of non-technical competencies as selected above.</p>					
<p>Other Non-technical competencies</p>					
<p>Note: Provide details of other non-technical competencies achieved that may not have been covered above</p>					
<p>COMPETENCIES THAT MUST BE ACHIEVED THROUGH ADDITIONAL INTERVENTIONS OR ON THE JOB:</p>					
<p>Category 2 Competencies: Competence that must be achieved through additional interventions or on the job</p>					
<p>Please list all the competencies you have achieved through other interventions. Please note that only those competencies listed in Category 2 of the ADP Competency Framework may be listed here.</p>					
<p>GENERAL:</p>					
<p>A note on any matters that may be of significance to the IRBA, for example; disciplinary action that may have been taken against the Registered Candidate Auditor.</p>					
<p align="center">Registered Candidate Auditor Sign-off:</p>			<p align="center">Oversight RA Sign-off:</p>		
<p>I declare that the information contained in this report is true and correct in every detail to the best of my knowledge and belief. I have also initialled all pages making up this report.</p>			<p>I declare that I have reviewed and concur with the information contained in this report. I have also initialled all pages making up this report.</p>		
<p>Signature:</p>	<p>Date:</p>	<p>Signature:</p>	<p>Date:</p>		
<p>¹ Compilation Engagements may only be included on a limited level.</p>					
<p>² The dimensions of complexity standards (1D, 2D and 3D), required for the demonstration of specialist competence are defined in the IRBA's Competency Framework for Registered Candidate Auditors (Specialist Technical Competence).</p>					