

INTERNAL CONTROL DOCUMENTATION

Entity:	XXXX A Savings Bank XXXX
Subsidiary or Division:	
Balance Sheet Date:	

Prepared:	
Approved:	
Partner:	

General

This form assists us in:

- Gaining an understanding of internal control at the entity level to plan the audit and to determine the nature, timing and extent of our audit procedures;
- Identifying and evaluating the design of the entity-level controls important to the audit;
- Determining whether the entity-level controls important to the audit have been implemented;
- Assessing the effectiveness of internal control at the entity level; and
- Summarizing the procedures performed and information considered in identifying the risks of material misstatement due to fraud.

We also are required to obtain information about internal control at the individual application/process level to plan the audit (e.g., make our combined inherent and control risk assessments) and to determine the nature, timing, and extent of our audit procedures.

The information we obtain and document in this form also is useful in evaluating entity-level controls in connection with engagements to report on internal control over financial reporting (e.g., Section 404 of the Sarbanes-Oxley Act of 2002, FDICIA).

4. The form includes a Table of Contents that has hyperlinks to each applicable section. Also, hyperlinks back to the Table of Contents or to other specific sections within Parts 1 and 2 are included within the form. After using a hyperlink, you may return to the point of origin by selecting the back arrow key on the Microsoft Word toolbar. These hyperlinks provide the engagement team the ability to copy, paste, and edit information from the detailed sections within Parts 1 and 2 to the Conclusion on the Effectiveness of Internal Control at the Entity Level and the Summary of Observations and Identified Fraud Risks. In addition, the hyperlinks will facilitate review of the information in the form.

Instructions for Completing the Internal Control Document

1. Many sections of the form require the engagement team to document observations based on a list of factors to consider. It is not necessary to provide a response for each factor. Rather, the list of factors is intended to be thought-provoking so that the engagement team can apply its collective knowledge of the entity in tailoring an appropriate response for the applicable section.
2. We document our consideration of the components of internal control at the entity level in Part 1 of the form. The responses provided should include relevant observations (whether positive or negative) based on the Factors to Consider. Accordingly, a response of "none" or "not applicable" is not appropriate for this section within Part 1. We also identify the entity-level controls important to the audit and determine whether those controls have been properly designed and implemented in Part 1. Responses within Part 1 should be sufficient to support our Conclusion on the Effectiveness of Internal Control at the Entity Level. Any response within Part 1 that is indicative of a potential fraud risk also is included in the Summary of Observations and Identified Fraud Risks.
3. Part 2 is used to document sources of information available specific to our identification of the risks of material misstatement due to fraud. Responses in Part 2 that are indicative of a potential fraud risk are included in the Summary of Observations and Identified Fraud Risks.

Internal Control Document
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Ian Pickup



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perspective probing for details and understanding the big picture are indispensable to effective auditing The author team of Louwers Ramsay Sinason Strawser and Thibodeau has dedicated years of experience in the auditing field to this new edition of Auditing Assurance Services supplying the necessary investigative tools for future auditors *Trade Compliance Risk Management Process* U.S. Customs Service,1999 **Assurance** CAP (Chartered Accountants Program),2022-02-14 *Federal Register* ,1993-04-20 **Internal Control Audit and Compliance** Lynford Graham,2015-01-12 Ease the transition to the new COSO framework with practical strategy Internal Control Audit and Compliance provides complete guidance toward the latest framework established by the Committee of Sponsoring Organizations COSO With clear explanations and expert advice on implementation this helpful guide shows auditors and accounting managers how to document and test internal controls over financial reporting with detailed sections covering each element of the framework Each section highlights the latest changes and new points of emphasis with explicit definitions of internal controls and how they should be assessed and tested Coverage includes easing the transition from older guidelines with step by step instructions for implementing the new changes The new framework identifies seventeen new principles each of which are explained in detail to help readers understand the new and emerging best practices for efficiency and effectiveness The revised COSO framework includes financial and non financial reporting as well as both internal and external reporting objectives It is essential for auditors and controllers to understand the new framework and how to document and test under the new guidance This book clarifies complex codification and provides an effective strategy for a more rapid transition Understand the new COSO internal controls framework Document and test internal controls to strengthen business processes Learn how requirements differ for public and non public companies Incorporate improved risk management into the new framework The new framework is COSO s first complete revision since the release of the initial framework in 1992 Companies have become accustomed to the old guidelines and the necessary procedures have become routine making the transition to align with the new framework akin to steering an ocean liner Internal Control Audit and Compliance helps ease that transition with clear explanation and practical implementation guidance **City of Port Huron v. Amoco Oil Company, Inc., 462 MICH 854** , 112892 **Business Statistics** David F. Groebner,Patrick W. Shannon,1993 **Business International Money Report** ,1979 *Business International Money Report* Business International Corporation,1979

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