***NOTE: If you would like assistance with discussing/completing this form, please contact Saadiya Adam by emailing her at*** ***sadam@irba.co.za***

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| --- | --- |
| **Name of Project** |  |
| **Abbreviated Name** |  |
| **Information Completed By** |  |
| **Date** |  |

**Provide an overview of the project being requested.**

Background:

Brief description of the project requested:

**INFORMATION REQUIRED FOR THE PROJECT PROPOSAL**

|  | **Information required** | **Response** |
| --- | --- | --- |
| 1. | Legislative requirements (applicable Act, regulations or other legislation, (including Listings Requirements) relating to the accounting records and financial statements; This would be the subject matter information to which the auditor’s engagement relates). Please include section numbers, if possible. |  |
| 2. | Legislative requirements (including Listings Requirements) with respect to the appointment of an auditor/assurance provider and the duties and responsibilities of the auditor/assurance provider. |  |
| 3. | Existing auditor/assurance provider reporting template – who drafted it originally; what type of auditor’s/assurance provider’s report is it; and, if possible, the level of assurance being provided. |  |
| 4. | Additional instructions and guidance that have been provided to auditors/assurance providers or the entity being audited/assured. |  |
| 5. | Number of affected entities being audited/assured. |  |
| 6. | Number of auditors/assurance providers involved (and profile in terms of big audit firms, or small and medium-sized audit firms); and, if possible, the names of some of the audit firms/registered auditors that perform these engagements. |  |
| 7. | Other relevant information relating to the extent and impact of auditor’s/assurance provider’s engagements (including public interest concerns). |  |
| 8. | Description (with examples, where possible) of audit/assurance related issues being experienced. |  |
| 9. | Description (with examples, where possible) of legislative issues that impact the performance of the audit/assurance engagement. |  |
| 10. | Details of any complaints against auditors/assurance providers lodged with the IRBA (and, if possible, the outcome of such complaints). |  |
| 11. | Any other relevant information. |  |
| 12. | Recent developments necessitating a new pronouncement or a revision of an existing pronouncement. Include an explanation of why the need for the project has arisen now, e.g. new legislation, amendments to existing legislation, etc. |  |