

THE AUDIT DEVELOPMENT PROGRAMME
Registered Candidate Auditor - Engagement Feedback Form

Period Under Review: _____

Client Name: _____

Client Industry : _____

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	

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)

Operations:

Note: Please provide a high level overview of the client's operations. This may include, amongst others, the following:

- 1 - Group of companies (subsidiary in a group of companies)
- 2 - Listed entity
- 3 - Multi-national entity.

Non-technical competencies achieved on this engagement, choose between:

- 1 - Communication
- 2 - Business acumen and service orientation
- 3 - Lifelong learning capabilities
- 4 - Ethics and professionalism
- 5 - Leadership and relationship management
- 6 - Technology

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

A further note on non-technical competencies achieved:

Note: Provide more details on the aspects worked on under each category of non-technical competencies as selected above.

Other Non-technical competencies

Note: Provide details of other non-technical competencies achieved that may not have been covered above

COMPETENCIES THAT MUST BE ACHIEVED THROUGH ADDITIONAL INTERVENTIONS OR ON THE JOB:

Category 2 Competencies: Competence that must be achieved through additional interventions or on the job

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.

GENERAL:	
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.	

Registered Candidate Auditor Sign-off:

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.

Signature: _____ Date: _____

Direct Line Manager Sign-off:

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.

Signature: _____ Date: _____

Oversight RA Sign-off:

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.

Signature: _____ Date: _____

¹ Compilation Engagements may only be included on a limited level.

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).

